



**NOTE BY THE TECHNICAL SECRETARIAT**

**INVITATION TO NATIONAL AUTHORITIES  
TO APPLY FOR FINANCIAL ASSISTANCE  
UNDER THE EUROPEAN UNION JOINT ACTION  
ON SUPPORT FOR OPCW ACTIVITIES**

**Introduction**

1. In adopting a plan of action regarding the implementation of Article VII obligations (C-8/DEC.16, dated 24 October 2003), the Conference of the States Parties (hereinafter “the Conference”) agreed “that it is imperative that those States Parties that still need to do so take the necessary steps and set realistic target dates for these steps leading to the enactment of the necessary legislation, including penal legislation, and/or the adoption of administrative measures to implement the Convention no later than the Tenth Session of the Conference of the States Parties, scheduled for November 2005.” The Conference also underlined that these steps should include:
  - (a) designating or establishing a National Authority and notifying the Technical Secretariat (hereinafter “the Secretariat”) thereof in accordance with Article VII of the Chemical Weapons Convention (hereinafter “the Convention”), as soon as possible;
  - (b) taking the steps necessary to enact the legislation, including penal legislation, and/or to adopt the administrative measures States Parties need in order to implement the Convention in accordance with their constitutional processes; and
  - (c) providing the Secretariat with the full text of their national implementing legislation, including updates, or, in the case of States Parties with a monist legal system, with information on the specific measures they have taken to implement the Convention.
2. In November 2005, the Conference at its Tenth Session adopted a decision on follow-up to the Article VII plan of action (C-10/DEC.16, dated 11 November 2005). The decision recognised that a sizeable number of States Parties still needed to take further action to meet their Article VII obligations, and that a number of these States Parties still required assistance and technical support from the Secretariat.



3. In view of the issues addressed in the aforementioned decisions, a number of States Parties and the European Union (EU) have made additional financial resources available to the OPCW to support national-implementation efforts.
4. In 2003, the European Council adopted the EU Strategy against the Proliferation of Weapons of Mass Destruction. That strategy identified a number of concrete actions to promote and reinforce multilateral disarmament and non-proliferation regimes such as the Convention. The EU implements this strategy by several means, including by enhancing its support for verification regimes and offering assistance to States Parties in implementing the Convention.
5. As part of that strategy, on 12 December 2005 the Council of the EU adopted a second Joint Action, 2005/913/CFSP, on support for OPCW activities in the framework of the implementation of the EU Strategy against Proliferation of Weapons of Mass Destruction. Included in this Joint Action is a new pilot programme that will provide limited financial support to selected National Authorities.

#### **Grant applications**

6. Under that programme, the Secretariat and the EU have agreed on a pilot grant-making scheme that will help States Parties meet their Article VII obligations. Interested National Authorities in States Parties whose economies are developing or in transition are invited to apply for financial assistance under the scheme.
7. Areas to be funded under the scheme include the following:
  - (a) national-awareness courses for personnel from national agencies, departments, and ministries whose work is relevant to national implementation;
  - (b) the drafting of national implementing legislation and regulations by legal experts;
  - (c) the translation of legislation and regulations in States Parties with more than one official language; and
  - (d) the publication and distribution of legislation and regulations.

#### **Eligibility criteria and selection procedures**

8. All funding requested under this scheme must be for activities related to the implementation of Convention obligations. Please note, however, that no grants can be made to cover the payment of salaries.
9. Progress made in pursuing all activities funded under this scheme must be clear, measurable, and verifiable, and activities for which funds are requested must form part of a national action plan.

10. Applications for grants under this scheme will be reviewed by a Selection and Review Committee (SRC), which will be composed of representatives from the EU Council Presidency, the Office of the Personal Representative for Non-Proliferation of Weapons of Mass Destruction<sup>1</sup>, the EU Commission, and the Secretariat.
11. The SRC will meet in May and October each year, for as long as the scheme is run, to evaluate new grant proposals and carry out mid-term reviews of progress being made in activities already being funded, so as to determine whether to meet any requests for continued funding.
12. The Secretariat will carry out audits of all funded activities once they have been completed. To this end, National Authorities shall provide the Secretariat with statements of expenditures accompanied by original receipts for all expenses incurred.
13. Eligible National Authorities are invited to apply for funding on the form that is annexed hereto. The form must be accompanied by a letter from the National Authority or another duly authorised body, officially requesting the grant, and must include the following:
  - (a) a comprehensive description of the activities for which funding is requested, including details on how they will help the State Party meet its Article VII obligations, and, if possible, budget line items;
  - (b) a clear timetable for the completion of each of these activities, including interim as well as final deadlines; and
  - (c) a supporting statement regarding the ability of the National Authority or other government body receiving funds to make clear, measurable, and verifiable progress in completing the activities for which funding is requested.
14. The SRC will hold its first meeting in May 2006; its second, in October 2006. Applications for the first round of funding must be received by the Secretariat **no later than 1 April 2006**; applications to be considered at the second meeting must be received by the Secretariat **no later than 1 September 2006**. Applications that do not meet the criteria set out herein cannot be considered, and late applications cannot be considered at the meeting for which they have been submitted.
15. Any grants awarded under this scheme will be made payable directly to the National Authority, possibly in instalments. The maximum allowable grant will be EUR 15,000. For grants that are to be made in instalments, the first instalment will be paid out once the SRC has awarded the grant; further instalments will be paid out subject to a favourable review by the SRC.

