Anna Lindh Foundation
EUROMED

Co-funded by the European Union

ALF Hands-On
Call for Trainers (Deadline 28 November 2026)

What is ALF Hands-On?

ALF Hands-On is the Anna Lindh Foundation peer-to-peer online Capacity Enhancement Programme, that is designed by and for civil society entities working in the various areas of Intercultural Dialogue field.

The Programme offers to develop free, practical, non-theoretical online trainings for middle-level staff of civil society entities, creating space for peer exchange and professional growth.

ALF is seeking innovative and experienced civil society entities to design and implement online enhancing capacities modules that empower organisations working in the field of intercultural dialogue.

Why peer-to-peer?

Traditional training programmes often lack the interactive and collaborative elements needed for effective skill development. Peer-to-peer learning goes beyond theory. It builds connections among practitioners who share the same passion and understanding. It focuses on shared experiences and the exchange of practical tools that work on the ground.

Through this approach, participants (trainees) learn directly from facilitators and practitioners who understand the specific challenges that civil society faces in the Euro-Mediterranean region. It encourages dynamic interactions, knowledge exchange, and the co-creation of innovative solutions that are both practical and relevant to their field work.

Who are we looking for?

We are seeking passionate and knowledgeable **registered entities** within the 43 Euro-Mediterranean countries[1] with a specific expertise on the following main domains to be shared with peers on-line.

- Emerging intercultural challenges in the Euro-Mediterranean region
- Management of intercultural organisations and projects
- Strategic planning, governance and leadership for civil society organisations

From a thematic point of view, priority will be given to training modules that address with intercultural lenses and Euro-Mediterranean perspective the topics highlighted in the first pilar “People-to-People” of the Pact for the Mediterranean (https://north-africa-middle-east-gulf.ec.europa.eu/joint-communication-pact-mediterranean_en)

Note: The training modules should not focus on theoretical aspects, rather, they should equip participants with practical, hands-on skills and competencies directly applicable to their work as mid-level staff within civil society entities.

[1] Albania, Algeria, Austria, Belgium, Bosnia and Herzegovina, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Egypt, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Israel, Italy, Jordan, Latvia, Lebanon, Lithuania, Luxembourg, Malta, Mauritania, Monaco, Montenegro, Morocco, North Macedonia, Palestine, Poland, Portugal, Romania, Slovak Republic, Slovenia, Spain, Sweden, Syria, The Netherlands, Tunisia and Türkiye

Training features

The training modules must follow the below scheme: **3 sessions × 2 hours = 6 hours*** of training to be delivered in a maximum of two weeks. Other schedule combinations are also possible, as long as the total number of hours is met.

The training modules can be carried out in English, Arabic or French with no interpretation, targeting a minimum of 20 participants (trainees).

The lead organisation must comply with the ALF communication and visibility guidelines when implementing the intercultural dialogue initiative.

Hands-On application process

Step 1: Applicants elaborate a TRAINING OUTLINE, following the online form available, emphasising the added value of the proposed structure of contents; your non-theoretical approach; the active peer-to-peer e-learning methodology that you will apply; the specific expertise of the proposed facilitators and your organisation on the suggested topic, among others. Based on the information received from applicants, a screening selection will take place.

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Step 2: The successfully screened applicants provide FULL ENHANCING CAPACITIES APPLICATIONS, following the online template provided by ALF Secretariat, with the session's lengths, structure of contents, the proposed training materials, the communication supports and a draft of the ex-ante and ex-post questionnaires assessing the participants' level of capacity before and after attending the training module. Based on these aspects, a pre-selection will be made.

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Step 3: The ALF Secretariat and the shortlisted lead organisations will launch two **outreach campaigns** based on the communication supports previously provided and will actively contribute to promoting the training modules to ensure effective outreach.

The first campaign will promote the selected training modules for a first round to be carried out in April and May 2027.

A second outreach campaign will promote the same training modules for a second round to be carried out in June and July 2027.

Funding details

The shortlisted lead organisations reaching the targeted participation (at least 20 confirmed participants/trainees), will receive a lump sum allocation per training module as follows:

Module	Maximum period allocated for delivering the online trainings	Lump-sum per training module implemented
6 hours	Two weeks	1.500 euro

Leading organisations are encouraged to contribute to **ALF's outreach efforts by promoting their training modules** through their respective networks and among potential trainees relevant to the proposed topics.

