



# Union Civil Protection Mechanism (UCPM)

## Call for proposals – Invitation to submit a proposal

UCPM emergency response actions  
(UCPM-2026-RESPONSE)

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**EUROPEAN COMMISSION**  
DIRECTORATE-GENERAL FOR EUROPEAN CIVIL PROTECTION AND HUMANITARIAN AID  
OPERATIONS (ECHO)  
Emergency Response Coordination Centre  
**Emergency Response Operations**

## CALL FOR PROPOSALS

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## 0. Introduction

This is an invitation to submit proposals for EU **action grants** in the field of emergency response actions under the **Union Civil Protection Mechanism (UCPM)**. A proposal may contain one UCPM emergency response action or more, which may result in the signature of:

- A single action grant; or
- A multi-action grant.

 The call document includes some differences between the two modalities in terms of procedure and cost eligibility.

The regulatory framework for this EU Funding Programme is set out in:

- Regulation 2024/2509 ([EU Financial Regulation](#))<sup>1</sup>
- the basic act (Decision [1313/2013/EU](#)<sup>2</sup>, Implementing Decision (EU)[2025/704](#)<sup>3</sup>.
- The invitation is in accordance with the 2026 Work Programme<sup>4</sup> and will be managed by the **European Commission, Directorate-General for European Civil Protection and Humanitarian Aid Operations (DG ECHO)**.

The call covers the following **topic**:

- **UCPM-2026-RESPONSE — Emergency response actions that may be provided under the UCPM**

We invite you to read the **call documentation** carefully, and in particular this Call document, the Model Grant Agreement, the [EU Funding & Tenders Portal Online Manual](#) and the [EU Grants AGA — Annotated Grant Agreement](#).

These documents provide clarifications and answers to questions you may have when preparing your application:

- the [Call document](#) outlines the:
  - background, objectives, scope, activities that can be funded and the expected results (sections 1 and 2)
  - timetable and available budget (sections 3 and 4)
  - admissibility and eligibility conditions (including mandatory documents; sections 5 and 6)

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<sup>1</sup> Regulation (EU, Euratom) 2024/2509 of the European Parliament and of the Council of 23 September 2024 on the financial rules applicable to the general budget of the Union (recast) ('EU Financial Regulation') (OJ L, 2024/2509, 26.9.2024).

<sup>2</sup> Decision No 1313/2013/EU of the European Parliament and of the Council of 17 December 2013 on a Union Civil Protection Mechanism (OJ L 347, 20.12.2013, p. 924).

<sup>3</sup> Commission Implementing Decision (EU) 2025/704 of 10 April 2025 laying down rules for the implementation of Decision No 1313/2013/EU of the European Parliament and of the Council on a Union Civil Protection Mechanism and repealing Commission Implementing Decisions 2014/762/EU and (EU) 2019/1310 (OJ L, 2025/704 – 15.04.2025).

<sup>4</sup> Commission Implementing Decision C(2025) 6902 final of 17 October 2025 on the financing of the Union Civil Protection Mechanism and adopting a multiannual work programme for 2021-2027 repealing and replacing Implementing Decision C(2024) 7235.

- criteria for financial and operational capacity and exclusion (section 7)
- evaluation and award procedure (section 8)
- award criteria (section 9)
- legal and financial set-up of the Grant Agreements (section 10)
- how to submit an application (section 11)
- the Online Manual outlines the:
  - procedures to register and submit proposals online via the EU Funding & Tenders Portal ('Portal')
  - recommendations for the preparation of the application
- the AGA — Annotated Grant Agreement contains:
  - detailed annotations on all the provisions in the Grant Agreement you will have to sign in order to obtain the grant (*including cost eligibility, payment schedule, accessory obligations, etc.*).

## 1. Background

Chapters IV and V of Decision 1313/2013/EU define the legal framework for response actions and lay down the corresponding financial provisions.

Response actions aim to provide assistance to immediate adverse consequences of a disaster/emergency inside or outside the European Union, following a request for assistance by a State or international organisation (such as the United Nations) through the UCPM. In the event of a disaster/emergency, the UCPM supports response actions, inter alia through grants for the following types of action:

- **Equipment, transport and logistics, and operations response actions, including Pooling**, i.e. any actions that need logistical set-up, such as UCPM Logistical Hubs (Article 22 (a) and (b) Decision 1313/2013/EU) and
- **Other additional necessary supporting and complementary response actions** (Article 22(c) Decision 1313/2013/EU).

UCPM Implementing Decision 2025/704 lays down detailed rules for the implementation, notably as regards the interaction of the Emergency Response Coordination Centre (ERCC) with Member State and UCPM Participating State<sup>5</sup> contact points; the identification of modules, other response capacities and experts, as well as the operational requirements for the functioning and interoperability of modules, including their tasks, capacities, main components, self-sufficiency and deployment; as well as the Union assistance in response actions.

## 2. Objectives — Themes and priorities — Activities that can be funded — Expected impact

### UCPM-2026-RESPONSE — Emergency response actions that may be provided under the UCPM

#### Objectives

The priorities of the 2026 Work Programme related to response actions are to

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<sup>5</sup> See Article 28(1) of Decision 1313/2013/EU.

complement the operational means provided by Member States and UCPM Participating States, by financing additional operations, transport resources and related logistics services necessary for ensuring a rapid response to emergencies within the scope of the UCPM. The assistance, requested and accepted by a requesting country or international organisation, must be delivered as quickly and as efficiently as possible, in order to cope with the nature of the disaster/emergency.

