



Programme funded by the
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ENI
CBCMED
Cooperating across borders
in the Mediterranean

CALL FOR EXPRESSION OF INTEREST

for the selection of four experts in charge of supporting the ENI CBC MED Managing Authority and the Task Force in the preparation of the “Interreg NEXT MED” (Neighbourhood EXternal) 2021-2027 Programme

Autonomous Region of Sardinia

Managing Authority of the ENI CBC Mediterranean Sea Basin Programme 2014-2020

Operational and Authorising Unit

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Article 1 - Background

ENI CBC Mediterranean Sea Basin 2014-2020 is a EU co-financed programme part of the cross-border cooperation component within the European Neighbourhood Instrument (ENI). It involves the regions of the European Union and those of the Mediterranean Partner Countries (MPC) placed along the shores of the Mediterranean Sea Basin. The Joint Operational Programme (JOP) was adopted by the European Commission on 17 December 2015 with decision No C(2015) 9133.

14 countries participate in the Programme: Algeria, Cyprus, Egypt, France, Greece, Israel, Italy, Jordan, Lebanon, Malta, Palestine, Portugal, Spain and Tunisia.

The overall objective of the Programme is to foster fair, equitable and sustainable economic, social and territorial development, which may advance cross-border integration and valorise participating countries' territories and values.

The Programme funds cross-border cooperation projects focusing on two overarching thematic objectives:

A. Promote economic and social development

B. Address common challenges in the environment

Thematic objectives are further detailed through 11 Priorities.

More information is available at www.enicbcmmed.eu.

The Managing Authority is the Autonomous Region of Sardinia located in Cagliari (Italy). It is supported by the Joint Technical Secretariat (JTS) and two Branch Offices, respectively located in Valencia (Spain) and Aqaba (Jordan) which ensure closer proximity with potential beneficiaries.

The main decisions related to the Programme are taken by the Joint Monitoring Committee, formed by delegates of all participating countries.

In the next programming period (2021-2027) ENI CBC MED will be replaced by a new neighbourhood programme under the Interreg framework, called NEXT MED (Neighbourhood EXternal MEDiterranean).

Its main legal basis, still in its phase of definition, is the following:

- **Common Provisions Regulation** defining a common set of rules for seven shared management funds, including ERDF
- **ERDF/Cohesion fund regulation** defining specific rules, including the Policy objectives
- **NDICI Regulation** defining complementarity rules between the funds
- **Interreg regulation** defining specific rules on territorial cooperation, including external borders
- **Multi-annual strategy document for NDICI CBC** - Support in selecting the priority areas, objectives, the expected results and indicators.

According to the new Interreg Regulation (still in a provisional version), “each Interreg programme shall set out a joint strategy for the programme's contribution to the policy objectives set out in Article [4(1)] of Regulation (EU) [new CPR] and to the Interreg-specific objectives set out in Article 14(4) and (5) of this Regulation and the communication of its results”.

The new Operational Programme will be defined according to the following structure:

- Part 1: Programme Strategy
- Part 2: Financial Plan
- Part 3: Communication and monitoring
- Part 4: Programme structures

Art. 17 par. 4 of the Interreg Regulation defines the contents of the strategic part (Part 1):

(a) the programme area (including a map thereof as a separate document);

(b) a summary of the main joint challenges, taking into account: economic, social and territorial disparities; joint investment needs and complementarity with other forms of support; lessons learnt from past experience; macro-regional strategies and sea-basin strategies where the programme area as a whole or partially is covered by one or more strategies;

(c) justification for the selected policy objectives and Interreg-specific objectives, corresponding priorities, specific objectives and the forms of support.

A dedicated Task Force of the ENI CBC MED Programme, composed of delegations of all participating countries, will be in charge of:

- taking decisions concerning the contents of the NEXT MED Programme and the allocation of the financial resources for projects and technical assistance;
- deciding the methodology and the different steps for preparing the Programme, including the establishment of working groups;
- submitting the programme for approval to the European Commission taking into account its observations and requests.