The leading organisations whose training modules do not reach the targeted participation (at least 20 confirmed participants/trainees) will have the option to carry out the trainings according to the scheme below:

Number of participants per training module	Lump-sum per training module implemented
Training module engaging between 15 and 19 confirmed participants	1.250 euro
Training module engaging between 10 and 14 confirmed participants	1.000 euro

These lumps sums will contribute to covering all the related expenses regarding the preparation and implementation of each online enhancing capacities module effectively carried out.

Please note:
Participant (trainees) attendance will directly **affect the final payment**. If **absenteeism** exceeds 25% of the confirmed participants, the total amount transferred to the lead organisation will be reduced by 35 euro for each absent trainee.

Absenteeism is defined as a participant's failure to attend a training session without a valid force majeure justification.

Payment structure

No pre-financing payments are foreseen. The lump sums will be transferred to the bank account indicated by the host organisation.

These allocations will be released within 30 days after training module completion, submission and approval of final reports, including the required proofs of implementation.

Upon request, pre-financing equal to 60% of the lump sum can be issued. In those cases, the leading organisation will assume a fee deduction from the lump sum amounting 120 euro.

Selection criteria

Selection criteria will be based on the quality of the complete enhancing capacities modules received. Priority will be given to legally constituted organisations that are members of the ALF's National Civil Society Networks. A geographical balance between regions and countries will be observed, as well as diversity of the topics covered by the selected organisations.

The same entity may not submit more than one application to this call.

For the evaluation procedure, the following elements will be considered:

- Added value of the proposed structure of the contents (20%)
- Approach applied to guarantee non-theoretical training (20%)
- Methodology to ensure dynamic interaction between participants (trainees) and facilitators (trainers) and among participants (trainees) (20%)
- Credentials –previous experience- of the proposed facilitators (trainers) (20%)
- Lead organisation background in the specific field of the proposed enhancing capacities module (10%)
- Key target audience, visibility and outreach (10%)

Due to the large number of applications expected, the limited resources available, and the aim of diversifying the beneficiaries, priority will be given to applications that did not receive funding in the last "ALF Hands-On" call launched in 2025.

Applications will not be accepted for activities that are already partially or fully funded by the ALF

Applications including answers that are fully generated by AI will not be considered

Call for expression of interest

Entities interested in delivering *Enhancing Capacities* training modules are invited to submit their applications in English, Arabic, or French by 28 November 2026, 23:59 CET, using the online application form only: [application form link].
You may preview the application form here: [preview link].

Please note:

- Applications cannot be saved as drafts, and no changes can be made once submitted,
- In the event of multiple submissions, only the most recently submitted version will be considered,
- Only selected applicants will be contacted. Results will be communicated exclusively via the ALF website,
- and a notification will also be posted on the ALF social media platforms.

Indicative timeline

29/10/26	Launch of the call for participation
10/11/26	Online information session
28/11/26	Deadline to submit training outlines applications
24/12/26	Announcement of the successfully screened applicants to submit full applications
14/01/27	Deadline to submit full enhancing capacities applications (training modules)
28/01/27	Announcement of the pre-selected lead organisations
April-May 2027	Implementation of the first round of enhancing capacities modules
June-July 2027	Implementation of the second round of enhancing capacities modules

(*) Online meeting with the pre-selected lead organisations to share methodology approaches will take place tentatively early February 2027
(*) Online meetings with the lead organisations to evaluate results will take place tentatively in July 2027

Please note: The above timeline is indicative and may be subject to slight adjustments depending on the number of applications received and the overall evaluation process. The ALF Secretariat will make every effort to follow the proposed schedule while ensuring a fair and comprehensive selection process.

Final reporting requirements

At the end of each Enhancing Capacities module, the awarded entity must submit the following to ALF **no later than two weeks** after the completion of the training:

- **Triple online evaluations**, completed using the template provided by the ALF Secretariat:
  - One by the lead organisation
  - One by the facilitators (trainers)
  - One by the participants (trainees)
- **A summary narrative report** outlining the key findings and statistics related to the training module **including the results of the ex-ante and ex-post questionnaires**

· **Attendance records** for each session (attendance sheets)
· **At least one screenshot per session** clearly showing the date of implementation

Background

The ALF, (https://alf.website/en/), was created in 2005 as a Euro-Mediterranean intergovernmental organisation based in Alexandria. The ALF, inspired by Anna Lindh's legacy, is committed to fostering intercultural dialogue within its mission of nurturing inclusive societies where diversity is celebrated and everyone's voice is valued. By promoting peace, justice, and strong partnerships, the ALF strives to create a world where people from diverse backgrounds live in harmony through open and meaningful intercultural exchanges.

