

2024

# Triangular Cooperation Window

European Union  
Latin America  
& the Caribbean

2021-2024



# Specific rules 2024



**ADELANTE Triangular Cooperation Window  
European Union - Latin America and the Caribbean  
2021-2024**

**Specific rules  
2024**

<http://extranet.adelante2.eu>

## Specific rules 2024

In accordance with item A.2.a of the 'Guidelines for applicants of the ADELANTE Triangular Cooperation Window European Union - Latin America and the Caribbean 2021-2024. Version 2 - March 2022', these Specific rules are in force and apply exclusively to the 'ADELANTE Window 2024'.

### Specific rule 2024.

#### 1. Budget allocation ADELANTE Window 2024.

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The budget allocation for the ADELANTE Window 2024 is **500,000 EUR**.

Reference Guidelines for applicants Version 2 - March 2022: item A.2.b<sup>1</sup>.

### Specific rule 2024.

#### 2. Priorities.

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##### 2.a. Priorities of the European Union.

For Triangular Cooperation Initiatives submitted to the ADELANTE Window 2024, priority will be given to:

- **Those aimed at 'promoting a green and just transition, inclusive digital transformation, human development, and health resilience and vaccines', in line with the European Global Gateway strategy in Latin America.**

[Global Gateway](#), launched in 2021 by the European Commission and the High Representative of the European Union, promotes sustainable and reliable connections that serve people and the planet.

The aim of Global Gateway is to mobilise investment through a Team Europe approach (bringing together the EU, its Member States and its financial and development institutions) to achieve transformative impact in the digital, climate, energy, transport, health, education and research sectors.

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<sup>1</sup> Budget allocation for previous editions. ADELANTE Window 2021: 1,000,000 EUR, ADELANTE Window 2022: 1,500,000 EUR, ADELANTE Window 2023: 2,000,000 EUR.

It focuses on smart, quality investments, respecting the highest social and environmental standards, in line with EU interests and values: the rule of law, human rights, and international norms and standards.

Global Gateway is fully compliant with the United Nations 2030 Agenda and its Sustainable Development Goals, as well as the Paris Agreement.

Many countries need a trusted partner to develop sustainable, quality projects and ensure that they are implemented in a transparent manner, and that they do not lead to unsustainable levels of debt; instead, bringing lasting social and economic benefits to local communities. Global Gateway responds to this need through projects in Latin America and the Caribbean, the Middle East, Asia and the Pacific, and Sub-Saharan Africa.

**[Global Gateway in Latin America and the Caribbean](#) revolves around the following pillars:**

**A green and just transition:**

Zero-emission mobility, promoting e-mobility and the modernisation of public transport systems.

Climate finance, supporting the establishment of ratings and green bonds.

Investing in critical raw materials and joint value chains, responding to growing demand, ensuring reliable access to resources, and upholding high social and environmental standards.

**An inclusive digital transformation:**

Support for investment in the 5G network and last mile connectivity.

Support for inclusive digital transformation projects to make digitalisation more accessible and competitive for certain industries.

Support for investment in projects promoting the digitalisation of public administrations, health services, educational and research institutions.

Promoting an enabling environment, including regulatory frameworks (data governance and protection, e-government protection), norms and standards (good governance), cybersecurity and artificial intelligence.

**Human development:**

Creation of decent jobs and formal employment.

Promotion of shared technology.

Strengthening vocational education and training.

Promotion of gender equality.

**Health resilience and vaccines:**

Supporting and reinforcing ongoing bi-regional work through the new EU-LAC partnership for the production of vaccines, medicines and other health technologies.

Promotion of digital health.

Strengthening regulatory systems for medicines.

Reference Guidelines for applicants Version 2 - March 2022: item A.5.

Reference Guidelines for applicants Version 2 - March 2022: Annex 1.

Please note that, as established in item A.5.c:

*Alignment with EU priorities and coherence with other development efforts are not mutually exclusive criteria. They are considered elements that add value and enrich the Initiative.*

*The assessment of each of these criteria shall not be based on a certain section or a certain paragraph of the corresponding form. On the contrary, the assessment of each criteria will take into account all the information provided, including the 'non-mandatory' fields.*

## 2.b. Additional priority of the ADELANTE Window 2024.

For Triangular Cooperation Initiatives submitted to the ADELANTE Window 2024, priority will be given to:

- **Those with a strategy to ensure the continuity of the Partnership beyond the implementation period of the Initiative.**

This strategy should have a detailed action plan that aims to maintain and even strengthen the joint work between the Partnership's member entities once the Initiative's implementation period has ended.

