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### **DOC-BOARD-23-03-02 Annex 1**

### EDF 2024 Work Plan

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| **Work plan***Provide a brief description of the overall structure of the work plan (list of work packages or graphical presentation (Pert chart or similar)).* |
| EDF’s annual Work Plan for 2024 is divided into 5 Work Packages and has 15 deliverables in total. Thefocus is on implementation of the UN Convention on the Rights of Persons with Disabilities (CRPD), theimplementation of the European Strategy on the Rights of Persons with Disabilities (ESRPD) and capacitybuilding and training of EDF’s membership on national and EU level. Management of the network andcommunication and dissemination of EDF’s work is of course also included. All activities include persons with disabilities in their full diversity. |

#### Work Package 1

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| **Work Package 1: General management and running of the network** |
| **Duration:** | M1 – M12  | **Lead Beneficiary:** | **EDF** |
| **Objectives** |
| * The Disability Movement in Europe is supported by an effective, diverse, financially stable secretariat
* The organisation practices good governance in line with the Belgian law and practices the highest levels of transparency, accountability, sustainability and membership engagement
* The EDF governing body meetings are organised and run smoothly in collaboration with EDF members.
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| **Activities and division of work (WP description)** |
| Task No(continuous numbering linked to WP) | Task Name | Description | Participants | In-kind Contributions and Subcontracting(Yes/No and which) |
| Name | Role(COO, BEN, AE, AP, OTHER) |
| T1.1 | Annual General Assembly (AGA)(held simultaneously with Executive committee, Board, and selected trainings and workshops) | European gathering of all members of EDF to make decisions, engage in EU and national level policy dialogue and create collective joint advocacy. In 2024, the AGA will take place in ????? (tbc). | EDF | COO | No |
| T1.2 | Board meetings (accompanied by committee meetings, workshops and conferences, for organisational and economic reasons) | Meeting of the 31 elected members of the EDF Board, persons with diverse disabilities from across Europe. Board meetings are planned for Spring 2024 in Belgium, co-organsied our member the Belgian Disability Forum (tbc), and for Autumn in Hungary, co-organised with our member FESZT (tbc).  | EDF | COO | No |
| T 1.3 | Executive committee meetings | Meeting of the 11 elected members of the EDF, 5 times per year. In 2024 these are planned to take place in Brussels, ????? amongst others, and are co-organised with our members. | EDF | COO | No |
| T 1.4 | Good governance and accountability  | Finalize the constitutional review led by constitutional committee; EDF policies are up to date (see Annex ???- Register of EDF organisational policies and guidance) | EDF | COO | No |
| T 1.5 | Risk management  | Risk review - twice yearly  | EDF | COO | No |
| T 1.6 | Monitoring and evaluation  | Regular monitoring with a gender and diversity dimension; implementation of the recommendations of the 2023 external evaluation; implementing external review of our communications work.  | EDF  | COO | No |
| T 1.7 | Financial management  | Regular accounting, quarterly financial reports to the executive and biannual reports to the Board. 2023 accounts audited and submitted to the AGA; Disciplined financial follow-up according to the finance manual and procurement policy;  | EDF | COO | No |
| T 1.8 | Financial sustainability- fundraising and income diversification  | Implementation of fundraising diversification plan; Relationship building and proposals to new sponsors, foundations, donors, and project development. | EDF  | COO | No |
| T 1.9 | Human resource management  | Annual staff training programme including training on advocacy and/or media relations. | EDF  | COO | No |
| T 1.10 | Membership  | Welcome and train new members and their staff (if applicable); regular coordination meetings with EU-level members; keep database with members’ contacts updated | EDF  | COO | No |
| **Milestones and deliverables (outputs/outcomes)** |
| Milestone No(continuous numbering not linked to WP) | Milestone Name | Work Package No | Lead Beneficiary | Description | Due Date(month number) | Means of Verification  |
| Deliverable No (continuous numbering linked to WP) | Deliverable Name | Work Package No | Lead Beneficiary | Type | Dissemination Level | Due Date(month number) | Description (including format and language) |
| D1.1 | Report on management of the Network | 1 |  | R | SEN  | 12 | Word document in English |