*Types of action — Activities that can be funded (scope) — Funding rate*

*Equipment, transport and logistics, and operations response actions, including Pooling:*

Through the equipment, transport, logistics and operations response actions Member States and UCPM Participating States are supported, in the event of a disaster/emergency, to obtain access to those resources.

The activities that can be funded must be related to:

- delivery of civil protection in-kind assistance (*e.g. relief supplies, experts or intervention teams and assets*) provided by Member States or UCPM Participating States, Medevac, consular support actions, including pooling actions for an effective response, such as warehousing or the establishment of UCPM Logistical Hubs
- deployment of European Civil Protection Pool (hereafter ECPP) capacities
- mobilising rescEU capacities in response to a disaster/emergency and
- implementing any other additional necessary supporting and complementary response action, in order to facilitate the coordination of the response in the most effective way.

Furthermore, in accordance with Implementing Decision (EU) 2025/704 operational costs can also be eligible.

The funding rates for UCPM emergency response actions, including Pooling (Article 22 (a) and (b) of Decision 1313/2013/EU), which are indicative and can be adjusted, are as follows:

Overview of co-financing rates		
Type of assistance offered	Inside EU*	Outside EU
Spontaneous offers	75% Transport costs**	
Pooled assistance/UCPM Logistics Hubs - Article 23 (4) of the Decision 1313/2013/EU	100% Transport cost up to the Hub & 100% Logistical costs and local Transport	
European Civil Protection Pool (ECPP) capacities	75% Operational costs***	
rescEU capacities	100% Operational costs	
rescEU AFFF capacity	75% Operational costs & 100 % Transport costs	100% Operational costs
Other response actions - Article 22 (c) of Decision No 1313/2013/EU	Co-financing rate to be defined	
*Including UCPM Participating States territory		
**Transport costs in accordance with Article 23(7) of Decision 1313/2013/EU		
***Operational costs in accordance with Article 44 of Implementing Decision (EU) 2025/704		

*Other additional necessary supporting and complementary response actions:*

Under this type of actions, Member States and UCPM Participating States, following a request for assistance, can be supported to take additional necessary supporting and complementary response actions in order to facilitate the coordination of response in the most effective way (Article 22(c) of Decision 1313/2013/EU).

Under “other additional necessary supporting and complementary response actions”, examples of the activities that can be funded are:

- medical evacuation (Medevac) Hub;
- supporting the receiving of pre-positioning of ground forest fire fighting teams countries.

The funding rate for other additional necessary supporting and complementary response actions will be determined by the granting authority based on the needs and the assistance described in the application.

For both types of action, the requests must follow a specific procedure:

- before any action takes place, start the application process in the Common Emergency Communication and Information System (CECIS) by submitting the CECIS Request for Union Assistance.
- then, within one month after the end of the response action, fill in the application for a grant – **proposal** – composed by the Part A, Part B and Detailed Budget table, documents downloaded from the Funding & Tenders Portal Submission System submission screen, and upload them as appropriate; (see section 5).



The response action should NOT be started before the Request for Union Assistance is received by the Emergency Response Coordination Centre (ERCC) in CECIS (see above), otherwise the costs will be ineligible<sup>6</sup>. In addition, only activities which take place within the action duration set out in the Grant Agreement will be eligible for reimbursement. Note that in Multi-action Grants, costs will be eligible if incurred during the specific duration of each action launched within the full duration of the agreement (e.g. in a 1-year multi-action grant, costs related to a 1-week action in March will be eligible if incurred during that week).

*Expected impact*

Response actions are essential in order to ensure that assistance is delivered to countries affected by a disaster and to allow for an effective response to emergencies all over the world.

Due to the nature of the operations, the expected impact is an efficient and timely response saving lives, alleviating suffering and supporting the country and its population in the aftermaths of a disaster/emergency.

**3. Available budget**

The estimated available call budget is **EUR 25,000,000**.

<sup>6</sup> See Article 54(2) of UCPM Implementing Decision (EU) 2025/704.



We reserve the right not to award all available funds (depending on the proposals received and the results of the evaluation) or to lower the available funding in case of overriding public interests that necessitate a change of UCPM priorities.

#### 4. Timetable and deadlines

Timetable and deadlines (indicative)	
Call opening:	17 December 2025
Deadline for submission:	<u>cut-off dates once per week – in relation to the response to UCPM activations</u>  <u>final deadline: 15 December 2026 - 17:00:00 CET (Brussels)</u>
Evaluation:	within 30 days of receiving the application
Information on evaluation results:	within 40 days of receiving the application
GA signature:	within 90 days of receiving the application

#### 5. Admissibility and documents

The applications for response action grant – proposals should be submitted online in the **Funding & Tenders Portal**. Paper submissions are NOT possible.

- For single response action grants, the proposal should be submitted **within one month** after the end of the response action. Proposals submitted later may be rejected.
- For multi-action grants, the proposal should be submitted before any response action takes place.

Submitted proposals will be sent for evaluation on the next cut-off date following their submission. The proposals must be submitted before the final call deadline (see *section 4*). After this deadline, the system is closed and proposals can no longer be submitted.

The Funding & Tenders Portal Electronic Submission System is accessible via the link in *section 11*.

