**CLARIFICATIONS N°1**

FREQUENTLY ASKED QUESTIONS

**Civil Society Facility and Media Programme 2018-2019**

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Many questions received concerning this Call for Proposals can be answered by carefully reading the Guidelines.

Below are replies to the most Frequently Asked Questions received in the call functional mailbox and during the informative session held via a webinar on 3 May 2019.

| **No.** | **Question** | **Answer** |
| --- | --- | --- |
|  | **GENERAL INFORMATION** |  |
|  | Where can I find the call for proposals? | The relevant documentation of this Call for Proposals is available at <https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?do=publi.welcome&nbPubliList=15&orderby=upd&orderbyad=Desc&searchtype=RS&aofr=162473>. |
|  | How can we find the partners for the social entrepreneurship project? | To ensure equal treatment of applicants, the Contracting Authority cannot give instructions on partner searching. For this call, the European Commission has not organised any partner search event. |
|  | **ELIGIBILITY OF BENEFICIARIES AND ORGANISATIONS** |  |
|  | Can we provide a direct support (economic, legal, psycho-social) to vulnerable beneficiaries? | Types of activities which may be financed under this call are listed in the Guidelines for Applicants, section 2.1.4., p. 12 – 17 (the list is not exhaustive). Non eligible types of actions are also listed under the same section.  To ensure equal treatment of applicants, the Contracting Authority cannot give a prior opinion on the eligibility of applicants, or affiliated entity(ies), an action or specific activities (Guidelines for Applicants, section 2.2.4., p. 18). |
|  | Can we support social enterprises? | Social enterprises are eligible co-applicants under Lot 7. Please consider the definition of the social enterprises provided in the Guidelines for Applicants, footnote 15, p. 10. |
|  | Legal entity meaning social enterprises as well? | The definition of social enterprises is provided in the Guidelines for Applicants, footnote 15, p. 10. |
|  | For the Lot 2. Protection, antidiscrimination and/or social inclusion of vulnerable groups, focus is on  • Persons with disabilities, including de-institutionalisation  • Children  Does that mean that protection, antidiscrimination and/or social inclusion of other vulnerable groups will not be supported by the Call? | Under Lot 2. Protection, antidiscrimination, and/or social inclusion of **other** vulnerable groups can be addressed. However, the highest score under section 1. Relevance of the action, question 1.1. of the Evaluation grid (GfA, p. 26) can be awarded only to actions with focus on:   * Persons with disabilities, or * Children. |
|  | Is CSO which was funded by the CARITAS eligible for this Call? | To ensure equal treatment of applicants, the Contracting Authority cannot give a prior opinion on the eligibility of applicants, or affiliated entity(ies), an action or specific activities (Guidelines for Applicants, section 2.2.4., p. 18). |
|  | Is it crucial to have a co-partner? A co-applicant? | The lead applicant **must** act with co-applicant(s). Detailed information on that is provided in section 2.1.1. Guidelines for Applicants, p. 8 – 12. |
|  | In terms of the actors, is it possible that from one IPA II beneficiary country, two co-applicants might include in the Project? It is a bit confusing since there has been optional co-applicant part that include the CSOs from European countries. So is there a limit for mandatory co-applicants? | One application can involve more than one co-applicant from a given IPA II beneficiary country. However, please respect the requirement regarding the number of **mandatory co-applicants** outlined in section 2.1.1. Eligibility of applicants, Co-applicant(s), p. 9 – 11 of the Guidelines for Applicants. |
|  | Must a CSO network include CSOs from at least 5 different IPA II beneficiary countries? | Yes (except for lot 11), the applicants (i.e. lead applicant and co-applicants) must cover at least 5 different IPA II beneficiaries.  In case the lead applicant is a network of CSOs, it is not requested that such a network includes CSOs from at least 5 different IPA beneficiaries (as long as the lead applicant and co-applicants cover at least 5 different IPA II beneficiaries). Information on the Eligibility of applicants is provided in Guidelines for Applicants, section 2.1.1., p. 8 – 12. |
|  | Since we are the network of CSO with legally established Secretariat in one of the WB6 countries, if we are lead do we still need to have mandatory co-applicants as stated in Annex P for LOT 10 beside the affiliated entities we already have in all IPA beneficiary countries, or it is enough to have just affiliated entities (our member organizations) coming from at least 5 different IPA beneficiary countries? | If the lead applicant is a network, it must submit an application under the name of the network. However, it **must** act with co-applicant(s), section 2.1.1. Guidelines for Applicants, p. 8 – 12).  The lead applicant and its co-applicant(s) **may** act with affiliated entity(ies), section 2.1.2. Guidelines for Applicants, p. 11. |