Article 2 - Objectives of the call for expression of interest

The objective of this call is to create four (4) shortlists of experts with proven experience in context analysis and drafting of European territorial cooperation programmes and/or cross-border cooperation programmes in the Mediterranean area, in order to select four experts (one for each profile), who will support the ENI CBC MED Task Force in the preparation of the new 2021-2027 Operational Programme NEXT MED to be submitted to the European Commission.

The call is open to natural persons only with reference to the following four profiles:

- **Profile A – Thematic expert in the field of socio-economic development**
- **Profile B – Thematic expert in the environmental field**

- **Profile C – Expert in Programme management**
- **Profile D – Expert in evaluation and monitoring of Programmes and public policies**

Interested candidates are invited to apply in accordance with the procedure described in article 5.

It is possible to apply for more than one profile in the same application and be included in more than a shortlist, but a candidate can be recruited only for one profile.

Article 3 - Description of the assignment, milestones and timeframe

The assignments of the experts who will be selected include the following tasks:

Profile A – Thematic expert in the field of socio-economic development

- collection, analysis and processing of socio-economic data in order to draft the socio-economic analysis of the cooperation area and the context analysis of the eligible areas, updating and, if necessary, integrating the analysis of needs of the territories involved drawn up in the 2014-2020 programming period;
- analysis of the lessons learned in the 2014-2020 period with regards of the socioeconomic field;
- support in the definition of the programme strategy, with particular reference to objectives and priorities related to the socioeconomic field;
- support in the identification of output and result indicators and related reference targets related to the socioeconomic field;
- participation in the consultation process with the Task Force and with delegates of the national authorities of the participating countries to present and discuss the outcomes of the work and contribute to the further definition of the programme.

Profile B - Thematic expert in the environmental field

- collection, analysis and processing of environmental data in order to draft the environmental analysis and the SEA of the cooperation area and the context analysis of the eligible areas, updating and, if necessary, integrating the analysis of needs of the territories involved drawn up in the 2014-2020 programming period;
- analysis of the lessons learned in the 2014-2020 period with regards to the environmental field;
- support in the definition of the programme strategy, with particular reference to objectives and priorities related to the environmental field;
- support in the identification of output and result indicators and related reference targets related to the environmental field;
- participation in the consultation process with the Task Force and with delegates of the national authorities of the participating countries to present and discuss the outcomes of the work and contribute to the further definition of the Programme.

Profile C - Expert in programme management

- support in the definition of the programme strategy;

- design of the structures and management processes of the new Operational Programme in compliance with the implementing provisions of the regulatory framework 2021-2027 and definition of the new implementation procedures;
- participation in the consultation process with the Task Force and with delegates of the national authorities of the participating countries to present and discuss the outcomes of the work and contribute to the further definition of the Programme.

Profile D - Expert in evaluation and monitoring of Programmes and public policies

- support in the definition of the programme strategy;
- identification of output and result indicators and related reference targets;
- participation in the consultation process with the Task Force and with delegates of the national authorities of the participating countries to present and discuss the outcomes of the work and contribute to the further definition of the Programme.

The specific tasks, outputs and deadlines will be further detailed in the contracts which will be stipulated with experts.

The indicative roadmap, timeframe and milestones of the process of definition of the new Programme which involves the four experts, as defined in the preliminary meeting held in Brussels in late January 2020, is the following:

Timing	Meeting	Deliverables to be presented by the experts and discussed
June 2020	2 nd Task Force meeting	First draft of the summary of the main joint challenges: context analysis (socioeconomic and environmental sections) included in Part 1
September 2020	Heads of Delegation meeting	First draft of Part 1 (selected policy objectives; selected priorities and specific objectives) First draft of Part 4 (Programme structures)
November 2020	3 rd Task Force meeting	Consolidated version of Part 1 (justification for the selected policy objectives; selected priorities and specific objectives) Consolidated version of Part 4 (Joint structures) First draft of Part 3 (Communication and monitoring) Launching of the Strategic Environmental Assessment
January 2021	4 th Task Force meeting	Minor modification to Part 1 (justification for the selected policy objectives; selected priorities and specific objectives) Consolidated version of Part 3 (Communication and monitoring) First draft of Part 2 (Financial plan)
Spring 2021	5 th Task Force meeting	Approval of the consolidated Programme