**Project acronym** in the Funding & Tenders Portal:

- For single response actions, please use the Request for Union Assistance ID from CECIS, as for instance, 2026-UADE001, 2026-ELFR001, etc.
- For multi-actions proposals, the Request for Union Assistance ID from CECIS is not applicable. The acronym will be in the following format: 2026-[*two-letter ISO country identifier*][*application request number*] (e.g. 2026-FI001-MaG, where 'FI' stands for Finland, '001' is the first multi-action grant application request of the year 2026 and 'MaG' stands for 'multi-action grant')

Proposals must be **complete** and contain all the requested information and all required annexes and supporting documents:

- Application Form Part A<sup>7</sup> — contains administrative information about the participants (future coordinator, beneficiaries and affiliated entities) and the summarised budget for the project (*to be filled in directly online*)
- Application Form Part B — contains the technical description of the project (*download it and fill it in from the Portal submission screen*)
- **mandatory annexes and supporting documents** (*templates to be downloaded from the Portal Submission System, completed, assembled and re-uploaded*):
  - detailed budget table/complex funding rate calculator (Annex 2e GA)
  - CVs of core project team: not applicable
  - activity reports of last year: not applicable
  - list of previous projects: not applicable
  - **for other additional necessary supporting and complementary response actions:** letter of support from the competent civil protection authority of the country that will benefit from the action (except for participants which are national authorities or public bodies)

Please note that the amounts entered into the summarised budget table (filled in directly online) must correspond to the amounts calculated in the detailed budget table. In case of discrepancies, the amounts in the online summarised budget table will prevail.

At proposal submission, you will have to confirm that you have the **mandate to act** for all applicants. Moreover, you will have to confirm that the information in the application is correct and complete and that all participants comply with the conditions for receiving EU funding (*especially eligibility, financial and operational capacity, exclusion, etc*). Before signing the grant, each beneficiary and affiliated entity will have to confirm this again by signing a declaration of honour (DoH). Proposals without full support will be rejected.

Your application must be **readable, accessible and printable** (please check carefully the layout of the documents uploaded).

Proposals are limited to maximum **20 pages** (Part B). Evaluators will not consider any additional pages. Shorter proposals are welcome.

You may be asked at a later stage for further documents (*for legal entity validation, financial capacity check, bank account validation, etc*).

 For more information about the submission process (including IT aspects), consult the [Online Manual](#).

## 6. Eligibility

### Eligible participants (eligible countries)

In order to be eligible, the applicants (beneficiaries and affiliated entities) must:

- be legal entities (public or private bodies)
- be established in one of the eligible countries, i.e.:
  - EU Member States (including overseas countries and territories (OCTs))

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<sup>7</sup> Not to be confused with the CECIS Part A – Request for Union Assistance in CECIS.

- UCPM Participating States<sup>8</sup>:
  - Albania, Bosnia and Herzegovina, Iceland, Moldova, Montenegro, North Macedonia, Norway, Serbia, Türkiye, and Ukraine ([list of participating countries](#))
  - for equipment, transport and logistics, and operations response actions, including Pooling: be competent authorities designated by Member States or UCPM Participating States authorised to request and receive financial support from the Commission under Article 29 of Decision 1313/2013/EU and Article 57 of the UCPM Implementing Decision (EU) 2025/704.
  - for other additional necessary supporting and complementary response actions: be Member States' or UCPM Participating States' competent authorities or other entities authorised by the Member State or Participating State to request and receive financial support from the Commission on behalf of the Member State or Participating State according to Section 2.4 of the 2026 Work Programme.

Beneficiaries and affiliated entities must register in the [Participant Register](#) — before submitting the proposal — and will have to be validated by the Central Validation Service (REA Validation). For the validation, they will be requested to upload documents showing legal status and origin.

Other entities may participate in other consortium roles, such as associated partners, subcontractors, third parties giving in-kind contributions, etc (*see section 13*).


#### *Specific cases and definitions*

Natural persons — Natural persons are NOT eligible (with the exception of self-employed persons, i.e. sole traders, where the company does not have legal personality separate from that of the natural person).

International organisations — International organisations are NOT eligible. The rules on eligible countries do not apply to them.

Entities without legal personality — Entities which do not have legal personality under their national law may exceptionally participate, provided that their representatives have the capacity to undertake legal obligations on their behalf, and offer guarantees for the protection of the EU financial interests equivalent to that offered by legal persons<sup>9</sup>.

EU bodies — EU bodies can NOT be part of the consortium.

Associations and interest groupings — Entities composed of members may participate as 'sole beneficiaries' or 'beneficiaries without legal personality'<sup>10</sup>.  Please note that if the action will be implemented by the members, they should also participate (either as beneficiaries or as affiliated entities, otherwise their costs will NOT be eligible).

Countries currently negotiating association agreements — Beneficiaries from countries with ongoing negotiations for participation in the programme (*see list of participating countries above*) may participate in the call and can sign grants if the negotiations are concluded before grant signature and if the association covers the call (i.e. is retroactive and covers both the part of the programme and the year when the call was launched).

<sup>8</sup> See Articles 28(1) and 4(12) of Decision 1313/2013/EU.

<sup>9</sup> See Article 200(2)(c) EU Financial Regulation [2024/2509](#).

<sup>10</sup> For the definitions, see Articles 190(2) and 200(2)(c) EU Financial Regulation [2024/2509](#).

EU restrictive measures — Special rules apply for entities subject to [EU restrictive measures](#) under Article 29 of the Treaty on the European Union (TEU) and Article 215 of the Treaty on the Functioning of the EU (TFEU)<sup>11</sup>. Such entities are not eligible to participate in any capacity, including as beneficiaries, affiliated entities, associated partners, subcontractors or recipients of financial support to third parties (if any).

EU conditionality measures — Special rules apply for entities subject to measures adopted on the basis of EU Regulation 2020/2092<sup>12</sup>. Such entities are not eligible to participate in any funded role (beneficiaries, affiliated entities, subcontractors, recipients of financial support to third parties, etc). Currently such measures are in place for Hungarian public interest trusts established under the Hungarian Act IX of 2021 or any entity they maintain (see Council Implementing Decision (EU) 2022/2506, as of 16 December 2022).