|  | Since we have member organizations in 22 countries, including all WB6 and Turkey, do we need to put all member organizations we have from WB6 and Turkey as affiliated entities (in some of the countries we have more than 1 member org.) or we can put just those which will be directly involved in the implementation of the project activities?  Since we are the network of CSO with legally established Secretariat in one of the WB6 countries, do we still need to have mandatory co-applicants as stated in Annex P for LOT 10 beside the affiliated entities we already have in all IPA beneficiary countries, or it is enough to have just affiliated entities (our member organizations) coming from at least 4 different IPA beneficiary countries? | A network with legal personality must submit an application under the name of the network.  In order to be eligible, except for Lot 11, proposals must be composed of at least 5 organisations/networks established in at least 5 different beneficiaries under the Instrument of Pre-Accession Assistance (also referred to as IPA II beneficiaries). For more details see section 2.1.1., p. 8 – 12.  Only entities having a structural link, in particular a legal or capital link, with the **applicants** and or the co-applicants, can be considered as affiliated entities. |
|  | Can trade union from EU country (Croatia) be a co-applicant? | For the definition of CSO, please refer to footnote 5 on page 4.  CSOs from the EU fall under the category of optional co-applicants.  CSOs from the EU are also eligible lead applicants in Lot 10.  To ensure equal treatment of applicants, the Contracting Authority cannot give a prior opinion on the eligibility of applicants, or affiliated entity(ies), an action or specific activities (Guidelines for Applicants, section 2.2.4., p. 18).  Information on the Eligibility of applicants is provided in Guidelines for Applicants, section 2.1.1., p. 8 – 12. |
|  | For Lot 11, only Kosovo and Serbia can apply. There is no need for other IPA II beneficiaries? | For the actions submitted under the Lot 11, Applicants and Co-applicants must thus represent CSOs, CSOs networks and local authorities from ONLY Serbia and Kosovo (i.e. minimum one lead-applicant and one co-applicant). There is no need for other IPA II beneficiaries. Additionally for Lot 11, for the action to be considered relevant under this Call, a particular attention must be devoted to creating a constructive inter-cultural and inter-ethnic partnership among applicants and mandatory co-applicants (Guidelines for Applicants, section 2.1.1., p. 10). |
|  | Under Lot 11 - is it required that state institutions are included in partnership or is it only foreseen to be a cooperation between CSO’s in Kosovo and Serbia? | As in line with section 2.1.1. of the Guidelines for Applicants, as an exception to the requirement of being a civil society organisation (CSO) or representative network of CSOs and exclusively for Lot 11, **local authorities** from Kosovo and Serbia may act as lead applicants and/or co-applicants. |
|  | 1. Can third parties beneficiaries be social enterprises? 2. Under Lot 7, can social enterprises or SMEs be considered as third parties or only CSO can be considered as beneficiary? | The purpose of financial support to third party is reaching and building capacities of grass-roots and other types of non-governmental local organisations active at local level (Guidelines for Applicants, section 1.2, p. 6).  Social enterprises are **not eligible as third parties**. |
|  | What type of CSO network is eligible to apply: formal or informal? | One of the mandatory eligibility requirements for applicants is to be a **legal** person. Detailed information on the eligibility of applicants is presented in the Guidelines for Applicants, section 2.1.1., p. 8 – 12. |
|  | Can a civil society organization from Turkey be lead applicant? | Yes, this call is open to all beneficiaries of the Instrument of Pre-Accession Assistance (i.e. Western Balkans and Turkey, so- called IPA II beneficiaries). Detailed information on the eligibility of applicants (including variations in specific lots) is presented in the Guidelines for Applicants, section 2.1.1., p. 8 – 12 |
|  | Can an organisation from N. Macedonia apply for lead applicant for regional network? | Yes, this call is open to all beneficiaries of the Instrument of Pre-Accession Assistance (i.e. Western Balkans and Turkey, so- called IPA II beneficiaries). Detailed information on the eligibility of applicants (including variations in specific lots) is presented in the Guidelines for Applicants, section 2.1.1., p. 8 – 12. |
|  | If an NGO has got representative offices in different IPA countries, a representative Office would be also an actor- meaning lead applicant or co-applicant- for the Project? What is the applicable procedure on legal entity for the call? | To ensure equal treatment of applicants, the Contracting Authority cannot give a prior opinion on the eligibility of applicants, or affiliated entity(ies), an action or specific activities (Guidelines for Applicants, section 2.2.4., p. 18).  Information on the Eligibility of applicants is provided in Guidelines for Applicants, section 2.1.1., p. 8 – 12. |
