

IPA Component IIb – Cross-border Programme Serbia – Montenegro 2007-2013

3rd Call for Proposals

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QUESTIONS AND ANSWERS

List of Abbreviations:

CfP – Call for Proposals

EU – European Union

GfA – Guidelines for Applicants

NGO – Non Governmental Organization

LLC – Limited Liability Company

#	QUESTIONS	ANSWERS
1.	Are the cultural institutions eligible to apply within the 3 rd CfP?	<p>In line with GfA, Section 2.2.4, to ensure equal treatment of applicants, the Contracting Authorities cannot give a prior opinion on the eligibility of applicants, affiliated entity(ies), an action or specific activities.</p> <p>Relevant information related to the eligibility of applicants is provided in Section 2.1.1. "Eligibility of Applicants" (i.e. applicants and co-applicant(s)) of GfA. in order to be eligible for a grant, the applicant must:</p> <ul style="list-style-type: none">• be legal persons and• be non-profit-making and• be specific types of organisations such as: local governments and their institutions, associations of municipalities, development agencies, business support organizations and social partners, tourism and cultural organizations/associations, non-governmental organizations, public and private bodies supporting the workforce, vocational and technical training institutions, state, regional and local authorities/institutions or agencies, bodies and organisations (including NGOs) for nature protection, public bodies responsible for water management, Fire/emergency services, schools, colleges, media, universities and research centres, and• be established in the Republic of Serbia when applying for the allocation for Serbia and be established in Montenegro when applying for the allocation for Montenegro and• be directly responsible for the preparation and management of the action with the co-applicant(s) and affiliated entity(ies), not acting as an intermediary and

		<ul style="list-style-type: none"> • be registered at least 6 months before the deadline for submission of project proposals under current Call for Proposals (for applicants and co-applicants). <p>Please note that profit making organizations and political parties are not eligible, either as applicants or co-applicants or affiliated entities.</p> <p>The above criteria are cumulative and all must be fulfilled together.”</p> <p>In accordance with previously mentioned, if a cultural institution fits within these categories and requirements, eligibility would in principle be met.</p>
2.	May NGO, that is registered 4 months ago, be awarded with grant within the 3 rd CfP?	<p>In line with GfA, Section 2.2.4, to ensure equal treatment of applicants, the Contracting Authorities cannot give a prior opinion on the eligibility of applicants, affiliated entity(ies), an action or specific activities.</p> <p>In line with the GfA, the Section 2.1.1, applicants must: “... • be registered at least 6 months before the deadline for submission of project proposals under current Call for Proposals (for applicants and co-applicants)...”</p> <p>In accordance with the previous, if a NGO is registered after 18th February 2015 may not be eligible for a grant awarding within the 3rd CfP.</p>
3.	Are the listed percents of minimum and maximum size of grants (50% minimum and maximum 85%) related to co-financing to be provided by two applicants or related to total eligible costs?	<p>In line with the GfA, the Section 1.3 related to size of grant is stated following: “Any grant requested under this Call for Proposals must fall between the following minimum and maximum percentages of total eligible costs of the action:</p> <ul style="list-style-type: none"> • Minimum percentage: 50 % of the total eligible costs of the action. • Maximum percentage: 85 % of the total eligible costs of the action (see also Section 2.1.5). <p>The balance (i.e. the difference between the total cost of the action and the amount requested from the Contracting Authorities) must be financed from sources other than the European Union Budget or the European Development Fund.”</p> <p>In accordance with the previous, defined percentages represent minimum and maximum percentage of EU contribution out of the total eligible costs of the action, and for each of the two budgets separately.</p>
4.	I have read that a part of total available funds, more precisely 20%, can be allocated for municipalities which belong to adjacent area. What does it practically mean?	<p>In line with the GfA, the Section 1.3 related to adjacent area actions is stated following: “Under this Call for Proposals, a maximum amount of € 216,000.00, belonging to the IPA financial allocations for 2012 and 2013, may be assigned to finance activities totally or partially taking place in the adjacent area in Serbia. The selection of applications within the adjacent area shall be in all cases confirmed by the European Commission.</p> <p>Under this Call for Proposals, a maximum amount of € 216,000.00, belonging to the IPA financial allocations for 2012 and 2013, may be assigned to finance activities totally or partially taking place in the adjacent area in Montenegro. The selection of applications within the adjacent area shall be in all cases confirmed by the European Commission.</p> <p>Where expenditure in the adjacent area is proposed, the applicant must clarify in the Grant Application Form and in the Budget description, the activities which will be carried out in the adjacent area and the costs relating to those activities. Project proposals with activities in adjacent</p>

