



JEF Europe Solidarity Fund Guidelines

The Solidarity Fund (SF) is a mechanism to ensure and facilitate the participation of all sections in the democratic life of JEF Europe. It provides financial support under the form of a travel reimbursement and waiving of participation fees to statutory meetings to individuals who otherwise would not have the opportunity to fully participate in the life of JEF Europe.

Financial envelope available:

Within the framework of the yearly adopted budget, the Treasurer and the Secretary General can propose to the Board to establish a SF for a given year with a specific financial envelope.

The Executive Board, under the advice of the Secretary General and the Treasurer, may increase or decrease the financial envelope depending on the overall financial situation and the demand for travel funding.

Individual support available:

The SF support received by an individual shall not exceed 250€ per event and are subject to unit cost regulations by the European Commission, as specified in [this Commission Decision](#), due to the conditions of JEF Europe's operating grant which falls under the CERV programme of the European Commission.

Exceptions can be made in individual cases due to exceptional circumstances after consideration by the Selection Committee, with travel costs in this case also being subject to the European Commission's unit cost regulations.

Procedure for travel cost reimbursement:

- The call to claim a travel cost reimbursement under the SF shall be opened together with the call for participants of the concerned event;
- Applicants will be asked to submit their request to the Selection Committee up to 30 days before the concerned event;
- The SF selection committee will analyse the applications on a rolling basis and will give an answer no later than 20 days before the concerned event. The SF selection committee may ask for a meeting with an applicant if the need is felt;
- In case of refusal, the selection committee shall provide the applicant with reasons for such a decision;
- Beneficiaries will be asked to send their reimbursement claims, by post and by email, following the general [Reimbursement Rules of JEF Europe](#) no later than 30 days after the event in question.



Selection Committee:

- The Selection Committee is composed of the Secretary General, the Treasurer and an additional Board Member.
- Decisions made by the Selection Committee are validated by the Executive Board of JEF Europe.

Evaluation Criteria for Solidarity Fund requests:

The criteria for the evaluation of the SF requests include, but are not limited to:

- Absence of participation of the section's members in previous statutory meetings of JEF (Federal Committee Meetings and Congress Meetings);
- Absence of participation of the section's member in other JEF Europe events (trainings, seminars, joint JEF/UEF events, Erasmus+ activities);
- Directly elected member of the Federal Committee of JEF Europe or only possible representative of section;
- Amount of the cost claims;
- Cost effectiveness of the demand (comparison with existing travel options and % of the cost claimed);
- Written justification asked by the individual and/or the section, including the co-funding effort from the individual and from the section;
- Number of members of the section;
- Annual budget of the section;
- GDP/inhabitant of the country of residence of the member.

Other rules:

- As stated in the general reimbursement rules of JEF Europe, only costs accompanied by booking, receipts, travel documents (tickets, boarding passes) will be eligible for reimbursement.
- Reflecting the JEF Europe resolution ['Better integrated and more sustainable mobility infrastructure for an Ever Closer Union'](#), clean means of transport will be highly encouraged for any travel being reimbursed under the SF.
- Should the participant require any further measures to facilitate their participation in the event, they can reach out to the Selection Committee that assesses their request on a case by case basis.
- JEF Europe might decide for a variety of reasons (e.g. financial difficulties, need to refocus funds, etc.) to not give out or lower the amount of the Solidarity Fund budget, but strives to ensure the highest level of available funds to support everyone's participation in its events.