Article 4 - Application requirements

In order to be included in the shortlists, candidates must satisfy the following eligibility criteria:

- Be citizen of Member State of the European Union, a country that is a beneficiary of Regulation (EU) No 232/2014 of the European Parliament and of the Council 11 March 2014 establishing a European Neighbourhood Instrument, including all Mediterranean Partner Countries involved in the ENI CBC MED Programme, a country that is a beneficiary of Regulation (EU) of the European Parliament and of the Council No 231/2014 of 11 March 2014, establishing an Instrument for Pre-Accession Assistance (IPA II) or a Member State of the EEA or a country that is eligible according to articles 8 and 9 of the Regulation (EU) No 236/2014 laying down common rules and procedures for the implementation of the Union's instruments for financing external action;
- Possession of civil and political rights;
- Absence of sanctions under the national penal law of the country where the candidate is resident or on-going penal procedures;
- Never having been deprived nor laid off from public administration and having been deprived from a position in the public administration for having obtained it by supplying false or absolutely invalid documents.

Moreover, the following qualifications must necessarily be fulfilled for all profiles:

- Have a level of education corresponding to completed university studies attested by a degree;
- Have an advanced command of English¹ (understanding, speaking, reading, writing) together with a good command of French²;
- Have a good knowledge of the contents of the new programming cycle of European territorial cooperation and neighbourhood instruments, with particular reference to the European regulatory framework still in the phase of definition;
- Have a good knowledge of the Euro - Mediterranean cooperation area, with particular reference to the areas eligible under the two previous programming cycles of cross-border cooperation ENI and ENPI;
- Possess good skills in drafting reports and work files and a proven professional experience in the international context, through participation in working groups / coordination tables.
- Have advanced command of the main IT tools regarding data entry, word processing, spreadsheets, in particular those necessary for data analysis and representation through tables and charts, and electronic communication.

A good or advanced command³ of Arabic (understanding, speaking, reading, writing) **will be considered as an asset**, i.e. an additional priority criterion in the selection procedure.

¹ At least corresponding to the C1 level of the Common European Framework of Reference for Languages (see the self-assessment grid at: <http://europass.cedefop.europa.eu/LanguageSelfAssessmentGrid/en>).

² At least corresponding to the B2 level of the Common European Framework of Reference for Languages (see the self-assessment grid at: <http://europass.cedefop.europa.eu/LanguageSelfAssessmentGrid/en>).

³ At least corresponding to the B2 level of the Common European Framework of Reference for Languages (see the self-assessment grid at: <http://europass.cedefop.europa.eu/LanguageSelfAssessmentGrid/en>).

Specific qualifications required for each profile:

Profile A – Thematic expert in the field of socio-economic development

- Proven experience in the preparation of socio-economic context analysis referring to a territorial area of macro-regional / international level, preferably with reference to the cooperation area covered by the ENI CBC Mediterranean Basin Programme;
- Proven experience in the preparation of programming documents for the management of European funds (structural funds, preferably in the Mediterranean area covered by Interreg programmes and/or European Neighbourhood Policy funds) or other funds in the framework of programmes funded by international institutions, acquired in the last two programming periods.

Profile B – Thematic expert in the environmental field

- Proven experience in environmental analysis, referring to a macro-regional / international territorial area, preferably with reference to the cooperation area covered by the ENI CBC Mediterranean Basin Programme;
- Proven experience in the management of Strategic Environmental Assessment processes of macro-regional / international programmes;
- Proven experience in the preparation of programming documents for the management of European funds (structural funds, preferably in the Mediterranean area covered by Interreg programmes and/or European Neighbourhood Policy funds) or other funds in the framework of programmes funded by international institutions, acquired in the last two programming periods;
- Proven experience in the procedures for managing EU funded programmes or other programmes funded by international institutions, in particular related with cooperation (transnational, cross-border, and/or with third countries).