#### Work Package 2

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| **Work Package 2: Capacity building at EU and national level** |
| **Duration:** | M1 – M12 | **Lead Beneficiary:** | **EDF** |
| **Objectives** |
| A comprehensive training and development programme for EDF members, partners, and other stakeholders at national, international, and EU level is implemented. |
| **Activities and division of work (WP description)** |
| Task No(continuous numbering linked to WP) | Task Name | Description | Participants | In-kind Contributions and Subcontracting(Yes/No and which) |
| Name | Role(COO, BEN, AE, AP, OTHER) |
| T.2.1 | Training and guidance on national transposition and implementation of EU legislation  | Including workshops and supporting documents on topics such as the Directive on Violence Against Women (if adopted), the Trans-European Networks Regulation (TEN-T), digitalisation of justice, Artificial Intelligence Act, etc.  | EDF | COO | No |
| T2.2 | Introduction to new topics of relevance at EU policy level | Webinars, workshops or guidance material on new important topics such following the EU elections and new Commission.  |  |  |  |
| T 2.3 | Supporting EDF members whose Member States are undergoing review by the CRPD committee  | Reviewing draft Alternative Reports, preparing EDF members for the sessions of the UN CRPD Committee through online or in person trainings, responding to ad-hoc questions of members on national and European CRPD review. | EDF | COO | No |
| T 2.4 | Supporting EDF members undergoing review by the UN Committee on Elimination of Discrimination Against Women (CEDAW) and the Council of Europe’s Groups of Experts on Action against Violence (GREVIO) | Reviewing the draft Alternative Reports, preparing EDF members for the sessions of the UN CEDAW Committee or meetings with GREVIO, and responding to ad-hoc questions of members in the context of the review. Develop and publish a toolkit for DPOs on engaging with the GREVIO.  | EDF | COO | No  |
| T 2.5 | Capacity building series for EDF members on organisational development for Disabled Persons’ Organisations (DPOs) | Connecting members to participate in projects based on 2023 mapping exercise; training on Online Fundraising; funding through ERASMUS+ | EDF | COO | No |
| T 2.6 | Facilitate peer exchange between EDF members | Online and face to face sessions on topics such as EU Presidencies, Accessibility Act, victims’ rights, work with Equality Bodies and/or national Human Rights Institutions etc. | EDF | COO | No |
| T 2.7 | Training and orientation for new members of EDF | Orientation training online for new and existing members to get to know EDF as an organisation | EDF | COO | No |
| T 2.8 | Training on enforcement of EU law | Training session for EDF members based on the 2023 Toolkit. | EDF | COO | No |
| T 2.9 | Training for EDF members on communications | Practical training session for EDF members on communications trends and tools based on survey among members on their needs in 2023.  | EDF | COO  | No |
| **Milestones and deliverables (outputs/outcomes)** |
| Milestone No(continuous numbering not linked to WP) | Milestone Name | Work Package No | Lead Beneficiary | Description | Due Date(month number) | Means of Verification  |
| Deliverable No (continuous numbering linked to WP) | Deliverable Name | Work Package No | Lead Beneficiary | Type | Dissemination Level | Due Date(month number) | Description (including format and language) |
| D1.1 | Capacity building programme  | 2 | EDF | R  | PU  | 12 | Word document in English |