|  | Related to lot 2: Can the lead applicant be based an EU Country which has its branch located/registered in IPA II beneficiaries? | To ensure equal treatment of applicants, the Contracting Authority cannot give a prior opinion on the eligibility of applicants, or affiliated entity(ies), an action or specific activities (Guidelines for Applicants, section 2.2.4., p. 18).  Information on the Eligibility of applicants is provided in Guidelines for Applicants, section 2.1.1., p. 8 – 12. |
|  | Can organization be lead in one application and co-applicant in another? In case they both get funding we are not sure if we would have to choose between the grants or would we have the possibility to participate on both of them? | The lead-applicant may be a co-applicant or an affiliated entity in another application at the same time provided that it concerns another lot (Guidelines for Applicants, section 2.1.4., p. 19). In case both applications get funded, the same organisation -being lead applicant in one and co-applicant in another- will get two different grants. |
|  | In how many applications can organisation be partner without submitting any proposals as a lead applicant within the same and different lots? | A co-applicant/affiliated entity may not be the co-applicant or affiliated entity in more than one application under this call for proposals (Guidelines for Applicants, section 2.1.4., p. 19). |
| 24. | Are EU based members of a given Network which is active in South East Europe eligible to be applicant for this call? | CSOs from the EU fall under the category of optional co-applicants.  CSOs from the EU are also eligible lead applicants in Lot 10.  To ensure equal treatment of applicants, the Contracting Authority cannot give a prior opinion on the eligibility of applicants, or affiliated entity(ies), an action or specific activities (Guidelines for Applicants, section 2.2.4., p. 18).  Information on the Eligibility of applicants is provided in Guidelines for Applicants, section 2.1.1., p. 8 – 12. |
|  | We are based in a EU Member State and we are interested to know if Albania is covered by this call | Yes, Albania is one of the so-called IPA II beneficiaries.  Information on the Eligibility of applicants is provided in Guidelines for Applicants, section 2.1.1., p. 8 – 12. |
|  | Our organisation is EU-based and we are active in Kosovo through our mission, which is legally related to us, and is therefore not a Kosovo NGO. So, is it possible for you to tell me if the Kosovo mission can be eligible to apply to Lot 10 and 11? | To ensure equal treatment of applicants, the Contracting Authority cannot give a prior opinion on the eligibility of applicants, or affiliated entity(ies), an action or specific activities (Guidelines for Applicants, section 2.2.4., p. 18).  Information on the Eligibility of applicants is provided in Guidelines for Applicants, section 2.1.1., p. 8 – 12.  Please bear in mind the specific requirements relating to lot 10 and lot 11. |
|  | If our application for a call in Civil Society Facility Multi-country Programmes is in process-not even the result of short-listed concluded yet- is there any obstacle to apply to this call as lead-applicant? | Organisations benefitting from Civil Society Facility Multi-country Programmes as Coordinators/lead-applicants in long-term grants funded under the Commission Implementing Decision C(2016)4889 (Call reference: EuropeAid/154870/DH/ACT/Multi), and under the Commission Implementing Decision C(2017)5343 final (Call reference: EuropeAid/160680/ DH/ACT/Multi) are not eligible as lead applicants under this Call for Proposals. They may participate as co-applicants in maximum one project proposal, provided that the proposal submitted clearly demonstrates the value added and the difference in focus of the proposed activities as compared to those currently financed. In no case may it represent a duplication of the on-going action (Guidelines for Applicants, section 2.1.1., p. 9). |
|  | Is it needed that Applicant and Co-applicants are from 5 different IPA II beneficiaries, or is it possible, for example, to have one Applicant from one IPA II Beneficiary (e.g. Bosnia and Herzegovina) and four different Co-applicants all from Croatia or Turkey? | Information on the Eligibility of applicants is provided in Guidelines for Applicants, section 2.1.1., p. 8 – 12.  Please bear in mind the specific requirements relating to lot 10 and lot 11  With the exception of Lot 11, in order to be eligible proposals must include at least 5 organisations/networks established in at least 5 different beneficiaries under the Instrument of Pre-Accession Assistance (also referred to as IPA II beneficiaries). |
|  | If a social enterprise from an IPA II Beneficiary is included as a co-applicant in an action, would it contribute to that application fullfilling the required minimum of 5 CSOs from different IPA II Beneficiaries? (or any social enterprise co-applicants must be in addition to at least 5 CSOs from from different IPA II Beneficiaries) | No, if a social enterprise from an IPA II Beneficiary is included as a co-applicant in an action it does not contribute to setting-up the minimum of 5 CSOs from different IPA II Beneficiaries and therefore the social enterprise will be an additional co-applicant to the at least 5 CSOs from from different IPA II Beneficiaries) |