		<p>areas must meet all eligibility criteria set up at these Guidelines for Call for Proposals.</p> <p>In case all funds available for adjacent areas under the Call for Proposals have already been allocated, any application which includes activities in adjacent areas may be proposed by the Joint Monitoring Committee for funding to the European Commission with the exception of the activities envisaged in the adjacent areas, unless the exclusion of such activities would affect the main scope of the action. In that case the action will be excluded from further financing.</p> <p>The Joint Monitoring Committee will monitor the percentage of funds committed to adjacent areas at the level of the Call for Proposals in order to ensure compliance with the 20% rule."</p>
5.	<p>In Guidelines, in section related to eligibility of applicants there is sentence: "state, regional and local authorities/institutions or agencies, bodies and organizations (including NGOs) for nature protection", which is ambiguous and can be understood in two ways:</p> <ol style="list-style-type: none"> 1. <u>Any</u> state, regional and local authorities/institutions or agencies are eligible. 2. <u>Only those</u> state, regional and local authorities/institutions or agencies <u>for nature protection</u> are eligible applicants. <p>Specifically, it is unclear if 'nature protection' part refers to all mentioned bodies in quoted sentence. In light of Kosovo-Montenegro CBC call in 2014 where evaluation committee rejected all applicants who represent ministries and national level institutions, it is very important to confirm which of these two interpretations of the guidelines is correct.</p>	<p>In line with the GfA, the Section 2.1.1 related to eligibility of applicants, listed are following types of organisations:</p> <ul style="list-style-type: none"> - local governments and their institutions; - associations of municipalities; - development agencies; - business support organizations and social partners; - tourism and cultural organizations/associations; - non-governmental organizations; - public and private bodies supporting the workforce; - vocational and technical training institutions; - state, regional and local authorities/institutions or agencies; - bodies and organisations (including NGOs) for nature protection; - public bodies responsible for water management; - fire/emergency services; - schools; - colleges; - media; - universities; and - research centres. <p>In addition to the categories listed above, the following are however also eligible as co-applicants only:</p> <p>International (inter-governmental) organisations as defined by Article 43 of the Implementing Rules to the EC Financial Regulation</p> <p>In accordance with the previous, any state, regional and local authorities/institutions or agencies are eligible for granting as applicant, co-applicants and/or affiliated entity(ies) related to the 3rd CfP.</p>
6.	<p>In Grant Application Form, in section 1.3.1 one of the questions is „Describe which particular expected results referred to in the Guidelines for the call will be addressed”. Could you please refer which section of the Guidelines describes expected results?</p>	<p>In the GfA, Section 2.1.4, regarding to the type of activity is stated following:</p> <p>“To be eligible for a grant, actions under both Measure I.1 and Measure I.2 should be designed in a way to contribute to one or more Programme Indicators as specified in Annex C2_Programme Indicators.”</p> <p>Expected results are presented in the Annex C2: Programme Indicators.</p> <p>For more information on the Programme indicators, please see Annex C2: Programme Indicators.</p>