#### Work Package 3

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| **Work Package 3: UN Convention on the Rights of Persons with Disabilities (CRPD)** |
| **Duration:** | M1 – M12  | **Lead Beneficiary:** | **EDF** |
| **Objectives** |
| * New and revised legislation and EU processes including newly emerging issues are aligned to promote the CRPD
* Persons with disabilities are included in new and revised EU human rights policies and initiatives and new priority areas are identified
* Persons with disabilities and their representative organisations in all their diversity are meaningfully involved in all EU policy matters and democratic decision-making processes
* Specific improvements are made in the situation of women and girls with disabilities at the EU and national level
* Specific improvements are made in the situation of young persons with disabilities participate in youth and disability policy
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| **Activities and division of work (WP description)** |
| Task No(continuous numbering linked to WP) | Task Name | Description | Participants | In-kind Contributions and Subcontracting(Yes/No and which) |
| Name | Role(COO, BEN, AE, AP, OTHER) |
| T 3.1 | Mainstreaming the CRPD in all EU legal and policy initiatives | Monitor legislation and policies to ensure compliance with CRPD. Reach out to and brief the new Commission and European Parliament candidates and elected MEPs about disability rights perspective and the proposals of the European disability movement (EDF Manifesto on the 2024 European elections). Give feedback via official EU channels: roadmaps, public consultations, hearings, stakeholder meetings | EDF | COO | No |
| T 3.2 | Ensuring a CRPD perspective in the next Multiannual Financial Framework (MFF) of the EU  | Advocate for a disability inclusive MFF in the relevant policy areas, including the Citizens, Equality, Rights, and Values Programme (CERV), EU structural funds in relation to independent living, accessibility, etc. |  |  |  |
| T 3.3 | EU review by the CRPD Committee and CRPD Monitoring Framework | Participate in the review of the EU by the CRPD with: submission of updated alternative report, support EDF members submitting reports, and participation in meetings with CRPD experts. Participate in work and activities of the Framework, including as chair the meetings of the Framework | EDF | COO | No |
| T 3.4 | Disability rights in Equality and Non-discrimination legislation | Advocate for adoption of the proposed Horizontal Equal Treatment Directive and the new Directive on standards for Equality Bodies;  | EDF | COO | No |
|  | Initiatives on the protection of adults | Advocacy towards the EU institutions on the planned proposal for a Regulation on the protection of adults |  |  |  |
| T 3.5 | Victims’ Rights (including hate crime) | Participate in Victims’ Rights Platform; implementation of Victims’ Rights Strategy and Revision of the Directive on Victims’ Rights; input to Commission guidance to Member States and practitioners, including police officers, on improving support for victims of violence who are persons with disabilities | EDF | COO | No |
| T3.6  | Access to healthcare for persons with disabilities  | Advocate for access to healthcare for persons with disabilities in EU initiatives, including the DG Sante’s work on inclusive health guidelines, the mental health initiative, the Beating cancer plan; the work of the European Parliament’s subcommittee on public health and the work on the European Framework on Health for persons with disabilities from WHO | EDF | COO |  No |
| T3.7 | Drafting of 9th Human Rights Report on victims’ rights OR accessibility (tbc) | Research background and draft text of the 9th Human Rights Report  | EDF | COO | No |
| T 3.8 | Accessible EU elections and reform of EU electoral laws ensuring the right to vote and stand for election  | EDF advocacy towards the Council to adopt a new EU Electoral Law and the mobile citizens Directives. Bring expertise and experience of persons with disabilities to activities aimed at making 2024 European elections accessible  | EDF | COO | No |
| T 3.9 | Gender equality and women with disabilities (in collaboration with the European Women’s Lobby) | Implementation of Gender Equality Strategy; Update, publish and organise a training on EDF gender mainstreaming tool; organise an event on political participation of women with disabilities; Advertise the EDF manifesto on women and girls with disabilities Advocate for the adoption of a disability inclusive EU Directive on combatting VAWG and ratification of the Istanbul Convention by Member States who have not yet ratified the Convention; Participation in the meetings of the European coalition to end violence against women in relation to the implementation of the Istanbul Convention by the EU | EDF | COO | No |
| T 3.10 | EDF Womens’ Committee | Activities and meetings of the EDF Women’s Committee including a peer-training on using the CRPD, CEDAW and GREVIO to advance the rights of women with disabilities, participation in mainstream events and policy activities | EDF | COO | No |
| T 3.11 | Advocating for inclusive youth policies and initiatives | Analysing and monitoring the implementation of EU youth policies and funding programmes (including implementation of ERASMUS+, European Solidarity Corps, etc.). Build capacity of young persons with disabilities to engage in European youth movement | EDF | COO | No |
| T 3.12 | EDF Youth Committee | Activities and meetings of the EDF Youth Committee including trainings, participation in mainstream youth events and policy activities, such as the European Youth Fest  | EDF | COO | No |
| **Milestones and deliverables (outputs/outcomes)** |
| Milestone No(continuous numbering not linked to WP) | Milestone Name | Work Package No | Lead Beneficiary | Description | Due Date(month number) | Means of Verification  |
| Deliverable No (continuous numbering linked to WP) | Deliverable Name | Work Package No | Lead Beneficiary | Type | Dissemination Level | Due Date(month number) | Description (including format and language) |
| D3.1 | Report of EDF CRPD activities | 3 | EDF | R | PU | 12 | Word document in English  |
| D3.2 | Report on human rights of persons with disabilities in EU policies and programmes | 3 | EDF | R | PU | 12 | Word document in English |
| D 3.3 | 9th Human Rights Report on victims’ rights OR accessibility (draft) (tbc) | 3 | EDF | R | SEN | 12 | PDF or Word document in English |
| D3.4 | Report on participation and representation of persons with disabilities | 3 | EDF | R | PU | 12 | Word document in English |
| D3.5 | Annual EDF report on women with disabilities  | 3 | EDF | R | PU | 12 | Word document in English |
| D3.6 | Annual EDF report on youth with disabilities  | 3 | EDF | R | PU | 12 | Word document in English |