|  | If an association is lead applicant, can the platform (CSO network) that this organisation is a part of be co-applicant or affiliated entity? | The network the lead applicant belongs to cannot be co-applicant neither affiliated entity  More information on Affiliated entities is provided in the Guidelines for Applicants, section 2.1.2., p. 11-12. |
|  | Could affiliated entity also be a co-applicant? | No, a given organisation can either be a co-applicant or an affiliated entity |
|  | **SUPPORT TO THIRD PARTIES** |  |
|  | In case when networks apply, can their local member organisations be considered as third parties? | No. Applicants are expected to respect principles of transparency and equal treatment of applicants under the provision of financial support to third parties. Detailed instructions on Financial support to third parties are provided in the Guidelines for Applicants, section 2.1.4. p. 17. |
|  | Can third parties include non-registered citizens groups? | In order to be eligible the third party has to have legal personality and be based and active in one of the seven IPA Beneficiaries in the Western Balkan and Turkey and be working on one or more of the thematic areas of relevance of this Call for Proposals (Guidelines for Applicants, section 2.1.4., p. 18). |
|  | Is it possible to include a foundation as third party? | The purpose of financial support to third party is reaching and building capacities of grass-roots and other types of non-governmental local organisations active at local level (Guidelines for Applicants, section 1.2, p. 6). |
|  | The third parties how long should be registered, more than 2 years? | It is up to the grants beneficiaries to set up the minimum eligibility criteria for third parties support. This should be done in accordance with the objectives and given criteria established in the Guidelines such as having legal personality and be based and active in one of the seven IPA Beneficiaries in the Western Balkan and Turkey and be working on one or more of the thematic areas of relevance of this Call for Proposals (Guidelines for Applicants, section 2.1.4., p. 17-18). |
|  | İs it obligatory that the co-applicants must give micro grants for lot 2? | Financial support to third parties is a compulsory requirement for all lots except Lot 11 (Guidelines for Applicants, section 1.2., p. 6). |
|  | Should we open a call for the grant like sub-grant or we can choose and include directly one party as third party? | The purpose of financial support to third parties is ensuring maximum outreach to the CSO community by reaching and building capacities of grass-roots and other types of non-governmental local organisations active at local level and enabling them to participate in regional networks. Applicants are expected to respect principles of transparency and equal treatment of applicants under the provision of financial support to third parties. Detailed instructions on Financial support to third parties are provided in the Guidelines for Applicants, section 2.1.4. p. 17. |
|  | **CO-FINANCING** |  |
|  | Does the size of co-financing matters in case of assessment of concept note? | No. As long as the minimum co-financing requirements are respected, the size of co-financing is not part of the evaluation criteria of this Call. Detailed information on evaluation of concept notes is presented in the Guidelines for Applicants, p. 26 – 27. |
|  | How is % of co-funding decided between the 10% minimum and 50% maximum? | When deciding on the size of the co-financing amount and percentage of co-financing, applicants should consider their financial capacities to implement the proposed action (Guidelines for Applicants, section 1.3, p. 7). |
|  | Are Third parties who receive a financial support should also pay a percentage in co-financing? | It is up to the grants beneficiaries to set up the minimum eligibility criteria for third parties support. This should be done in accordance with the objectives and given criteria established in the (Guidelines for Applicants, section 2.1.4., p. 17-18). |
|  | Is contribution in kind recognised as co funding? | No. In accordance with the Guidelines for Applicants, section 2.1.5., p. 20, contributions in kind mean the provision of goods or services to beneficiaries or affiliated entities free of charge by a third party. As contributions in kind do not involve any expenditure for beneficiaries or affiliated entities, they are normally not eligible costs.  Contributions in kind may not be treated as co-financing.  However, if the description of the action as proposed includes contributions in kind, the contributions have to be made. |
|  | **AMOUNT OF GRANT** |  |
|  | 1M eur can be maximum cost of the action or maximum requested cost? (having in mind 90% as a maximum percentage) | Any grant (EU contribution) requested under this call for proposals must fall between the following minimum and maximum amounts:   * minimum amount: EUR 600,000.00 except for Lot 3 where the minimum amount is EUR 1,200,000 and for Lot 11 where the minimum amount is EUR 200,000.00 * maximum amount: EUR 1,000,000.00, except for Lot 3 and 7 where the maximum amount is EUR 1,500,000.00 and Lot 11 where the maximum amount is EUR 400,000.00.   Any grant requested under this call for proposals must fall between the following minimum and maximum percentages of total eligible costs of the action:   * Minimum percentage: 50 % of the total eligible costs of the action. * Maximum percentage: 90 % of the total eligible costs of the action, except for Lot 11 where the maximum percentage is 95%. |