For more information, see [Rules for Legal Entity Validation, LEAR Appointment and Financial Capacity Assessment](#).

### Consortium composition

n/a

### Eligible activities

Eligible activities are the ones set out in section 2 above.

Projects must comply with EU policy interests and priorities (*such as environment, social, security, etc*). Projects must also respect EU values and European Commission policy regarding reputational matters (*e.g. activities involving capacity building, policy support, awareness raising, communication, dissemination, etc*).

Funding from this Invitation per project should be at least EUR 10 000 regardless of the overall budget proposal, unless actions are related to the deployment of rescEU capacities or the facilitation of access to equipment, transport and logistical resources and services in the form of pooling with other eligible countries (*see section 6*).

Financial support to third parties is not allowed.

### Geographic location (target countries)

Response operations can take place worldwide.

## **7. Financial and operational capacity and exclusion**

### Financial capacity

Applicants must have **stable and sufficient resources** to successfully implement the projects and contribute their share. Organisations participating in several projects must have sufficient capacity to implement all projects.

The financial capacity check will be carried out on the basis of the documents you will be requested to upload in the [Participant Register](#) during grant preparation (*e.g. profit and loss account and balance sheet, business plan, audit report produced by an approved external auditor, certifying the accounts for the last closed financial year, etc*). The analysis will be based on neutral financial indicators, but will also take into

<sup>11</sup> Please note that the EU Official Journal contains the official list and, in case of conflict, its content prevails over that of the [EU Sanctions Map](#).

<sup>12</sup> Regulation (EU, Euratom) 2020/2092 of the European Parliament and of the Council of 16 December 2020 on a general regime of conditionality for the protection of the Union budget (OJ L 325, 20.12.2022, p. 94).

account other aspects, such as dependency on EU funding and deficit and revenue in previous years.

The check will normally be done for all beneficiaries, except:

- public bodies (entities established as public body under national law, including local, regional or national authorities) or international organisations
- if the individual requested grant amount is not more than EUR 60 000.

If needed, it may also be done for affiliated entities.

If we consider that your financial capacity is not satisfactory, we may require:

- further information
- an enhanced financial responsibility regime, i.e. joint and several responsibility for all beneficiaries or joint and several liability of affiliated entities (*see below, section 10*)
- prefinancing paid in instalments
- (one or more) prefinancing guarantees (*see below, section 10*)

or

- propose no prefinancing
- request that you are replaced or, if needed, reject the entire proposal.

 For more information, see [Rules for Legal Entity Validation, LEAR Appointment and Financial Capacity Assessment](#).

### Operational capacity

Applicants must ensure that the response actions proposed correspond to the needs expressed by the state/international organisation requesting assistance through the UCPM.

In case the needs are not yet known and the proposal concerns longer-term arrangements for multiple response actions (multi-action grants), applicants must demonstrate that there is:

- **a political engagement** in place of actively participation in the UCPM response to disasters (for example: a national policy to provide assistance, Medevac operations, to a specific type of long-lasting emergency, such as the Russia's War on Ukraine)
- the **capacity** and **resources** (for example: hosting rescEU capacities, owning ECPP capacities)
- the **know-how** (previous experience and participation in several UCPM activations)
- **any other information** to successfully implement the actions and contribute their share.

### Exclusion

Applicants which are subject to an **EU exclusion decision** or in one of the following **exclusion situations** that bar them from receiving EU funding can NOT participate<sup>13</sup>:

- bankruptcy, winding up, affairs administered by the courts, arrangement with creditors, suspended business activities or other similar procedures (including procedures for persons with unlimited liability for the applicant's debts)
- in breach of social security or tax obligations (including if done by persons with unlimited liability for the applicant's debts)
- guilty of grave professional misconduct<sup>14</sup> (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the grant)
- committed fraud, corruption, links to a criminal organisation, money laundering, terrorism-related crimes (including terrorism financing), child labour or human trafficking (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the grant)
- shown significant deficiencies in complying with main obligations under an EU procurement contract, grant agreement, prize, expert contract, or similar (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the grant)
- guilty of irregularities within the meaning of Article 1(2) of EU Regulation [2988/95](#) (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the grant)
- created under a different jurisdiction with the intent to circumvent fiscal, social or other legal obligations in the country of origin or created another entity with this purpose (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the grant)
- intentionally and without proper justification resisted<sup>15</sup> an investigation, check or audit carried out by an EU authorising officer (or their representative or auditor), OLAF, the EPPO, or the European Court of Auditors.

Applicants will also be rejected if it turns out that<sup>16</sup>:

- during the award procedure they misrepresented information required as a condition for participating or failed to supply that information

<sup>13</sup> See Articles 138 and 143 of EU Financial Regulation [2024/2509](#).

<sup>14</sup> 'Professional misconduct' includes, in particular, the following: violation of ethical standards of the profession; wrongful conduct with impact on professional credibility; breach of generally accepted professional ethical standards; false declarations/misrepresentation of information; participation in a cartel or other agreement distorting competition; violation of IPR; attempting to influence decision-making processes by taking advantage, through misrepresentation, of a conflict of interests, or to obtain confidential information from public authorities to gain an advantage; incitement to discrimination, hatred or violence or similar activities contrary to the EU values where negatively affecting or risking to affect the performance of a legal commitment.