Profile C - Expert in Programme management

- Proven experience related to the preparation of EU programming documents financed with structural funds (preferably in the Mediterranean area covered by Interreg programmes and/or European Neighbourhood Policy funds), acquired in the previous two programming periods;
- Proven experience in managing procedures of EU funded programmes, in particular related to cooperation (transnational, cross-border, and or with third countries);
- Proven experience in the analysis and definition of governance systems, management and control of programmes financed by structural funds (preferably in the Interreg area), or ENI or ENPI funds, acquired in the last two programming periods;
- Proven experience in the development of technical documents, guidelines and manuals for the management of the aforementioned programmes, with particular reference to the preparation of the financial circuits.

Profile D - Expert in evaluation and monitoring of programmes and public policies

- Proven experience in monitoring and evaluation of regional, national, and/or international EU funded programmes (structural funds, preferably in the and/or European Neighbourhood Policy funds), acquired in the previous two programming periods, including tasks related to the identification, collection and analysis of statistical data and indicators, drafting of reports, conclusions and recommendations.

Candidates shall possess the requested qualifications and experiences by the deadline for the submission of applications. Please note that the possession of all requirements must clearly result from the documents submitted by candidates (Attachment a - Request for participation and attachment B - Curriculum Vitae)⁴.

Article 5 - Selection procedure

A dedicated evaluation commission, established by the MA, will check the formal regularity of the submitted applications and will exclude the candidates who do not satisfy the necessary requirements foreseen in article 4 of this call. Candidates satisfying all the necessary requirements will be included in the shortlist(s) for which he/she has applied.

From each of the four shortlist four experts (one for each profile) will be selected according to the following criteria, listed by importance:

1. Higher number of experiences of the duration of minimum 6 months each for each specific qualification listed under Article 4;
2. Higher number of professional experiences of the duration of minimum 6 months each in the Mediterranean area (countries involved in the ENI CBC MED Programme);
3. Higher number of professional experiences of the duration of minimum 6 months each in EU Cross Border Cooperation programmes (ENPI, ENI, Interreg, IPA);
4. Advanced command of French;
5. Good or advanced command of Arabic.

In case of equal qualifications, priority will be given to the youngest candidate.

Since a candidate can be recruited for one profile only, in case an expert is in the best position in more than one shortlist, he/she shall express his/her preference one the profile for which he/she will be recruited.

Article 6 - Validity of the shortlists

The four shortlists of experts, created on the basis of the present call, will be valid for two years after its publication.

Article 7 - Application procedure

Under penalty of exclusion, applicants shall submit the following documents, **completed only in English**:

1. **Request for participation.** Under penalty of exclusion, it must be signed in a valid form (hand signed in original or digitally signed with a legally valid digital signature); the format (Attachment A), available on the Programme website www.enicbcmed.eu, must be used (other formats will not be considered).
2. **Curriculum Vitae** dated and signed in a valid form (hand signed in original or digitally signed with a legally valid digital signature) according to the European format (Attachment B) available on the Programme website www.enicbcmed.eu.
3. A copy of a **valid Identification Document**.

⁴ The description of the experience and skills acquired must be included in the CV, which will be used as a document that justifies what was stated in the request for participation.

4. A **cover letter** dated and signed describing briefly the experience, qualifications, skills and motivation to perform the tasks for which the application is submitted, shall be attached to the request for participation (maximum one page in English).

Applications not including the documents from 1 to 3 will be rejected.

Under penalty of exclusion, applications shall be sent no later than **23/03/2020**, by one of the following means:

1. registered mail (i.e. postal service) with return receipt;
2. private courier service;
3. hand-delivered (Monday to Friday, from 10.00 to 13.00, and, only on Wednesday, from 16.00 to 18.00);
4. by PEC (Posta Elettronica Certificata) as regulated in Italy by DPR 68/2005 and following acts.