7.	<p>An organisation X is several years old and eligible for this call, according to specified criteria. However, an organisation X will change its legal status this summer, and will still be eligible, except for the fact that it will not be at least 6 months old with the new legal status. Will this organisation be considered as eligible for grant awarding at all?</p> <p>Will evaluation committee consider overall organisation's existence and experience, or will only look into period since re-registration occurred?</p>	<p>In line with GfA, Section 2.2.4, to ensure equal treatment of applicants, the Contracting Authorities cannot give a prior opinion on the eligibility of applicants, affiliated entity(ies), an action or specific activities.</p> <p>In accordance with the GfA, Section 2.4 related to submission of supporting documents for provisionally selected applications is stated following: "...Statutes or articles of association of the applicant, of each co-applicants and (if any) of each affiliated entity(ies) must not be changed after publication of this Call for Proposals."</p>
8.	<p>May public institution which founder is a Municipality "X" independently apply for grant from a Municipality "X" within the 3rd CfP?</p>	<p>In line with GfA, Section 2.2.4, to ensure equal treatment of applicants, the Contracting Authorities cannot give a prior opinion on the eligibility of applicants, affiliated entity(ies), an action or specific activities.</p> <p>If the public institution which founder is a Municipality "X" is independent legal entity and meet all criteria defined in the GfA, Section 2.1.1, there is no legal obstacles to apply for grants independently from Municipality "X".</p>
9.	<p>May Department for environmental protection of Municipality "X" independently apply for grant from a Municipality "X" within the 3rd CfP?</p>	<p>In line with GfA, Section 2.2.4, to ensure equal treatment of applicants, the Contracting Authorities cannot give a prior opinion on the eligibility of applicants, affiliated entity(ies), an action or specific activities.</p> <p>If the Department for Environmental Protection of Municipality "X" is independent legal entity and meet all criteria defined in the GfA, Section 2.1.1, there is no legal obstacles to apply for grants independently from Municipality "X".</p>
10.	<p>Is there a recommendation regarding to small infrastructure to be done within a project in terms of percentage of total funds to be allocated for works?</p>	<p>In accordance with the GfA there is no recommended or defined proportion of the direct eligible costs to perform works.</p>
11.	<p>Are the indicated amounts of grants with a minimum of 60,000 EUR to a maximum of 250,000 EUR related to the total amount of the grant or the value of individual grant by country?</p>	<p>In line with the GfA, the Section 1.3 related to size of grant is stated following: "Any grant requested under this Call for Proposals must fall between the following minimum and maximum amounts:</p> <ul style="list-style-type: none"> • minimum amount: € 60,000.00 • maximum amount: € 250,000.00 <p>Please note: Each action will be covered by two grant contracts: one awarded in Serbia and one in Montenegro. The application must contain two separate budgets (one per country allocation) and one joint budget for the entire action (see Annex B – Budget).</p> <p>The minimum and maximum amounts refer to the value of each of the two grants separately (not the sum of the two grants).</p> <p>The budget of the Action represents the total estimated eligible cost of the Action. It must include the grant requested from the Contracting Authorities and the co-financing."</p>
12.	<p>Is it mandatory that each applicant has one co-applicant, both in Serbia and Montenegro?</p>	<p>In accordance with the GfA, Section 2.1, related to eligibility criteria, is stated following: "Each application will be submitted as a joint proposal formulated by two applicants acting in</p>

		<p>partnership, one applying for funds from the Contracting Authority in Montenegro and the other one applying for funds from the Contracting Authority in Serbia. In addition, each applicant must have at least one co-applicant applying for the same country allocation as the applicant.”</p> <p>In accordance with the previous, it is mandatory that each applicant has one co-applicant, both in Serbia and Montenegro.</p>
13.	Is it mandatory that affiliated entity(ies) must participate in the project?	<p>In accordance with the GfA, Section 2.1.2, related to affiliated entities, is stated following: “The applicant and its co-applicant(s) may act with affiliated entity(ies).”</p> <p>In accordance with the previous, it is not mandatory that affiliated entity(ies) must participate in the project.</p>
14.	Who may be considered as affiliated entity to a school and a cultural centre?	<p>In accordance with the GfA, Section 2.1.2, related to affiliated entities, is stated following: “Only the following entities may be considered as affiliated entities to the applicant and/or to co-applicant(s):</p> <ul style="list-style-type: none"> - Entities having a structural link with the applicant(s) and/or the co-applicant(s), in particular a legal or capital link. <p>This structural link encompasses mainly two notions:</p> <ol style="list-style-type: none"> (i) Control, as defined in Directive 2013/34/EU on the annual financial statements, consolidated financial statements and related reports of certain types of undertakings: Entities affiliated to a beneficiary may hence be: <ul style="list-style-type: none"> - Entities directly or indirectly controlled by the beneficiary (daughter companies or first-tier subsidiaries). They may also be entities controlled by an entity controlled by the beneficiary (granddaughter companies or second-tier subsidiaries) and the same applies to further tiers of control; - Entities directly or indirectly controlling the beneficiary (parent companies). Likewise, they may be entities controlling an entity controlling the beneficiary; - Entities under the same direct or indirect control as the beneficiary (sister companies). (ii) Membership, i.e. the beneficiary is legally defined as a e.g. network, federation, association in which the proposed affiliated entities also participate or the beneficiary participates in the same entity (e.g. network, federation, association) as the proposed affiliated entities. <p>The structural link shall as a general rule be neither limited to the action nor established for the sole purpose of its implementation. This means that the link would exist independently of the award of the grant; it should exist before the Call for Proposals and remain valid after the end of the action. By way of exception, an entity may be considered as affiliated to a beneficiary even if it has a structural link specifically established for the sole purpose of the implementation of the action in the case of so-called “sole applicants” or “sole beneficiaries”. A sole applicant or a sole beneficiary is an entity formed by several entities (a group of entities) which together comply with the criteria for being awarded the grant. For example, an association is formed by its members.”</p>
15.	What methodology will be used for assessing financial and operational capacities of applicants?	<p>In the GfA, Section 2.3 related to evaluation and selection of applications, regarding to Step 2: Verification of the eligibility of applicants and co-applicants and evaluation of the full application is</p>