ALF brings together organisations, institutions, policy makers, and other change makers from all Euro-Med countries to open a dialogue and cooperate. People meet, learn, and collaborate, through the Foundation's different Programmes and initiatives in different fields to empower them to create a chain of positive change that touches more lives and communities. Its action is grounded on the two main ALF bodies: Its National Civil Society Networks, with more than 4.500 members, and the 43 States of its Board of Governors.

Framework and financial allocation

This call is being developed within the framework of the EU Grant Phase VII in accordance with the ALF Multiannual Work Programme 2025-2028. The total indicative amount allocated to this call is 75.000 euro.

The ALF reserves the right to award the contracts subject to the availability of the funds and the pending signature of the new grant contract (Phase VII) with the EC.

Online application form [All fields mandatory]

Description of the applicant:
Name of the organisation:
Website/link to FB page of the organisation:
Country/Network: [Scroll down only the eligible countries]
Is your organisation a member of one of the ALF National Civil Society Networks? Yes/No
If yes, please paste the link of your organisation profile on the ALF corporate website
If no, have you submitted an application to become an ALF member? Yes/No When?
(Please note that membership is offered free of charge)

Responsible person for this call:
Responsible person's position in the organisation:
Responsible person's email address:
Responsible person's direct phone number with international country codes:

Description of the application: Training Module Concept
Enhancing capacities module title: (max 130 characters with spaces) **Make it appealing!**
Domain of the proposed training: [Intercultural Dialogue, Management, Strategy]. Please select one
Language of the proposed training: [English, Arabic, French]. Please select one

Organisation background (max 1.500 characters with spaces)
Explain the background of your organisation in the specific field of the proposed enhancing capacities module.

Training module overview (max 2.000 characters with spaces)
Provide an overview of the training module concluding the context.

A short brief about the training module (600 characters with spaces) **What makes it unique, practical and interactive in a concise and attractive way**
This brief will be used in promoting the module once it has been selected.

Added value of the proposed structure of the contents (max 2.000 characters with spaces)
Detail from a thematic point of view, how your module addresses with intercultural lenses and Euro-Mediterranean perspective the topics highlighted in the first pilar "People-to-People" of the Pact for the Mediterranean

Ad hoc tailored training approaches to guarantee non-theoretical training (max 2.000 characters with spaces)
Explain the specific approach you plan to develop for the proposed training module.

Ad hoc tailored training methodologies to ensure dynamic interaction between participants (trainees) and facilitators (trainers) and among participants (trainees) (max 2.000 characters with spaces)
Explain the specific methodology you plan to develop for the proposed training module

Number of facilitators/trainers who will deliver the training module:

Training facilitators/trainers (Short Bio. max 600 characters with spaces each)
Indicate name and relevant previous experience of each of the proposed trainers (provide a brief introduction to each trainer/facilitator, highlight their experience in leading training courses, particularly related to the topic of the proposed training module.
This brief will be used in promoting the module once it has been selected
Trainer 1 Bio:
A profile photo of trainer 1: (Upload)

Trainer 2 Bio:
A profile photo of trainer 2: (Upload)

Trainer X Bio:
A profile photo of trainer X: (Upload)

Training design framework
Describe the training module structure:
Session X:
Title:
Length:
Main objective (max 1.000 characters with spaces):

Proposed timeframe
Provide a general timeframe for conducting the proposed sessions in accordance with the period allocated for delivering the online training in the call:
dd/mm/yyyy-dd/mm/yyyy

Key Target Audience (max 1.000 characters with spaces)
Provide an overview of the target audience of the proposed training module.

Promotion, Visibility and Outreach (max 1.000 characters with spaces)
Explain the promotion, visibility and outreach strategies to reach the training module's target audience.

By submitting this application, you confirm that all elements of your application are original and that you hold the rights to the content. If you are collaborating with others, please ensure that intellectual property rights are clearly defined and respected. [Mandatory check box to be able to submit the application]

Did you make use of Artificial Intelligence in drafting this application? The ALF has AI detection checkers. (Yes/No) If yes: why?

Where did you hear about this call? (drop-down menu)

By participating in this call, the applicant accepts the provisions of the ALF regarding patents, privacy and intellectual property and the protection of personal data [link to the legal text] [Mandatory check box to be able to submit the application]
and accepts to be subscribed to receive updates about the ALF's activities and future opportunities [Mandatory check box to be able to submit the application]