



ECHOES Newsletter for DG ECHO Partners – November 2013

SPECIAL EDITION – DG ECHO Partners' Conference 2013

Upcoming training sessions

Classical training:

Brussels (EN): 18 – 22 November
London (EN): 18 – 22 November
Paris (FR): 25 – 29 November
Madrid (ES): 25 – 29 November
Bonn (EN): 25 – 29 November
Brussels (FR): 2-6 December
Milan (IT): 2-6 December
Vienna (EN): 2-6 December
Lyon (FR): 2-6 December
Copenhagen (EN): 16-20 December

<http://www.dgecho-partners-helpdesk.eu/training/start>

Distance learning training:

Training calendar and all information related to all available asynchronous distance learning courses at:

<http://www.dgecho-partners-helpdesk.eu/dl/start>



REVISION OF THE PARTNERSHIP AGREEMENTS – 2014 Roadmap

Just another two months and the new FPA for NGOs will enter into force!

The documents that will be presented and explained at the Partners' Conference are the result of a comprehensive process which started more than two years ago with an external evaluation. The revision was articulated around four guiding principles: **Accountability, Visibility, Flexibility and Simplification**. Just after the conference, DG ECHO will publish more detailed information on these guiding principles as well as a comparison between the old and the new FPA.

Together with the signature of the FPA, the Partners will be offered the possibility to transfer their on-going projects funded under the rules of the 2008 FPA to the 2014 FPA. The main modifications will concern the application of the General Conditions as the Single Form cannot be modified.

In the meantime, DG ECHO continues its discussion with the UN Agencies and the ICRC and other IOs on the revision of their specific Partnership Agreements. According to the new Financial Regulations, a new management mode will apply to these organisations as of January 2014: the indirect management.

September:	Reopening application procedure for new Partners
October:	First 2014 HIPs published
November	Publication of FPA NGO legal texts: FPA, General Conditions, Agreement, and Procurement Principles
November 5-6	Annual Partners' Conference
November onwards	Signature of 2014 FPA for NGOs
January 2014	Entry into force

SINGLE FORM and APPEL

Actions funded under the 2014 budget will have to be submitted using the **2014 Single Form**. The Single Form has been completely revised taking into account the following needs:

- To maintain the focus on the operational sections
- To focus on results rather than inputs
- To reduce as much as possible the quantity of information requested
- To provide a platform for quality by the introduction of standard indicators and markers
- To simplify the encoding of information
- To structure the information in such a way that data can be extracted for reporting purposes.

A **pre-release** of the 2014 Single Form will be made available during the **first week of November** to allow Partners to submit their proposals in the framework of the first HIPs. The **official first release** of an Offline PDF SF and an



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Partners website:
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For additional information or suggestions, please contact ECHO-FINANCE-LEGAL-AFFAIRS@ec.europa.eu

Online interface is announced for two or three weeks later. The two releases will be compatible. Information on the SF is available at http://www.dgecho-partners-helpdesk.eu/preparing_an_action/fpa2014

During the first quarter of 2014, a second release of the Single Form is foreseen to implement new functionalities and correct errors where necessary.

APPEL, the electronic exchange system, is also currently being revised. A Partner Information Sheet, providing information to the Partner about its threshold and key financial information will be available as of January 2014. Later, new functionalities such as exchange of letters, e-signature of Grants Agreements, etc. will gradually be integrated into the system.

GUIDELINES

Guidelines regrouping information on the Single Form and the implementation of the FPA are under preparation. Drafts will be made available on the Partners website to help Partners in the preparation of their proposals. Consultations with VOICE and desks still need to take place in order to guarantee that the guidelines address the needs of the Partners.

Other guidelines in relation to the FPA are currently being prepared or revised, such as the Visibility Guidelines, the Gender and Age guidelines and other policy guidelines. The publication of these guidelines will be announced on the Partner website.

DO YOU HAVE QUESTIONS ?



DG ECHO has put in place, for the attention of its Partners, several sources of information and e-mail addresses where appropriate information can be found or questions asked:

DG ECHO Website : <http://ec.europa.eu/echo> This website is intended to provide information to the general public and to the press but is also the place where you can find the Financing Decisions & HIPS and the planning for related preparatory meetings

Partners Website : www.dgecho-partners-helpdesk.eu Here information relating to Partnerships with DG ECHO is made available: legal & supporting documents, FAQ, Training opportunities and General Helpdesk where Partners can ask questions related to management of DG ECHO financed Actions. It is operated by punto.sud Consortium and monitored by ECHO C3.

Direct contacts with DG ECHO for specific issues:

- Echo-Appel@ec.europa.eu: mailbox for organisations applying for Partnership
- Echo-partner-assessment@ec.europa.eu : address for questions related to periodic assessment activities
- ECHO-FINANCE-LEGAL-AFFAIRS@ec.europa.eu : questions or suggestions related to finance or legal issues
- Echo-is-support@ec.europa.eu : questions related to IT issues, on the use of APPEL or the PDF Single Form.

TRAINING SESSIONS IN THE FIELD STARTING FROM JANUARY 2014!

Following the launch of the training sessions on the new 2014 FPA, we have received a great number of applications for the upcoming sessions in Europe which will be delivered in November and December 2013.

DG ECHO is glad to announce the list of the foreseen locations in the field for the period January - April 2014:

- **Jerusalem** (15-22 January)
- **Managua** (22-29 January)
- **Bangkok** (29 January-5 February)
- **Amman** (19-26 February)
- **Port Au Prince** (19-26 March)
- **Bamako** (2-9 April)
- **Nairobi** (22-29 January)
- **Niamey** (22-29 January)
- **Kinshasa** (5-12 February)
- **Quito** (19-26 February)
- **New Delhi** (19-26 March)

The modules that will be delivered are: 1-day course: **What Changes?** ; 2-day course: **Preparing an Action: the Single Form**; 2-day course: **Implementing a DG ECHO Action**; 1-day course: **The Final Report**; 1-day course: **The Audit Process**. The registration process for the courses is now open and managed as usual through ManTra, by filling in the dedicated application form. Registration is open to all DG ECHO Partners and their Implementing Partners. Furthermore, two more training sessions will be held in Europe:

- **Brussels** (31 March-4 April)
- **London** (26-30 May 2014)

Please send any inquires on training issues to: echo-fpa-training@dgecho-partners-helpdesk.eu



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