		<p>presented Evaluation Grid in which are defined following questions:</p> <p>“1.1 Do the applicants and, if applicable, their affiliated entity(ies) have sufficient experience of project management?</p> <p>1.2 Do the applicants and, if applicable, their affiliated entity(ies) have sufficient technical expertise? (especially knowledge of the issues to be addressed)</p> <p>1.3 Do the applicants and, if applicable, their affiliated entity(ies) have sufficient management capacity?</p> <p>(Including staff, equipment and ability to handle the budget for the action)?</p> <p>1.4 Does the lead applicant have stable and sufficient sources of finance?”</p> <p>Based on these four questions your application(s) and supporting documents will be assessed in terms of financial and operational capacities.</p>
16.	Can designing of technical documentation for works to be done within an action, which is designed before starting date of the action, be considered as eligible cost as co-financing by an applicant?	<p>In accordance with the GfA, Section 2.1.4 related to eligible actions, following types of action are ineligible:</p> <ul style="list-style-type: none"> • actions concerned only or mainly with individual sponsorships for participation in workshops, seminars, conferences and congresses; • actions concerned only or mainly with individual scholarships for studies or training courses; • actions aimed at the upgrading of infrastructure and equipment in privately owned facilities; • preparatory studies or preparation of preliminary design for works to be carried out within the project; • actions without cross-border impact; • actions related to profit making activities; • actions linked to political parties; • actions which fall within the general activities of competent state institutions or state administration services, including local government; • actions with provisions for financing the usual (routine) activities of the local organisations, especially covering their running costs; • actions confined to charitable donations; • actions related to sub-granting; • actions related to: <ul style="list-style-type: none"> ○ The tobacco industry (CAEN code 16); ○ Production of alcoholic distilled beverages (CAEN code 1591); ○ Arms and munitions (CAEN code 296). <p>Based on previous list, preparation of technical documentation for works to be carried out within the project is considered as ineligible activity.</p>
17.	A Center for development of Durmitor area is interested to participate in upcoming CBC Serbia-Montenegro. We have some questions regarding the status of the Centre and its eligibility to participate on this call.	Please refer to the Answer No. 1 and Answer No. 5.