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<sup>1</sup> The Personal Representative is appointed by the EU High Representative for Common Foreign and Security Policy.

16. In the case of grants to be paid in instalments, the SRC must be able to assess whether progress has been made in accordance with the aforementioned timetable. To this end, the National Authority in question must submit a progress report **not later than 30 working days** before the meeting at which the SRC is to carry out its review. Soon after the initial instalment is paid, the National Authority concerned will receive a model progress report, which will help it prepare the information to be submitted to the SRC for its review.
17. Further information on the scheme may be obtained from the Implementation Support Branch, International Cooperation and Assistance Division, which may be contacted by fax at +31 (0)70 306 3535 or by e-mail at [ipb@opcw.org](mailto:ipb@opcw.org).

Annex (English only):

Application for Financial Assistance under the Second European Union Joint Action on Support for OPCW Activities

**Annex**

**APPLICATION FOR FINANCIAL ASSISTANCE  
UNDER THE SECOND EUROPEAN UNION JOINT ACTION  
ON SUPPORT FOR OPCW ACTIVITIES**

**Applications to be considered by the Selection and Review Committee at its June 2006 meeting must be received by the Secretariat no later than 1 April 2006; applications to be considered at the second meeting, in October 2006, must be received by the Secretariat no later than 1 September 2006.**

Applications should be addressed to:

The Director, International Cooperation and Assistance Division, OPCW

Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands.

Advanced notice of the applications may be sent by fax to +31 (0)70 306 3535 or by e-mail to [ipb@opcw.org](mailto:ipb@opcw.org).

**Please TYPE or USE BLOCK LETTERS.**

<b>SECTION 1: GOVERNMENT BODY APPLYING FOR THE GRANT</b>	
Name of body	
Address (Please do not give a post-office box number)	Street
	Number <span style="float: right;">Post code</span>
	City
	Country
<b>SECTION 2: PERSON TO BE CONTACTED REGARDING THIS APPLICATION</b>	
Family name	
First name	
Position	
Address (Please do not give a post-office box number)	Street
	Number <span style="float: right;">Post code</span>
	City
	Country
E-mail address	
Telephone numbers, including country and city codes	Home
	Work
	Mobile
Fax numbers, including country and city codes	Home
	Work

<b>SECTION 3: GOVERNMENT BODY THAT WILL RECEIVE ANY FUNDS AWARDED<sup>2</sup></b>	
Name of body	
Address (Please do not give a post-office box number)	Street
	Number <span style="float: right;">Post code</span>
	City
	Country
<b>SECTION 4: INDIVIDUAL DIRECTLY RESPONSIBLE FOR MANAGING ANY FUNDS AWARDED</b>	
Family name	
First name	
Position	
E-mail address	
Telephone numbers, including country and city codes	Home
	Work
	Mobile
Fax numbers, including country and city codes	Home
	Work
<b>SECTION 5: ACTIVITIES FOR WHICH FUNDING IS REQUESTED</b>	
1.	Amount requested (in Euros) <span style="float: right;">EUR</span>
2.	Please describe the activities for which funding is requested, including budget line items if possible. The description should also include details on how these activities will help your country meet its obligations under Article VII of the Chemical Weapons Convention. Please attach additional sheets if necessary.
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<sup>2</sup> Please use additional sheets to list other bodies that would receive any funds awarded, making sure to provide include details for a contact person.

3. Please provide a clear timetable for all the activities listed in subsection 1 above, making sure to include interim and final deadlines.

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4. Please write a supporting statement regarding the ability of the National Authority or other government body receiving funds to make clear, measurable, and verifiable progress in completing the activities for which funding is requested. Attach additional sheets if necessary.

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