

ENC Academic Council, Partnerships and Organisational Guidelines

The following document outlines the exact organisational structure and membership obligations, guidelines and decision-making rights of Academic Council Members (ACM), external advisors and partners of the European Neighbourhood Council (ENC). This includes obligations and representation of external advisors, ACMs, non-governmental and network partners and rules regarding the decision making of ENC's annual research, event and project planning from a subject and country-based perspective.

The ENC is divided into five separate structures: Academic Council, External Advisors, Regional Networks and Research and Event Partnerships. Each separate structure will be defined and examined below with references to funding, decision-making, including on-going obligations and annual tasks.

Academic Council

The ENC is a non-profit organisation with its legal seat in Brussels, Belgium. It serves as an independent research centre with a platform for university academics specialised in democracy, foreign affairs, economy, education and security. The aim is to foster inter- and cross- regional dialogue, research, events and projects between academics and policy makers throughout the defined geographical and topical areas of ENC¹.

The guidelines for ENC's Academic Research, Academic Events and Academic Projects are determined annually through consultations with all ACMs (see below).

Composition and Structure

ACMs are posts exclusively reserved for academics – enrolled, academically employed or conducting research for a university institution - in any EU member state², EU

¹ The defined ENC geographical area includes EU countries, ENP countries, EU candidate countries, Central Asian Republics, Sahel and Gulf countries.

² European Union (EU) includes: **Austria, Belgium, Bulgaria, Croatia**, Republic of **Cyprus, Czech Republic, Denmark, Estonia, Finland**, France, Germany, Greece, Hungary, Ireland, Italy, **Latvia**, Lithuania, Luxembourg, Malta, **Netherlands**, Poland, Portugal, Romania, Slovakia, **Slovenia**, Spain, Sweden and the UK.

candidate country³, European Neighbourhood Policy area country⁴, Central Asian republics⁵ and Gulf countries⁶

They are selected by the Managing Director of ENC in consultation with the External Advisor Council and existing ACMs. They select a maximum of five⁷ academics from each of the countries. ACMs from each country must be chosen based on the country in which the academic institution they are employed by is registered, while also taking into consideration their area of focus, which should be coherent with the basic five-pillar topic priority structure of ENC⁸. Selection is on-going and the objective of ENC is to fill all academic council posts. The selection process is based on many factors, including seniority, ENC area of interest alignment, publications, external advice and academic recommendations, including diversity of ideas and gender. ENC is allowed to remove an ACM if no partnership agreement is in place between the university and ENC, or if the ACM is no longer registered as an academic at a university institution.

Annual decision-making

ACMs determine the guidelines for research and projects to be undertaken by ENC on an annual basis. ENC staff members meet (virtually, electronically and telephonically) individually or in groups with the Academic Council Members, through various institutions. Meetings include ACMs from all countries specialising on democracy, foreign affairs, economy, education, and security⁹. The objective of meetings is to understand shared concerns based on the topic area in order to find common ground for research, events and projects throughout the ENP and accession area, including wider Europe.

During meetings ACMs may put forward their suggestions about which sub-areas of topic related academia necessitate more attention. They will also be asked about the necessity for further research, events and/or projects in the given sub-areas and academic fields. The meetings include country-related discussions about research with ACMs. During meetings, ENC staff and researchers will consult with ACMs to understand the priority areas in each country concerning the five pillar priorities of ENC.

³ Candidate countries to the EU include: **Albania**, the Former Yugoslav **Republic of Macedonia**, **Montenegro**, **Serbia** and **Turkey**.

⁴ European Neighbourhood Policy (ENP) countries include: **Algeria**, **Morocco**, **Egypt**, **Israel**, Jordan, **Lebanon**, Libya, the Palestinian Authority, **Syria**, Tunisia in the South ENP and **Armenia**, **Azerbaijan** and Belarus, Georgia, **Moldova**, **Ukraine** in the East ENP.

⁵ Central Asian Republics include: Kazakhstan, Kyrgyzstan, Uzbekistan, Tajikistan and Turkmenistan.

⁶ Gulf countries include all member countries of the Cooperation Council for the Arab States of the Gulf: Bahrain, Kuwait, Oman, Qatar, Saudi Arabia and the United Arab Emirates.

⁷ The restriction of five academic council members per country is applicable until 2019. As of the 1st of January 2019, ENC will allow for ten academic council members per country in total, thereby allowing for five new academic council members per country to be selected.

