Social Services-Inclusive Call Design Tool

Checklist

- ☐ Were social service providers and future proposal evaluators involved in designing the call?

- ☐ Are social service providers, including both public and non-public organisations, among eligible applicants for the call?

- ☐ Does the call use simple, comprehensible language?

- ☐ Are the call requirements consistent throughout the call documentation? (Country-specific cross-checkpoints should be added)

- ☐ Is the call open for at least 2 months in both Step 1 and Step 2?

- ☐ Is the project length determined to fit projects that deal with disadvantaged groups?

- ☐ Do the call and the application process use all relevant simplified options to reduce administrative burden? (i.e., minimum number of annexes to be submitted, simplified cost options, comprehensive call documentation, supporting tools for applicants)

- ☐ Is there possibility given to cover own contribution by national funding?

- ☐ Are all applied horizontal principle requirements relevant to the call?

- ☐ Are all applied program indicators relevant to the call and measurable in the case of disadvantaged groups?

- ☐ Are the requirements for long-term sustainability relevant to the call? Are they adjusted to the call objectives and specificities?

- ☐ Is there support (guidelines, information sessions, webinars, glossary, training etc.) given to applicants regarding the interpretation and practical application of horizontal principles, indicators, sustainability requirements?

- ☐ Country-specific or sector-specific questions can be added.

Sectoral Application of the Inclusive Call Design Tool - Checklist

This section incorporates feedback from five social service sectors: Services for Child Protection and Families in Poverty, Work Integration, Services for Persons with Disabilities, Poverty and Homelessness, and Services for Older Persons. The tool has been reviewed by experts across these sectors. The gathered feedback highlights its effectiveness in addressing diverse challenges and suggests additional points to the Checklist for Inclusive Call Design to meet sector-specific needs.

- Were social service providers and future proposal evaluators with knowledge of policies, mechanisms and processes in the field of services for older persons / work integration / homelessness / child protection and families in poverty / persons with disabilities involved in designing the call?
- Are social service providers targeting older persons / work integration / homelessness / child protection and families in poverty / persons with disabilities, including both public and non-public organisations, among eligible applicants for the call?
- Are the requirements of the call specifically set up for organisations that work with older persons / work integration / homelessness / child protection and families in poverty / persons with disabilities? Are sufficient consultation opportunities and support for applicants being provided (e.g. training and consultation facilities, opportunities to get feedback on project ideas and drafts, workshops on calls, and opportunities for organisations to network and find partners)?
- Is the call accessible? Use readable language and avoid repeating questions in forms. Also ensure to use language and terms that are commonly used by organisations and workers in the social services sector. Consider creating a clear flowchart diagram with broken down processes for applicants so that they can be easily visualized and understood.
- Does the call cover all priorities of the five sectors, including community-based projects?
- Do the eligible costs reflect the needs of social services and the target group? Are the requirements of the call specifically set up for organisations that work with the project beneficiaries?
- In calls not specifically designed for working with disabled people – does the call contain provisions to include people with disabilities?