	Center is established by the Government and three municipalities (Zabljak, Savnik and Pluzine). Would you be so kind and provide us information is the Centre eligible institution to participate on this call?	
18.	In accordance with applying and preparing for the current Call CBC program Serbia – Montenegro, we would appreciate if you could clarify - is it only important that the project activities are conducted in territories defined by the Call (municipalities, cities) or the applicant strictly needs to have offices in these territories? Literally, can the applicant be from other territories which are not defined by this Call with intention to conduct activities in defined territories?	<p>In terms of location of the actions, in accordance with the GfA, Section 2.1.4 is stated following: “Actions must take place and have effect in both, the Serbian and Montenegro parts of the programme area, as defined in the Operational Programme: Serbia: Užice, Bajina Bašta, Požega, Kosjerić, Čajetina, Arilje, Priboj, Nova Varoš, Prijepolje, Sjenica, Raška, Novi Pazar, Tutin, Kraljevo, Vrnjačka Banja, plus the adjacent municipalities of Gornji Milanovac, Ivanjica, Lučani and the City of Čačak. Montenegro: Pljevlja, Bijelo Polje, Berane, Petnjica, Rožaje, Plav, Gusinje, Andrijevica, Kolašin, Mojkovac, Žabljak, Plužine, Šavnik, Nikšić, plus the adjacent municipalities of Danilovgrad, Cetinje and Podgorica. Actions must have as final beneficiaries the population of the programme area and their activities must mainly take place in this area as well. At project level, in exceptional cases, expenditure incurred outside the programme area may be eligible, if the project could only achieve its objectives with that expenditure.”</p> <p>In terms of eligibility of applicants, please refer to the Answer No. 1.</p>
19.	Has a handball club, as an amateur, non-profit making sports association, as a non-profit social sports organization, the right to apply in cross-border program Serbia – Montenegro or whether it is acceptable partner?	Please refer to the Answer No. 1.
20.	How many projects my one institution be awarded with, both as applicant and co-applicant?	<p>In accordance with the GfA, Section 2.1.4 related to number of applications and grants per applicants is stated following: “The applicant may not submit more than one (1) application under this Call for Proposals. The applicant may not be awarded more than one (1) grant under this Call for Proposals. The applicant may be a co-applicant or an affiliated entity in another application at the same time. A co-applicant may not submit more than one (1) application under this Call for Proposals. A co-applicant may not be awarded more than one (1) grant under this Call for Proposals. A co-applicant may be the applicant or an affiliated entity in another application at the same time. The affiliated entity (ies) may take part in more than one (1) application, but they may not be affiliated entities on both sides of the border in the same application. An operator <u>cannot</u> be for the same action the Applicant (or Functional Lead Applicant) under one country allocation and a co-applicant or affiliated entity under the second country allocation. Please note: If an operator submits more than one application as applicant or more than one application as co-applicant, all its applications will be rejected on this sole basis.”</p>
21.	Does a project proposals may be submitted by Limited Liability Companies and Joint-stock Companies?	Please refer to the Answer No. 1.

22.	May a Non Governmental Organization or Limited Liability Company (if has a right to apply) apply with more project proposals, or may apply only with one project?	Please refer to the Answer No. 20.
23.	<p>Could you clarify are the following sectors covered by this CfP: media, tourism, SME development, preservation of culture and tradition of ethnical groups, environmental protection, health and education.</p>	<p>In the GfA, Section 2.1.4 related to eligible actions, regarding to sectors or themes is stated following:</p> <p>“Actions must fall under only one of the 2 priority measures described below:</p> <p>Priority 1: Socio-economic cohesion through joint actions to improve physical, business, social and institutional infrastructure and capacity</p> <p>Measure I.1 Improving the productivity and competitiveness of the area’s economic, rural, cultural and environmental resources</p> <p>This measure will stimulate regular interaction between businesses located across the cross-border region via: business-to-business networks; development of SME support services and joint access to these; joint marketing and promotion on domestic and EU markets; enhancement of innovativeness by cooperation of SMEs with educational and research and development organisations; exchange of know-how; selected investments in business infrastructure including the establishment of cross-border clusters. It will diversify economic development by supporting the development and improvement of tourism products and services; integration of cultural heritage and environment into tourism products; and the joint marketing of these products. It will allow for increasing the knowledge of people working in tourism and culture and agriculture and the use of ICT tools for developing and marketing products and training people.</p> <p>This measure will also support awareness raising activities on environmental issues and joint actions to ensure that sites of high environmental and landscape value are managed so that they can sustain the pressures of tourism development without losing their value. In addition, the measure will support the development of more effective systems and approaches to emergency preparedness in relation to flood prevention and control; cross-border pollution, food safety and health issues. The measure will also support the development of joint waste management and minimization strategies/activities.</p> <p>In addition to the above, emphasis will also be placed on cross border social cohesion including joint educational, cultural, health promotion and awareness activities and by addressing social exclusion and common social problems.</p> <p>Measure I.2. Cross-border initiatives targeting the exchange of people and ideas to enhance the professional and civic society cooperation</p> <p>This measure will encourage activities that promote contacts, communication and cooperation between local communities and local community organizations/agencies within the cross-border region, particularly in support of women and marginalized groups (e.g.: unemployed youth and disabled), local democracy and the development of civil society.”</p>