The presentation of this strategy and its corresponding action plan is adapted to the priority established in the previous item: it is not a criterion for exclusion, but rather an element of added value that enriches the Initiative.

## Specific rule 2024

### 3. Minimum and maximum amount of financing.

For Triangular Cooperation Initiatives presented in the ADELANTE Window 2024, a **minimum amount of 100,000 EUR and a maximum amount of 150,000 EUR of funding is established through the ADELANTE Window**, including the budget for the final activity of the Initiative.

Reference Guidelines for applicants Version 2 - March 2022: Rule 4.1

Please note that, as set out in Paragraphs 1 and 2 of Rule 4:

*As stated in the previous point, co-financing or a financial contribution of at least 25% of the total budget of each Initiative is considered, which must be provided by the Partnership member entities.*

*During the formulation process, the exact amount should be specified, as well as the budget item to which it applies (Rule 5) and the entity or member entities of the Partnership that assume the responsibility for providing, implementing and justifying it.*

*This financial contribution may be provided in cash, in-kind or a combination of both, depending on the capacities of the Partnership member entities. Under no circumstances may it come from international development cooperation projects or programmes financed by the European Union.*

*In the final version of the implementation form, the actual provision of co-financing must be justified, following instructions in the Manual of Procedures.*

## Specific rule 2024

### 4. Minimum and maximum duration of the implementation period.

For Triangular Cooperation Initiatives submitted through the ADELANTE Window 2024, **a minimum duration of 90 days and a maximum duration of 150 days have been established for the implementation period.**

Reference Guidelines for applicants Version 2 - March 2022: Rule 10.1

Please note that, as set out in Paragraph 2 of Rule 10:

*The starting date of the implementation period of each Initiative will be expressly indicated by the Partnership in the final formulation, according to the intervention methodology and action plan of the Initiative, and will be confirmed in the note of approval of the final formulation.*

*In any case, it will be established within the 60 calendar days following notification of the approval of the final formulation.*

## Specific rule 2024

### 5. Time frames for the management cycle of Triangular Cooperation Initiatives.

For Triangular Cooperation Initiatives submitted to the ADELANTE Window 2024, **the following time frames have been established for the management cycle.**

All references to time periods in the ADELANTE Window are considered in calendar days, understood as any of the 365 days of the year, including weekends and public holidays. The reference time zone is Brussels (UCT/GMT+1).

#### **Phase 0. Registration of individuals.**

The person responsible for the Initiative in the coordinating entity (Rule 1.5.a) and a representative from each of the Partnership entities (Rule 1.5.b) must be registered on the ADELANTE Extranet.

Select the working language of the Initiative (Rule 14).

#### **Phase 1. Pre-formulation.**

**1. Confirm that the regulatory documents have been read and that the conditions in the ADELANTE Window have been accepted.**

2. Complete the **concept note** form and attach the 'formalisation document of the Triangular Cooperation Partnership' (Rule 1), with the possibility to make enquiries through the ADELANTE Extranet.

3. Send the concept note.

4. Receive notification of request for interview, request for clarification, non-acceptance of concept note or acceptance of concept note. **A maximum period of 13 days from submission of the concept note.**

4.bis. In the case of a request for an interview:

Set a date for the interview. **A maximum period of 3 days upon receipt of the notification of the request for an interview.**

Follow the process as agreed in the interview.

4.tris. In the case of a request for clarification of the concept note:

Review the concept note form online based on the notification.

Send the revised concept note. **A maximum period of 5 days from receipt of the notification of the request for clarification.**

Receive notification of non-approval or approval of the revised concept note. **A maximum period of 5 days from the submission of the revised concept note.**

In the event of non-approval of the revised concept note, the process will be terminated.

In the event of non-approval of the concept note, the process will be terminated.

In the case of approval of the concept note or the revised concept note, the formulation phase will begin.

## **Phase 2. Formulation.**

5. Complete the designated sections of the **draft formulation form**, and queries can be made via the ADELANTE Extranet.