The address for delivery by postal service, private courier service or hand delivery is the following:

Regione Autonoma della Sardegna – Presidenza
Autorità di Gestione del Programma “ENI CBC Bacino del Mediterraneo”
Via Bacaredda, 184 - 09127 Cagliari (Italy)

The PEC (Posta Elettronica Certificata) address is: enimed@pec.regione.sardegna.it.

Please note that a PEC can be sent only by a certified and legally valid account: the updated list of PEC providers can be found at: <https://www.agid.gov.it/it/piattaforme/posta-elettronica-certificata/elenco-gestori-pec>

In case the applications are sent by means from 1 to 3 (postal service, private courier or hand-delivered), the envelope shall be closed and shall indicate the wording **“ENI CBC MED – Call for Experts – Profile [indicate relevant profile(s) A, B, C, D]. DO NOT OPEN – NON APRIRE”**.

In case the application is sent by PEC, the wording **“ENI CBC MED – Call for Experts – Profile [indicate relevant profile(s) A, B, C, D]”** shall be indicated as object.

Applications sent by postal service, private courier or PEC or hand-delivered after the above-mentioned deadline of 23/03/2020 will not be taken into consideration. The postmark or express courier accompanying note is considered as a proof of postage date.

Under penalty of exclusion, applications duly sent by registered mail (i.e. postal service) or private courier within the deadline of 23/03/2020 shall be received by the MA **no later than 30/03/2020**. Applicants shall thus take all measures to ensure the respect of the deadline for receipt. The MA cannot be in any case held responsible for possible late delivery or loss of applications.

The declarations contained in the application are subject to controls, where applicable, as per Italian decree 445/2000 and its modifications and integrations. In case of false declarations, if the controls reveal that the content of the declarations is false, the concerned person will be excluded.

Article 8 - Contracting and payment arrangements

Before signing the contract, the selected candidates may be requested to present supporting documents (i.e., copy of university degree, certificates of working experience, etc.). The MA may not sign the contract with an expert who will not be able to certify the declarations contained in the request for participation and in the CV. The contract will be drafted in Italian language and is subject to the provisions of the relevant Italian fiscal and labour legislation applying to temporary contracts⁵.

The selected candidates will be offered a temporary contract under the Italian legislation with the following gross indicative fees (including taxes, social contribution fees and VAT, if due):

- Profile A: € 20.000,00 + estimated fees for travels (max € 10.000,00)
- Profile B: € 30.000,00 + estimated fees for travels (max € 10.000,00)
- Profile C: € 15.000,00 + estimated fees for travels (max € 10.000,00)
- Profile D: € 15.000,00 + estimated fees for travels (max € 10.000,00).

Experts will be requested to attend the coordination meetings with the Task Force and/or Heads of Delegations as well as with the Managing Authority and to present the result of their work according to the assignments, outputs and timeframe agreed with the Managing Authority.

Each expert is entitled to an additional fee compensating the time dedicated to these meetings, estimated in EUR 500,00 (duties and taxes included, excluding those due by the contracting administration) per working day. The total number of working days included in the fee will be defined taking into account also the days necessary for travelling, depending on the selected experts residence and/or domicile.

No additional reimbursement for travel and accommodation costs is foreseen.

The bank account details (name of the bank, account holder, IBAN/BIC/SWIFT numbers) are specified in the contract. Any change during the implementation of the contract should be officially communicated to the MA.

In terms of taxes, Italian laws and regulations apply. For Italian residents withholding taxes will be deducted, equivalent to 20% of the total gross amount.

For non Italian residents, the contracting authority will apply, under request of the expert, the regime of the relevant treaty against double taxation concluded by Italy and the country of the expert, accompanied by a valid fiscal certification issued by the national tax agency or, in alternative, in case of absence of a treaty with Italy, or in case the certification is not provided, or upon explicit request of the expert, the Italian tax legislation will be applied a flat tax-rate equivalent to 30% of the total gross amount will be deducted⁶.

In this latter case, mandatory social security contributions are also deductible from the taxable income, above the threshold of Euro 5.000,00⁷.