#### Work Package 4

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| **Work Package 4: European Strategy on the Rights of Persons with Disabilities (ESRPD)** |
| **Duration:** | M1 – M12  | **Lead Beneficiary:** | **EDF** |
| **Objectives** |
| * The ESRPD is implemented and monitored at EU and national level with direct involvement of Disabled Persons’ Organisations (DPOs).
* The European Pillar of Social Rights and the European Semester Process contribute to a stronger social Europe and to a disability inclusive post-COVID-19 recovery.
* Advance the transition from institutional to community-based care including support to independent living, using instruments such as the EU budget
* All modes of transport, the built environment, Information and Communication Technologies and all other products and services become more accessible for persons with disabilities
* EU actions towards sustainability and climate action take persons with disabilities into consideration.
* Persons with disabilities and DPOs are included in the EU’s global work on international cooperation, humanitarian action, Disaster Risk Reduction and Disaster Preparedness both at EU level and with the EU delegations and partner countries.
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| **Activities and division of work (WP description)** |
| Task No(continuous numbering linked to WP) | Task Name | Description | Participants | In-kind Contributions and Subcontracting(Yes/No and which) |
| Name | Role(COO, BEN, AE, AP, OTHER) |
| T4.1 | Contribute to the success of the ESRPD in its institutional set-up  | EDF shadow report on evaluation of the ESRPD; Participate in the Disability Platform and its relevant sub-groups; Engage with all relevant institutions and bodies to advocate for the implementation of the ESRPD and the nomination of disability coordinators and their inter-institutional coordination; Participate in relevant actions of the AccessibleEU centre | EDF | COO | No |
| T4.2 | Ensuring participation of persons with disabilities in EU Council Presidencies | Development of a “Presidency Scorecard” system to assess each Presidency and highlight good practices as well as shortcomings in terms of respecting disability rights and accessibility. Participation in Presidency conferences and events (if applicable). |  |  |  |
| T4.3 | European Disability Card and the EU Parking Card | Advocate for an ambitious EU Disability Card vis-à-vis the European Parliament and the Council; ensure that the Parking Card scheme is improved if revised in conjunction with the Disability Card | EDF | COO | No |
| T4.5 | European Pillar of Social Rights (EPSR) | Advocate for implementation of the EPSR, especially principle 17, to ensure a strong disability component (if still applicable). | EDF | COO | No |
|  | European Semester and possible follow-up initiatives  | Influence Semester Country Reports and Country-Specific Recommendations by giving input to Commission desk officers; Analyse recommendations and support EDF members in national advocacy towards implementation. | EDF | COO | No |
| T4.6 | Employment | Recommendations on targets for increasing the employment rate of persons with disabilities and reducing employment rate gaps to Member States and the Commission; follow-up and support the implementation of the Employment Package measures | EDF | COO | No |
| T4.7 | Social Protection | Input to and analysis of the Commission framework for Social Services of Excellence for persons with disabilities; advocate for EU policies to ease the rise in costs of living. | EDF | COO | No |