24.	In the event that a project involves the execution of works, is it requested that together with the Concept Note preliminary works design, or main works design, must be sent as supporting document?	<p>In accordance with the GfA, Section 2.4 related to submission of supporting documents, is stated following: “All applicants that have been recommended for further evaluation after Step 1 of the evaluation must supply the following documents together with full applications in order to allow the bodies in charge of the evaluation of the applications to verify the eligibility of the applicants, of the co-applicants and of their affiliated entity(ies) :..... For all the applicants whose project involves the execution of works, the following documents will be required in addition to the aforementioned ones:</p> <ul style="list-style-type: none"> ▪ Positive Decision on Environmental Impact Assessment OR a statement from the relevant public authority that the latter is not needed for the specific activities; ▪ Proof of ownership or long term lease (10 years after the signature of the contract) of the land /assets; ▪ Preliminary works design or detailed works design; ▪ All necessary legal authorisations (e.g.: location and construction permits); ▪ Indicative priced bill of quantities – calculated in EUR.” <p>Based on previous defined no need for submission of supporting documents related to works to be supplied together with the Concept Note, but only for those applicants that have been recommended for further evaluation after Step 1.</p>
25.	What is the minimum funds for which may be applied under this CfP?	Please refer to the Answer No. 11.
26.	Does a foreign organization may participate in the CfP if there is no representative office in Montenegro?	Please refer to the Answer No. 1 and Answer No. 5.
27.	Which version of PRAG is applicable for the 3 rd CfP?	Applicable PRAG version will be the one in force at the moment of publication of the 3 rd CfP, i.e. 2014.0
28.	Is it necessary to translate supporting documents into English?	<p>In accordance with the GfA, Section 2.4 related to submission of supporting documents for provisional selected applications, must be supplied in the form of originals, photocopies or scanned versions (i.e. showing legible stamps, signatures and dates) of the said originals. However the Legal entity sheet and the Financial identification form must always be submitted in original.</p> <p>Where such documents are not in one of the official languages of the European Union or in the language of the countries where the action is implemented, a translation into English of the relevant parts of these documents, proving the applicant’s eligibility, must be attached and will prevail for the purpose of analysing the application.</p> <p>Where these documents are in an official language of the European Union other than English, it is strongly recommended, in order to facilitate the evaluation, to provide a translation of the relevant parts of the documents, proving the applicants’ eligibility, into English.</p>
29.	Is it minimum joint budget of the project equal to 60,000 EUR?	Please refer to the Answer No. 11.

30.	May statutes be changed during the 3 rd CfP?	In accordance with the GfA, Section 2.4 related to submission of supporting documents for provisionally selected applications is stated following: “Statutes or articles of association of the applicant, of each co-applicants and (if any) of each affiliated entity(ies) must not be changed after publication of this Call for Proposals.”
31.	Are the national parks eligible as applicants in the Republic of Serbia?	Please refer to the Answer No. 1 and Answer No. 5.
32.	May SME’s employees participate in the trainings that would be organised within the 3 rd CfP projects?	In line with GfA, Section 2.2.4, to ensure equal treatment of applicants, the Contracting Authorities cannot give a prior opinion on the eligibility of applicants, affiliated entity(ies), an action or specific activities.
33.	Are ministries eligible for granting within this CfP?	Please refer to the Answer No. 1 and Answer No. 5.
34.	<p>Are following expenses eligible:</p> <ol style="list-style-type: none"> 1. Payment of trainers and training facilities for education of SMEs included in the Project; 2. Payment of consultancy or mentoring, related to direct support of SMEs in the process of certification; 3. Payment for issuance of certificates to the SMEs included in the project (company which would issue certificates would be selected in the public procurement process); 4. Procurement of e.g. seeds for private agricultural producers, in order to support implementation of new breeding sorts in the region? 	<p>In line with GfA, Section 2.2.4, to ensure equal treatment of applicants, the Contracting Authorities cannot give a prior opinion on the eligibility of applicants, affiliated entity(ies), an action or specific activities.</p> <p>In accordance with the GfA, Section 2.1.5 related to eligibility of costs, regarding to direct eligible costs is stated following: “To be eligible under the Call for Proposals, costs must comply with the provisions of Article 14 of the General Conditions to the Standard Grant Contract (see Annex G of the Guidelines). The following direct costs of the Beneficiary(ies) shall be eligible: (a) the cost of staff assigned to the Action, corresponding to actual gross salaries including social security charges and other remuneration-related costs; salaries and costs shall not exceed those normally borne by the Beneficiary(ies), unless it is justified by showing that it is essential to carry out the Action; b) travel and subsistence costs for staff and other persons taking part in the Action, provided they do not exceed those normally borne by the Beneficiary(ies) nor the rates published by the European Commission at the time of such mission; c) purchase costs for equipment and supplies specifically for the purposes of the Action, provided that ownership is transferred at the end of the Action when required in Article 7.5; d) costs of consumables; e) costs entailed by contracts awarded by the Beneficiary(ies) for the purposes of the Action referred to in Article 10. f) costs deriving directly from the requirements of the Contract (dissemination of information, evaluation specific to the Action, audits, translation, reproduction, insurance, etc.) including financial service costs (in particular the cost of transfers and financial guarantees where required according to the Contract)...”</p> <p>Therefore, if costs you would calculate within a budget fits within these categories and requirements, eligibility would in principle be met.</p> <p>Furthermore, in the GfA, Section 2.1.4 related to eligible actions, following types of action are ineligible:</p>