<sup>15</sup> 'Resisting an investigation, check or audit' means carrying out actions with the goal or effect of preventing, hindering or delaying the conduct of any of the activities needed to perform the investigation, check or audit, such as refusing to grant the necessary access to its premises or any other areas used for business purposes, concealing or refusing to disclose information or providing false information.

<sup>16</sup> See Article 143 EU Financial Regulation [2024/2509](#).


- they were previously involved in the preparation of the call and this entails a distortion of competition that cannot be remedied otherwise (conflict of interest).

## 8. Evaluation and award procedure

The proposals will have to follow the **standard submission and evaluation procedure** (one-stage submission + one-step evaluation).

Proposals submitted through the Funding & Tenders Portal Electronic Submission System will first be checked for formal requirements (admissibility, and eligibility, see *sections 5 and 6*). If found admissible and eligible, they will be evaluated against the award criteria (*see section 9*).

Proposals will be informed about the evaluation result (**evaluation result letter**). If successful, they will be invited for grant preparation; otherwise, they will be rejected.

 No commitment for funding — Invitation to grant preparation does NOT constitute a formal commitment for funding. We will still need to make various legal checks before grant award: *legal entity validation, financial capacity, exclusion check, etc.*

**Grant preparation** will involve a dialogue in order to fine-tune technical or financial aspects of the project and may require extra information from your side. It may also include adjustments to the proposal to address recommendations of the evaluator(s) or other concerns. Full compliance will be a pre-condition for signing the grant.

If you believe that the evaluation procedure was flawed, you can submit a **complaint** (following the deadlines and procedures set out in the evaluation result letter). Please note that notifications which have not been opened within 10 days after sending will be considered to have been accessed and that deadlines will be counted from opening/access (*see also [Funding & Tenders Portal Terms and Conditions](#)*). Please also be aware that for complaints submitted electronically, there may be character limitations.

## 9. Award criteria

The applications will be assessed against the award criterion **Relevance** which focuses on the objectives and priorities of the disaster/emergency situation in line with the criteria set out in Articles 22 and 23 of Decision 1313/2013/EU. Where appropriate, the evaluation will be based on economy, efficiency and effectiveness of the proposed response action and its European added value, while ensuring that the needs of affected states/international organisations correspond to the offer of assistance and does not duplicate other actions undertaken by the European Union.

## 10. Legal and financial set-up of the Grant Agreements

If you pass evaluation, your project will be invited for grant preparation, where you will be asked to prepare the Grant Agreement together with the EU Project Officer.

This Grant Agreement will set the framework for your grant and its terms and conditions, in particular concerning deliverables, reporting and payments.

The Model Grant Agreement that will be used (and all other relevant templates and guidance documents) can be found on [Portal Reference Documents](#).

### Starting date and project duration

The project starting date and duration will be fixed in the Grant Agreement (*Data Sheet, point 1*). Normally the starting date will be after grant signature. A retroactive



starting date can be granted for duly justified reasons — even before proposal submission date in the Portal, as for the UCPM Emergency Response actions in the cases of single action grants. For this type of grants, the earliest possible starting date that can be accepted is the date when the Request for Union Assistance is received by the Emergency Response Coordination Centre (ERCC) in CECIS. This is the date of the submission of the Request for Union Assistance in CECIS (*see section 2*). In the case of multi-action grants the project starting date should be after the grant signature.

### Milestones and deliverables

The milestones and deliverables for each project will be managed through the Portal Grant Management System and will be reflected in Annex 1 of the Grant Agreement.

### Form of grant, funding rate and maximum grant amount

Funding from this Call per project should be at least EUR 10 000 regardless of the overall budget proposal, unless actions are related to the deployment of rescEU capacities or the facilitation of access to equipment, transport and logistical resources and services in the form of pooling with other eligible countries (*see section 6*).

The grant parameters (*maximum grant amount, funding rate, total eligible costs, etc*) will be fixed in the Grant Agreement (*Data Sheet, point 3 and art 5*).

The grant will be a budget-based mixed actual cost grant (actual costs, with unit cost and flat-rate elements). This means that it will reimburse ONLY certain types of costs (eligible costs) and costs that were *actually* incurred for your project (NOT the *budgeted* costs). For unit costs and flat rates, you can charge the amounts calculated as explained in the Grant Agreement (*see art 6 and Annex 2 and 2a*).

The costs will be reimbursed at the funding rate fixed in the Grant Agreement. This rate depends on the assistance and location (*see section 2*).

Grants may NOT produce a profit (i.e. surplus of revenues + EU grant over costs). For-profit organisations must declare their revenues and, if there is a profit, we will deduct it from the final grant amount (*see art 22.3*).

Moreover, please be aware that the final grant amount may be reduced in case of non-compliance with the Grant Agreement (*e.g. improper implementation, breach of obligations, etc*).

### Budget categories and cost eligibility rules

The budget categories and cost eligibility rules are fixed in the Grant Agreement (*Data Sheet, point 3, art 6 and Annex 2*).