| T4.8 | Independent living and Transition from institutional to community-based care  | Follow-up to the 2023 Commission guidance on independent living and inclusion in the community (if applicable); work with European Expert Group on the Transition from institutional to community-based care (EEG) and influence the new EU Structural Funds Regulations (see also activity on MFF)  | EDF | COO | No |
| T4.9 | Transport accessibility | Monitor the implementation of mainstream EU legislation as well as specific laws such as the Rail Accessibility legislation (TSI-PRM) or the Trans-European Network (TEN-T) guidelines on transport infrastructure. | EDF | COO | No |
| T4.10 | EU Passengers’ Rights | Advocacy to influence the active decision-making procedures on Passengers’ Rights following the European Commission’s agenda, focussing on Air Passengers’ Rights. Monitor the implementation and encourage better enforcement of existing Passengers’ Rights Regulations in all transport modes.  | EDF | COO | No |
| T4.11 | Digital Single Market | Provide recommendations on actions under the Commission strategy for the Digital Single Market/EU fit for a digital age (e.g. Artificial Intelligence, e-ID regulation, etc.). Analyse proposals and advocate for ensuring alignment with the CRPD and appropriate implementation of adopted EU harmonised legislation related with digital accessibility (Accessibility Act, Web Accessibility Directive, European Electronic Communications Code, Audiovisual Media Services Directive…). | EDF | COO | No |
| T4.13 | Sustainable, accessible, and inclusive built environment and transport (Green Deal) | Influence opportunities in the EU Green Deal 2.0 and the field of sustainability, amongst others through our work in the Just Transition Alliance. | EDF | COO | No |
| T4.14 | An accessible and inclusive European Standardisation System | Bring the voice of the disability movement in relevant standardisation developments, such as the European Accessibility Act requested harmonised standards and advisory bodies and working groups together with ANEC; participate in standardisation fora related to accessibility, such as the European Commission Multi Stakeholder Platform on ICT Standards, the key working groups inside the European Standards bodies (CEN, CENELEC, and ETSI) to promote mainstreaming of accessibility.  | EDF | COO | No |
| T4.15 | External dimension of the European Disability Rights Strategy (and Articles 11 and 32 of the CRPD) | Collaborate with the EU external services and EU delegations to ensure the implementation of international cooperation aspects of the ESRPD (chapter 6) including in the fields of international development, humanitarian action, climate action, Ukraine, Disaster risk reduction and use of the OECD DAC marker  | EDF | COO | No |
| **Milestones and deliverables (outputs/outcomes)** |
| Milestone No(continuous numbering not linked to WP) | Milestone Name | Work Package No | Lead Beneficiary | Description | Due Date(month number) | Means of Verification  |
| Deliverable No (continuous numbering linked to WP) | Deliverable Name | Work Package No | Lead Beneficiary | Type | Dissemination Level | Due Date(month number) | Description (including format and language) |
| D4.1 | Report on implementation of the horizontal measures of the ESRPD | 4 | EDF | R | PU | 12 | Word document in English  |
| D4.2 | Report EPSR and the European Semester | 4 | EDF | R | PU | 12 | Word document in English |
| D4.3 | Report on independent living and DI | 4 | EDF | R | PU | 12 | Word document in English |
| D4.4 | Report on improving accessibility in the EU | 4 | EDF | R | PU | 12 | Word document in English |
| D4.5 | Report on ESRPD and international cooperation and “EU in the world” series report 2023 | 4 | EDF | R | PU | 12 | Word document in English |