6. Submit the draft formulation form. **A maximum period of 10 days upon receipt of the notification of approval of the concept note or the revised concept note.**

7. Hold the **first formulation meeting** online with the ADELANTE Team, as well as all the meetings required to guarantee the quality of the final formulation (item A.5.e). The final activity of each of the Initiatives will also be defined in these meetings, so that all of the final activities of the ADELANTE Window 2024 Initiatives coincide at the same time.

8. After the first formulation meeting, receive the notification to complete the new designated sections for the **final formulation**.

9. Complete the final formulation.

10. Submit the final formulation. **A maximum period of 20 days from receipt of the notification to initiate the final formulation.**

11. Receive notification of non-approval or approval of the final formulation. **A maximum period of 10 days from the submission of the final formulation.**

In the case of non-approval of the final formulation, the process will be terminated.

In the case of approval of the final formulation, the 'Final formulation approval note' establishes the key and binding elements of the Initiative and sets the stage for the implementation phase.

### Phase 3. Implementation.

12. Celebrate the **official kick-off meeting of the Initiative online**.
13. Complete the **implementation form** and update it regularly throughout the implementation period of the Initiative, in accordance with the provisions of the 'Manual of Procedures' and the 'Manual for Implementation and Management' (Rule 5.3).
14. **Carry out activities jointly with the ADELANTE Team (Rule 11) and hold regular 'quality management meetings' and 'strategic meetings'**.
15. Fill out the **final version of the implementation form**.
16. Hold the **final activity of the Initiative** in conjunction with the final activities of the other ADELANTE Window 2024 Initiatives.
17. Submit the final version of the implementation form. **A maximum period of 15 days following completion of the final activity.**
18. Receive the notification of approval of the final version of the implementation form, which concludes the implementation of the Initiative.

### Phase 4. Ex post.

19. Upon finalising implementation, complete the ex post **follow-up report form** on an annual basis.
20. Send the ex post follow-up report online.
21. Receive feedback on the ex post follow-up report.

Reference Guidelines for applicants Version 2 - March 2022: item A.5.b

**In cases where the deadlines set out in this Specific rule are not met during the pre-formulation and formulation phase, it will be understood that the Partnership withdraws from the Initiative and the request for co-financing, thus ending the process without being able to resume it at any time or under any circumstances.**

## Specific rule 2024

### 6. Grounds for exclusion from the Partnerships.

For the Triangular Cooperation Initiatives submitted to the ADELANTE Window 2024, 'grounds for exclusion from the Partnership' are established, in addition to those provided for in Rule 1.7 of the Guidelines for applicants Version 2 - March 2022, as set out in the text of the Rule itself: *In addition to these grounds for exclusion, additional grounds will be established by the relevant Specific rules, in particular those related to the performance of the Partnerships as a whole or of any of their member entities in the framework of previous annual windows.*

Additional grounds for exclusion:

- **If any of the Partnership member entities has pending commitments in the framework of a Triangular Cooperation Initiative co-financed by the ADELANTE Window 2023** that may affect the effectiveness of the Initiative or the joint work of



the Partnership, regardless of the function (coordinating entity or partner entity) or role (Beneficiary, First provider or Second provider) that it has performed in the previous Initiative or that it intends to perform in the Initiative to be submitted to the ADELANTE Window 2024.

Reference Guidelines for applicants Version 2 - March 2022: Rule 1.7

## Specific rule 2024

### 7. Maximum days of consultancy.

For Triangular Cooperation Initiatives submitted to the ADELANTE Window 2024, a **maximum of 25 days of consultancy is established (budget item: professional services / fees for independent professionals not affiliated with the Partnership member entities) for each Initiative.**

Consultancies should be duly justified within the Initiative's work plan and should not replace the Partnership's own knowledge generation processes.

Reference Guidelines for applicants Version 2 - March 2022: Rules 5 and 6.

## Final provision 1.

While the Guidelines for applicants - Version 2 - March 2022 considers the possibility that the Specific rules of a given year may also refer to Rules 1.1. (Type of entities), 1.10. (Number of Initiatives per entity), 2.1. (Priority SDGs), 2.5. (SDGs, targets and indicators) and 8 (geographical approach), these Specific rules of the ADELANTE Window 2024 do not establish any new elements beyond the original approach of the Guidelines.

Therefore, for all matters not covered in the seven Specific rules outlined in this document, the Guidelines for applicants Version 2 - March 2022 will apply.

## ADELANTE 2

Brussels, March 2024



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