*Budget categories for this call:*

- A. Personnel costs
  - A.1 Employees, A.2 Natural persons under direct contract, A.3 Seconded persons
  - A.4 SME owners and natural person beneficiaries
  - A.5 Volunteers
- B. Subcontracting costs
- C. Purchase costs
  - C.1 Travel and subsistence



- C.2 Equipment
- C.3 Other goods, works and services
- D. Other cost categories
  - D.1 Civil protection intervention unit costs
- E. Indirect costs

*Specific cost eligibility conditions for this call:*

- personnel costs:
  - average personnel costs (unit cost according to usual cost accounting practices)<sup>17</sup>: Yes
  - SME owner/natural person unit cost<sup>18</sup>: Yes
  - volunteers cost<sup>19</sup>: No
- subcontracting costs:
  - subcontracting: the entire action may be subcontracted
- travel and subsistence unit cost<sup>20</sup>: Yes (⚠️ but UCPM Emergency response actions are allowed to use actual costs for all travel and subsistence incurred in the context of the action)
- equipment costs: depreciation + full cost for listed equipment
- other cost categories:
  - civil protection intervention unit costs (unit cost according to usual cost accounting practices)<sup>21</sup>: Yes
- indirect cost flat-rate: 0% of the eligible direct costs (categories A-D, except volunteers costs and exempted specific cost categories, if any)
- VAT: VAT is NOT eligible
- other:
  - in-kind contributions for free are allowed, but cost-neutral, i.e. they cannot be declared as cost
  - other ineligible costs: No



*For Transport and Operations Actions (including Pooling):* For Transport and Operations Actions the following costs are only eligible:

<sup>17</sup> [Decision](#) of 19 March 2025 authorising the use of unit costs based on usual cost accounting practices for actions under the Union Civil Protection Mechanism Programme.

<sup>18</sup> Commission [Decision](#) of 20 October 2020 authorising the use of unit costs for the personnel costs of the owners of small and medium-sized enterprises and beneficiaries that are natural persons not receiving a salary for the work carried out by themselves under an action or work programme (C(2020)7115).

<sup>19</sup> Commission [Decision](#) of 10 April 2019 authorising the use of unit costs for declaring personnel costs for the work carried out by volunteers under an action or a work programme (C(2019)2646).

<sup>20</sup> Commission [Decision](#) of 12 January 2021 authorising the use of unit costs for travel, accommodation and subsistence costs under an action or work programme under the 2021-2027 multi-annual financial framework (C(2021)35).

<sup>21</sup> [Decision](#) of 19 March 2025 authorising the use of unit costs based on usual cost accounting practices for actions under the Union Civil Protection Mechanism Programme.

- transport costs: all costs relating to the movement of transport and logistical resources, including the costs of all services, fees, logistical and handling costs, fuel and possible accommodation costs as well as other indirect costs such as taxes, duties in general and transit costs
- operational costs: costs related to personnel, international and local transport, logistics, consumables and supplies, communications, maintenance and insurance, as well as other costs necessary to ensure the effective use of such capacities.

In the case of pooling operations, the following costs are covered:

- short-term rental of warehousing capacity to temporarily store the UCPM assistance with a view to facilitating their coordinated transport
- transport from the Member State or UCPM Participating States offering the assistance to the Member State or UCPM Participating States facilitating its coordinated transport
- repackaging of UCPM assistance to make maximum use of available transport capacities or to meet specific operational requirements
- local transport, transit and warehousing of pooled assistance with a view to ensuring a coordinated delivery at the final destination in the requesting country.



Only costs incurred for activities which take place during the duration of the response action will be eligible for reimbursement under this call.

- In single action grants: only costs incurred during the operational part of the action will be eligible (duration of the transport or operation). An additional period is granted for the purpose of signing the grant agreement (due to the retroactivity principle applicable to the UCPM emergency response actions).
- In multi-action grants: costs in relation to any response operation will be eligible if incurred during the duration of that specific action launched within the operational part of the project. However, costs of actions started after the operational part, even if within the full duration of the project, WILL NOT be eligible.

### Reporting and payment arrangements


The reporting and payment arrangements are fixed in the Grant Agreement (*Data Sheet, point 4 and art 21 and 22*).

For proposals that concern longer-term arrangements, including those for multiple response actions (multi-action grants), there may be an initial prefinancing and additional **prefinancing payments**. Pre-financing payments may be up to a total of 85 % of the requested Union financial contribution, subject to the availability of budgetary resources.

Interim payment may be applicable in justifiable cases

**Payment of the balance:** We will calculate your final grant amount. If the total of earlier payments is higher than the final grant amount, we will ask the beneficiary or coordinator to pay back the difference (recovery).

All payments will be made to the beneficiary or coordinator.

 Please be aware that payments will be automatically lowered if you or one of your consortium members has outstanding debts towards the EU (granting authority or other EU bodies). Such debts will be offset by us — in line with the conditions set out in the Grant Agreement (*see art 22*).

Please also note that you are responsible for **keeping records** on all the work done and the costs declared.

### Prefinancing guarantees

For proposals that concern longer-term arrangements, including those for multiple response actions, if a prefinancing guarantee is required, it will be fixed in the Grant Agreement (*Data Sheet, point 4*). The amount will be set during grant preparation and it will normally be equal or lower than the prefinancing for your grant.

The guarantee should be in euro and issued by an approved bank/financial institution established in an EU Member State. If you are established in a non-EU country and would like to provide a guarantee from a bank/financial institution in your country, please contact us (this may be exceptionally accepted, if it offers equivalent security).

Amounts blocked in bank accounts will NOT be accepted as financial guarantees.

Prefinancing guarantees are normally requested from the coordinator, for the consortium. They must be provided during grant preparation, in time to make the prefinancing (scanned copy via Portal AND original by post).

If agreed with us, the bank guarantee may be replaced by a guarantee from a third party.

The guarantee will be released at the end of the grant, in accordance with the conditions laid down in the Grant Agreement (*art 23*).

### Certificates

Depending on the type of action, size of grant amount and type of beneficiaries, you may be requested to submit different certificates. The types, schedules and thresholds for each certificate are fixed in the Grant Agreement (*Data Sheet, point 4 and art 24*).