#### Work Package 5

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| **Work Package 5: Communication and dissemination** |
| **Duration:** | M1 – M12  | **Lead Beneficiary:** | **EDF** |
| **Objectives** |
| Ensuring that the general public, EDF members and partners, policy makers, and the media are awareof the outcomes of EDF’s work and are engaged and informed on key issues related to disability rights in Europe.  |
| **Activities and division of work (WP description)** |
| Task No(continuous numbering linked to WP) | Task Name | Description | Participants | In-kind Contributions and Subcontracting(Yes/No and which) |
| Name | Role(COO, BEN, AE, AP, OTHER) |
| T5.1 | Annual communication plan | Overall 2024 internal and external communication plan | EDF | COO | No |
| T5.2 | Managing and updating the EDF website and members area | Keep website updated; Update pages on EU elections; Passenger Rights; Disability Strategy; New page on EDF’s requests for the new legislative term, amongst others, news, blogs, podcasts are created and uploaded. | EDF | COO | No |
| T5.3 | Newsletters: Disability Voice, Women’s Voice, Global Action  | Growing content and audiences for newsletters; Disability Voice newsletter on topics such as women, youth, passenger rights, de-institutionalisation, standards, EU elections | EDF | COO | No |
| T5.4 | Social media campaigning  | Expand reach. Channels include Twitter, Instagram, Facebook, and LinkedIn. | EDF | COO | No |
| T5.5  | Disability rights in the news: Press and media  | Connecting with press and media (both mainstream and disability specific), publish press releases, liaise with journalists. | EDF | COO | No |
| T5.6 | Top campaigns | Including topics such as the EU Disability Card, the right to vote during European elections (including testimonies and public campaign with our 27 members in the different Member States), EU Passengers’ Rights. | EDF | COO | No |
| T5.7 | 2023 Annual Report  | Accessible annual report  | EDF | COO | No |
| T5.8  | European Human Rights report  | Dissemination of 8th Human rights report on Articles 12 and 14 CRPD – legal capacity & deprivation of liberty/forced treatment | EDF | COO | No |
| T5.9 | Updating “Your Rights in the EU” publication  | Researching and revising our “Your Rights in the EU” booklet which gives practical information about disability rights in EU legislation.  | EDF | COO | No |
| T5.10 | European awards and competitions  | Cooperate with the European Commission on the Access City Award, , Accessible Airport Awards, EDF Human Rights Photo competition on passenger rights , accessibility of transport and physical environment; European Toy Manufacturers in their Toy Awards- Empowerment Category.  | EDF | COO | No |
| T.5.11 | Internal communication  | Weekly, members receive the internal newsletter (“Re:Member”); analysis of use and readership of newsletter; Members areas developed and updated.  | EDF | COO | No |
| **Milestones and deliverables (outputs/outcomes)** |
| Milestone No(continuous numbering not linked to WP) | Milestone Name | Work Package No | Lead Beneficiary | Description | Due Date(month number) | Means of Verification  |
| Deliverable No (continuous numbering linked to WP) | Deliverable Name | Work Package No | Lead Beneficiary | Type | Dissemination Level | Due Date(month number) | Description (including format and language) |
| D5.1 | Report on communications impact  | 5 | EDF | R  | SEN | 12 | Word document in English  |
| D 5.2 | “Your Rights in the EU” Brochure | 5 | EDF | R | PU | 12 | Word/ accessible PDF document in English |
| D5.3 | Annual Report  | 5 | EDF | R | PU | 6 | Word / accessible PDF document in English |