⁵ This selection procedure is ruled in particular by the provisions of article 6 bis, paragraph 2, of regional law n. 31 of 13/11/1998.

⁶ Art. 25, (4), DPR n. 600/73 and art. 23(2, c), DPR n. 917/86. In this case, a claim for reimbursement of Italian taxes can be submitted to the Pescara Tax Office, within 48 months from the date on which the Italian withholding tax was retained. For more information, please visit the website http://www1.agenziaentrate.gov.it/english/individuals/double_taxation_relief_individuals/conventions_avoidance_DT.htm

⁷ According to the Italian legislation, if, during the year of payment, the expert has received more than EUR 5.000,00 as fees for other temporary contracts, a contribution for the Italian Institute for the Social Welfare (INPS) shall be paid.

Payments will be made in one or different solutions, after the conclusion of the assignments foreseen for each step, according to the specific terms set in the contracts which will be stipulated with experts.

Before the payment, the MA will check the quality of the work carried out. In case the work carried out by the expert is of poor quality, delayed or not in line with the contract and Programme documents, the MA will ask the expert to revise or complement his report. If the expert does not provide satisfactory amendments/supplements, the MA will be allowed to reduce the remuneration **up to 50%** of the amount due.

Article 9 – Methodology and place of work

The experts will be required to work mainly in a remote way and to submit electronically drafts or provisional materials produced as part of their assignment, as well as to attend periodical meetings with the MA/TF/HoD, according to the indicative timeframe described under Article 3, in order to discuss the main outcomes of the work carried out. Progresses in completing the tasks assigned shall be timely reviewed upon request of the MA and/or the TF .

Article 10 - Conflict of interest

For the entire duration of his/her mandate, it is forbidden to the expert to be engaged in any other mandate or consultancy which may put him/her in a situation of conflict of interest.

The failure in observing these obligations or the occurrence, during the execution of his/her mandate, of reasons of incompatibility or conditions of conflict of interest will determine the end of the mandate itself.

The expert is subject to the provisions set in the “Code of Conduct” of the Autonomous Region of Sardinia⁸ and to the incompatibilities foreseen by article 53 of the Italian Decree 165/2001.

The role of external expert is incompatible with being a voting or a non-voting member of the ENI CBC MED Joint Monitoring Committee.

Article 11 - Confidentiality

Experts will have to observe confidentiality of the information and documents brought to their attention as well as on the contents of their work. In this regards they will have to sign a specific declaration of confidentiality in which they commit not to disclose any information related to their work.

Article 12 - Personal data treatment

Personal data submitted by the experts will be only used for the participation to the selection procedure and for the possible signature of a contract with the Managing Authority, according to the law in force (EU Reg. 2016/679 and Legislative Decree N. 196/2003).

⁸ The Code of Conduct (“Codice di comportamento”) was approved by DGR no. 37 of 31.1.2014. According to the latest « Piano triennale per la prevenzione della corruzione e la trasparenza » .approved by DGR 6/1 of 5.2.2019, the code is applicable also to external experts.

Article 13 - Publication of the call and results of the selection

This call is available in English, with an extract in French and Italian, on the official website of the Programme: www.enicbcmmed.eu as well as in the official website of the Sardinia Region www.regione.sardegna.it.

The results of the procedure will be published on the Programme website www.enicbcmmed.eu as well as on the official website of the Sardinia Region www.regione.sardegna.it.

Article 14 - Applicable jurisdiction

Any dispute arising from the present selection procedure shall be submitted to the exclusive jurisdiction of the Administrative Court of Cagliari.

Article 15 - Final provisions

The MA reserves the right to modify, extend, suspend entirely or partially or revoke this call. The participation in the selection procedure involves the implicit and unconditional acceptance of the provisions of this call.

For any further information, please contact the MA by email at the following address: eni.management@regione.sardegna.it.

Article 16 - Person in charge of the procedure

The person in charge of the selection, as per this announcement, is Ms Elisabetta Neroni, Head of the Operational and Authorising Unit of the Managing Authority.

The Head of the Operational and Authorising Unit

Elisabetta Neroni