A certificate for financial statements (CFS) must be provided for each beneficiary and affiliated entity when the requested EU contribution at final payment is EUR 325 000 or more.

### Liability regime for recoveries

The liability regime for recoveries will be fixed in the Grant Agreement (*Data Sheet, point 4.4 and art 22*).

For beneficiaries, it is one of the following:

- limited joint and several liability with individual ceilings — *each beneficiary up to their maximum grant amount*
- unconditional joint and several liability — *each beneficiary up to the maximum grant amount for the action*

or

- individual financial responsibility — *each beneficiary only for their own debts.*

In addition, the granting authority may require joint and several liability of affiliated entities (with their beneficiary).

#### Provisions concerning the project implementation

Security rules: *see Model Grant Agreement (art 13 and Annex 5)*

IPR rules: *see Model Grant Agreement (art 16 and Annex 5):*

- rights of use on results: Yes

Communication, dissemination and visibility of funding: *see Model Grant Agreement (art 17 and Annex 5):*

- additional communication and dissemination activities: No
- limited communication and visibility to protect persons involved: Yes
- visibility in field operations outside the EU: Yes

Specific rules for carrying out the action: *see Model Grant Agreement (art 18 and Annex 5):*

- zero tolerance: Yes
- transfer of assets at the end of the action: Yes
- EU restrictive measures: Yes

#### Other specificities

Consortium agreement: No

#### Non-compliance and breach of contract

The Grant Agreement (chapter 5) provides for the measures we may take in case of breach of contract (and other non-compliance issues).



For more information, see [AGA — Annotated Grant Agreement](#).

### **11. How to submit an application**

The procedure to submit an application depends on the type of grant (single response grant or multi-action grant):

- Single response actions: the CECIS Request for Union Assistance must first be submitted in **CECIS** before any action takes place. Then, the grant application shall be submitted online via the **Funding & Tenders Portal** Electronic Submission System.
- Multi-action grants: the grant application shall be submitted online via the **Funding & Tenders Portal** Electronic Submission System. Then, the Request for Union Assistance must be submitted in **CECIS** before any action included in the grant.

Paper applications are NOT accepted.

In the Funding & Tenders Portal, submission is a 2-step process:

**a) create a user account and register your organisation**

To use the Submission System (the only way to apply), all participants need to [create an EU Login user account](#).

Once you have an EULogin account, you can [register your organisation](#) in the Participant Register. When your registration is finalised, you will receive a 9-digit participant identification code (PIC).

**b) submit the proposal**

Access the Portal Electronic Submission System via the following link: <https://ec.europa.eu/research/participants/submission/manage/screen/submission/create-draft/43011?topic=UCPM-2026-RESPONSE-IBA>

Submit your proposal in 3 parts, as follows:

- Application Form Part A includes administrative information about the applicant organisations (future coordinator, beneficiaries, affiliated entities and associated partners) and the summarised budget for the proposal. Fill it in directly online
- Application Form Part B (description of the action) covers the technical content of the proposal.
- Annexes (see *section 5*). Upload them as PDF file (single or multiple depending on the slots). Excel upload is sometimes possible, depending on the file type.

**Project acronym:** Please use the REQUEST FOR UNION ASSISTANCE ID from CECIS.

The proposal must keep to the **page limits** (see *section 5*); excess pages will be disregarded.


Documents must be uploaded to the **right category** in the Submission System, otherwise the proposal may be considered incomplete and thus inadmissible.

The proposal must be submitted **before the final call deadline** (see *section 4*). After this deadline, the system is closed and proposals can no longer be submitted.

Once the proposal is submitted, you will receive a **confirmation e-mail** (with date and time of your application). If you do not receive this confirmation e-mail, it means your proposal has NOT been submitted. If you believe this is due to a fault in the Submission System, you should immediately file a complaint via the [IT Helpdesk webform](#), explaining the circumstances and attaching a copy of the proposal (and, if possible, screenshots to show what happened).

Details on processes and procedures are described in the [Online Manual](#). The Online Manual also contains the links to FAQs and detailed instructions regarding the Portal Electronic Exchange System.



 Please be aware that any response action, either in a single grant request or in the context of multi-action grant, should NOT be started before the CECIS Request for Union Assistance is received by the Emergency Response Coordination Centre (ERCC)

in CECIS (*see section 2*), otherwise the costs will be ineligible.<sup>22</sup>

## 12. Help

As far as possible, ***please try to find the answers you need yourself***, in this and the other documentation (we have limited resources for handling direct enquiries):

- [Online Manual](#)
- Topic Q&A on the Topic page (for call-specific questions in open calls; not applicable for actions by invitation)
- [Portal FAQ](#) (for general questions).

Please also consult the Topic page regularly, since we will use it to publish call updates. (For invitations, we will contact you directly in case of a call update).

### Contact

For individual questions on the Portal Submission System, please contact the [IT Helpdesk](#).

Non-IT related questions should be sent to the following email address: [echo-transport-cofinancing@ec.europa.eu](mailto:echo-transport-cofinancing@ec.europa.eu).

Please:

- indicate clearly the reference of the call and topic to which your question relates (*see cover page*).

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<sup>22</sup> See Article 49(3) of UCPM Implementing Decision C(2014)7489.