⁸ Consideration should be given to the topic or area of interest of each selected academic to make sure that it corresponds with ENC's five subject pillars, which include democracy, foreign affairs, economy, education and security

⁹ The five ENC pillars include: democracy, foreign affairs, economy, education and security.

Regular meetings provide the core research, event and project application priorities of ENC for each working year, meaning that selected countries' conclusions from country and topic meetings will provide the geographically equal, balanced and academically driven guideline for ENC to conduct academic research, organise academic events and conduct academic projects on an annual basis.

ENC's choice of tenders and grants are not strictly based on the result of consultations, but instead a combination of consultations and internal meetings with ACM's, external advisors, ENC researchers, in-house ENC staff and our Network (see below).

Obligatory research consultations

ACMs from each country must

- Be invited to contribute and attend as panellists at relevant ENC panels/events concerning their field of research;
- Receive the invitation to participate on country specific and topic specific research, event and project based work in cooperation with ENC;
- Present ENC with potential grant and tender proposals (minimum 1 per year), which are deemed relevant to ENC (e.g. ENP, EU Accession, Security/Defence, Turkey, Iraq, Ukraine);
- Publish or co-publish in ENC Analysis (minimum 1 every two years) and always inform ENC about the publishing of their (ACMs) new publications or other published research;
- Assist ENC with annual research priorities and consultations.

Funding

ENC receives the majority (70%) of its funding from EU Foreign Ministries and the EU Commission. It reserves a right to seek 20% of funding from other international organisations (e.g. Internews, Open Society Foundation) which have registered offices inside the EU. On special occasions, ENC receives funding (less than 5% of its total budget) for one-off events from outside the EU. This funding amount may never exceed 5% of ENC's total budget.

External Advisors

The External Advisory council consists of **an unlimited number** of members from the private sector, civil society, think-tank, media and retired public sector officials. Members may include the following (examples): ex-diplomats, editors-in-chief, reporters, ex-officials, businessmen/women, think-tank researchers and consultants.

The External Advisory council serves as an advisory body that helps foster support for new projects, research and events, while providing guidance, experience and network.

ENC is required to listen to recommendations from External Advisory council members if their concerns are considered relevant to a given field of research or project.

ENC reserves the right to select and amend any advisory council members' status, with the exception of the ones bound by partnership agreements. Advice provided by the external advisors is not legally binding in terms of implementation, but ENC staff members are required to interact with external advisors regularly (minimum annually).

External Advisors are expected to

- Present ENC with potential grant and tender proposals (minimum 1 per year), which are deemed relevant to ENC (e.g. ENP, EU Accession, Security/Defence, Turkey, Iraq, Ukraine);
- Provide advice and sharing of contacts with regards to funding, networks, and donors (through meeting with Managing Director minimum 1 per year);
- Provide advice with regards to ENC's research orientation/priorities and projects.

Regional Networks

The ENC establishes regional networks across the EU and throughout EU accession countries, the ENP area and wider Europe. In practice, the ENC network consists of reliable think tanks, regional academic networks, policy experts, journalists and non-governmental organisations on a regional, national and local level. All members of the ENC network have worked with ENC staff on projects and are considered reliable partners with a focus on one of the ENC focus areas, including democracy, security, education, foreign policy or economy. The ENC network is useful for academics and members to gather information, including local know-how, consortium partnerships and reliable associates when it comes to field-experience in research.

Contrary to the Academic Council, the network is not binding in any way and only serves as a network of partners that can cooperate on projects, research and events if necessary.

The network is frequently used when building wider consortiums for tender and grant applications regionally and internationally. It also plays an important role in all project and research execution across the region.

Research and Event Partnerships

The ENC conducts research and organises events, including conferences and policy roundtables, in partnerships with foundations, think tanks, governmental institutions, universities and the private sector.

Research and Event Partnerships are required to be transparently presented as co-research or co-event organisation by the ENC and the partner organisation. The ENC

only conducts co-research and co-organisation of events with reliable partners on topics, which are relevant to ENC and its ACMS.

All partnerships – whether events or research oriented – must be visually recognisable, which means that both ENC and the partner organisation add their logo and name on the concerned co-research and events.

The ENC does not conduct research outside of its five-pillar and geographical scope. The two primary types of partnerships offered by ENC include corporate partnerships and university partnerships.

Apart from co-research and events, ENC also conducts research through tender consortiums and grant applications.