		<ul style="list-style-type: none"> • actions concerned only or mainly with individual sponsorships for participation in workshops, seminars, conferences and congresses; • actions concerned only or mainly with individual scholarships for studies or training courses; • actions aimed at the upgrading of infrastructure and equipment in privately owned facilities; • preparatory studies or preparation of preliminary design for works to be carried out within the project; • actions without cross-border impact; • actions related to profit making activities; • actions linked to political parties; • actions which fall within the general activities of competent state institutions or state administration services, including local government; • actions with provisions for financing the usual (routine) activities of the local organisations, especially covering their running costs; • actions confined to charitable donations; • actions related to sub-granting; • actions related to: <ul style="list-style-type: none"> ○ The tobacco industry (CAEN code 16); ○ Production of alcoholic distilled beverages (CAEN code 1591); ○ Arms and munitions (CAEN code 296).
35.	Related to the eligibility issue, could you please provide some more clarifications on what is a "profit organization"? Following which criteria do you classify an organization as profit or non-profit?	<p>In line with GfA, Section 2.2.4, to ensure equal treatment of applicants, the Contracting Authorities cannot give a prior opinion on the eligibility of applicants, affiliated entity(ies), an action or specific activities.</p> <p>In accordance with the GfA, Section 2.4, all applicants that have been recommended for further evaluation after Step 1 of the evaluation must supply documents together with full applications in order to allow the bodies in charge of the evaluation of the applications to verify the eligibility of the applicants, of the co-applicants and of their affiliated entity(ies). For those pre-selected applicants which will be invited to submit full applications, based on provided supporting documents (i.e. statutes, or articles of association, and if the applicant and/or a co-applicant(s) and/or an affiliated entity(ies) is a public body created by a law, a copy of the said law must be provided) of the applicants, of each co-applicants and (if any) of each affiliated entity(ies), the Evaluation Committee will perform eligibility verification regarding to non-profit rule.</p>
36.	For those organizations that have already signed agreement with the Commission, where do they find "legal entity file number"?	For those organization that have already signed a grant contract with the European Union, the Legal Entity File (LEF) number is entered in a Special Conditions, immediate after a name and an address of a beneficiary.
37.	a. May the Centre for Balkans' Studies, which was found by and operates within the Faculty of	a. In accordance with the GfA, Section 2.1 regarding to the eligibility criteria is stated following: "Each application will be submitted as a joint proposal formulated by <u>two applicants</u> acting in

<p>Philosophy of the University of Niš may apply individually or must have a co-applicant from Montenegro?</p> <p>b. If is necessary, may co-applicant be a scientific institution/some of faculties of social sciences of the University of Podgorica?</p>	<p>partnership, one applying for funds from the Contracting Authority in Montenegro and the other one applying for funds from the Contracting Authority in Serbia. In addition, each applicant must have at least one co-applicant applying for the same country allocation as the applicant.”</p> <p>b. Please refer to the Answer No. 1 and Answer No. 5.</p>
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