



## **EU-Russia Legal Dialogue Travel Grants Programme**

### **I. Policy on conflicting interests**

The competition shall be implemented in a way that no parts are privileged because of their relations to the Forum and / or its decision-making organs.

The decision on which travels receive funding is to be taken by an independent jury composed by professionals from civil societies and legal communities from both EU and Russia. They shall have solid expertise in the field of law, as well as a broad understanding of the existing formats of international expert exchange and the interests of civil society representatives from the EU and Russia.

Jury members may not be related in any way neither to the events nor to those organisations involved in any of the applications. Representatives of members and supporters of the EU-Russia Civil Society Forum (CSF), including members of the CSF Board, may only become members of the jury if this condition is met.

The list of experts to be considered for the jury is approved by the CSF Board. The identities of the jury members will not be made public. All documentation related to the jury's assessment will be kept by the CSF Secretariat. The CSF Secretariat supports the jury's work only with regards to technical, informational, and administrative aspects.

The jury will assess how the applications match the following criteria:

- Practical benefit from the participation in the event / study visit / invited expert's participation in the event - for the participant, for the event, for the expert community, for the society;
- Contribution to the development of a legal dialogue between expert communities and society in Russia and the EU states;
- Cost efficiency;
- Quality and news value of the proposed article for the Legal Dialogue journal.

Members and supporters of the EU-Russia Civil Society Forum will always have priority in the selection procedure. Thematic and geographical diversity, gender equality will also be taken into account when making decision as well as if funding has been granted before.

These criteria have been made public on the CSF Website. They have been, as well as this whole procedure, approved by the CSF Board.

## II. Jury's mandate

Jury members are selected based on the criteria described above (see I). They should perform their tasks as jury members in strict observance of the Policy on conflicting interests described at that same point.

Prior to the start of the jury's work, all jury members will sign an individual service provider contract formalising their obligations and any compensation to be received. In addition, all jury members will sign confidentiality agreements and a declaration confirming the absence of any conflict of interest as described above.

For grading applications in the first phase, an evaluation grid is used. Each member of the jury should produce a justification for each evaluation.

If necessary, the applicants are obliged to promptly answer the jury's questions and provide the missing information. Coordination of these cases is the responsibility of the CSF Secretariat.

In the second phase, the jury members will deliberate to issue a final assessment in one of the following forms:

1. Grant application approved for full funding;
2. Grant application approved for partial funding (with a clear explanation of this decision and proposals for general cost reduction in each individual case);
3. Grant application disregarded – not funded.

The Secretariat is responsible for taking minutes of the deliberation and having them approved by the jury once the meeting is finished.

The decision of the jury is irrevocable.

The Secretariat is responsible for informing all applicants about the jury's decision.

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