## 13. Important



### IMPORTANT

- **Don't wait until the end** — Complete your application sufficiently in advance of the deadline to avoid any last minute **technical problems**. Problems due to last minute submissions (*e.g. congestion, etc*) will be entirely at your risk. Call deadlines can NOT be extended.
- **Consult** the Portal Topic page regularly. We will use it to publish updates and additional information on the call (call and topic updates).
- **Funding & Tenders Portal Electronic Exchange System** — By submitting the application, all participants **accept** to use the electronic exchange system in accordance with the [Portal Terms & Conditions](#).
- **Registration** — Before submitting the application, all beneficiaries, affiliated entities and associated partners must be registered in the [Participant Register](#). The participant identification code (PIC) (one per participant) is mandatory for the Application Form.
- **Consortium roles**— When setting up your consortium, you should think of organisations that help you reach objectives and solve problems.

The roles should be attributed according to the level of participation in the project. Main participants should participate as **beneficiaries** or **affiliated entities**; other entities can participate as associated partners, subcontractors, third parties giving in-kind contributions. **Associated partners** and third parties giving in-kind contributions should bear their own costs (they will not become formal recipients of EU funding). **Subcontracting** should normally constitute a limited part and must be performed by third parties (not by one of the beneficiaries/affiliated entities). Subcontracting going beyond 30% of the total eligible costs must be justified in the application.

- **Coordinator** — In multi-beneficiary grants, the beneficiaries participate as consortium (group of beneficiaries). They will have to choose a coordinator, who will take care of the project management and coordination and will represent the consortium towards the granting authority. In mono-beneficiary grants, the single beneficiary will automatically be coordinator.
- **Affiliated entities** — Applicants may participate with affiliated entities (i.e. entities linked to a beneficiary which participate in the action with similar rights and obligations as the beneficiaries, but do not sign the grant and therefore do not become beneficiaries themselves). They will get a part of the grant money and must therefore comply with all the call conditions and be validated (just like beneficiaries); but they do not count towards the minimum eligibility criteria for consortium composition (if any). If affiliated entities participate in your project, please do not forget to provide documents demonstrating their affiliation link to your organisation as part of your application.
- **Associated partners** — Applicants may participate with associated partners (i.e. partner organisations which participate in the action but without the right to get grant money). They participate without funding and therefore do not need to be validated.
- **Consortium agreement** — For practical and legal reasons it is recommended to set up internal arrangements that allow you to deal with exceptional or unforeseen circumstances (in all cases, even if not mandatory under the Grant Agreement). The consortium agreement also gives you the possibility to redistribute the grant money according to your own consortium-internal principles and parameters (for instance, one beneficiary can reattribute its grant money to another beneficiary). The consortium agreement thus allows you to customise the EU grant to the needs inside your consortium and can also help to protect you in case of disputes.

- **Balanced project budget** — Grant applications must ensure a balanced project budget and sufficient other resources to implement the project successfully (*e.g. own contributions, income generated by the action, financial contributions from third parties, etc*). You may be requested to lower your estimated costs, if they are ineligible (including excessive).
- **Completed/ongoing projects** — Proposals for projects that have already been completed will be rejected; proposals for projects that have already started will be assessed on a case-by-case basis (in this case, no costs can be reimbursed for activities that took place before the project starting date/proposal submission).
- **No-profit rule** — Grants may NOT give a profit (i.e. surplus of revenues + EU grant over costs). This will be checked by us at the end of the project.
- **No cumulation of funding/no double funding** — It is strictly prohibited to cumulate funding from the EU budget (except under 'EU Synergies actions'). Outside such Synergies actions, any given action may receive only ONE grant from the EU budget and cost items may under NO circumstances be declared under two EU grants; projects must be designed as different actions, clearly delineated and separated for each grant (without overlaps).
- **Combination with EU operating grants** — Combination with EU operating grants is possible, if the project remains outside the operating grant work programme and you make sure that cost items are clearly separated in your accounting and NOT declared twice (see [AGA — Annotated Grant Agreement, art 6.2.E](#)).
- **Multiple proposals** — Applicants may submit more than one proposal for *different* projects under the same call (and be awarded funding for them).

Organisations may participate in several proposals.

BUT: if there are several proposals for *very similar* projects, only one application will be accepted and evaluated; the applicants will be asked to withdraw the others (or they will be rejected).

- **Resubmission** — Proposals may be changed and re-submitted until the deadline for submission.
- **Rejection** — By submitting the application, all applicants accept the call conditions set out in this Call document (and the documents it refers to). Proposals that do not comply with all the call conditions will be rejected. This applies also to applicants: All applicants need to fulfil the criteria; if any one of them doesn't, they must be replaced or the entire proposal will be rejected.
- **Cancellation** — There may be circumstances which may require the cancellation of the call. In this case, you will be informed via a call or topic update. Please note that cancellations are without entitlement to compensation.
- **Language** — You can submit your proposal in any official EU language (project abstract/summary should however always be in English). For reasons of efficiency, we strongly advise you to use English for the entire application. If you need the call documentation in another official EU language, please submit a request within 10 days after call publication (for the contact information, see *section 12*).



- **Transparency** — In accordance with Article 38 of the [EU Financial Regulation](#), information about EU grants awarded is published each year on the [Europa website](#).

This includes:

- beneficiary names
- beneficiary addresses
- the purpose for which the grant was awarded
- the maximum amount awarded.

The publication can exceptionally be waived (on reasoned and duly substantiated request), if there is a risk that the disclosure could jeopardise your rights and freedoms under the EU Charter of Fundamental Rights or harm your commercial interests.

- **Data protection** — The submission of a proposal under this call involves the collection, use and processing of personal data. This data will be processed in accordance with the applicable legal framework. It will be processed solely for the purpose of evaluating your proposal, subsequent management of your grant and, if needed, programme monitoring, evaluation and communication. Details are explained in the [Funding & Tenders Portal Privacy Statement](#).