|  | **QUESTIONS ON LOTS** |  |
|  | Can you explain lot 7? | For more information, please consider section 2.1.4. of the Guidelines for applicants, p. 14. |
|  | Can an application concerning drug policy issues fall under Lot 2 and Lot 5 or has an applicant to make a choice of one (1) Lot? | Applicant is required to select one Lot under which its application will be submitted. |
|  | 1. Why is only 1 grant awarded under Lot 3?  2. Could you kindly clarify whether "women's trafficking" could be considered relevant to the particular call for proposal, having in mind that this phenomenon is linked to gender inequalities and women's rights | The expectations regarding the activities of the network to be supported under Lot 3 are comparably more detailed than for other lots, and it has been estimated that this work will require a relatively substantial budget. Therefore only one network is foreseen to be supported under Lot 3.  In order to ensure equal treatment of applicants, the contracting authority cannot give a prior opinion on the relevance of the applications.  Please study carefully all the available lots. Please note that the objectives of the call are listed under the section 1.2, page 5-6, and please also note that a non–exhaustive list of recommended activities under Lot 3 is provided under section 2.1.4, pages 16-17 |
|  | How many grants will be awarded in lot 7? | The number of awarded grants will depend on the number of provisionally selected applications and available funds under the particular lot. |
|  | How is the budget separated in Lot 2? | Indicative allocation of funds under Lot 2 Protection, antidiscrimination and/or inclusion of vulnerable groups is 2 M EUR. There is no predetermined split between the different thematic areas described in any specific lot; all applications, under all the Lots, will be ranked according to their score and the highest scoring applications will be selected until the available budget for this call is reached. |
|  | Is it possible to mix lots and for example if we concentrate on lot 7 socio-economic development can we pick up only some items of the lot? | Applicants are required to select one Lot under which applications will be submitted. However, more than one priority under particular Lot can be targeted by one grant application (Guidelines for Applicants, section 2.1.4., p. 12 – 15). |
|  | Is lot 7 the best for social entrepreneurship? | Lot 7 is dedicated to Innovative solutions to promote in particular:   * youth employment * environmental sustainability of economic development * diversification of economic activities in rural areas * green/social/circular economy/entrepreneurship * consumers and patients’ protection * improved labour conditions and occupational health and safety.   Indicative allocated amount for Lot 7 is EUR 5 Million. |
|  | **ELIGIBILITY OF ACTIVITIES/COSTS** |  |
|  | There are some activities determined as eligible, while you are saying for desk research-the research cannot be the main purpose, what do you expect there? | Please refer to section 2.1.4. of the Guidelines for applicants for all questions relating to eligibility of actions.  List of ineligible actions on the page 15 of the above mentioned section include also: *“Actions concerned only or mainly with academic research and/or feasibility studies”*.  List of eligible actions on the page 16 of the same section include also: “*Desk research (research cannot be the main purpose of the action), baseline studies”*. |
|  | Will this financial support to third parties be like sub-grants in terms of processes? | Yes. However, please note that financial support to third parties should also include activities of mentoring, monitoring and evaluation of the third parties receiving the Financial Support (section 2.1.4., p. 17 of the Guidelines for Applicants). |
|  | Regarding visibility, does the call at later stages require a detailed dissemination and visibility plan? | Under the section 2.1.2. of the Grant Application Form – Full Application Form following information is required in relation to the visibility of the action: *“The planned activities in order to ensure the visibility of the action and the contribution of the EU to its funding.”* |
|  | It is said that combining advocacy and concrete activities toward citizens is encouraged. However concrete type of activities are not listed at all. | For the full list of eligible activities refer to the p. 16 of the Guidelines for Applicants. |
|  | Is there a cost item, with which project development costs can be covered (if project is approved)? | No, and such cost is not eligible. Please note that in accordance with article 14.1. of the General Conditions eligible costs must be incurred during the implementation of the action. |
|  | **APPLICATION PROCESS** |  |
|  | When is the deadline to submit the full application? | Please refer to Indicative time-table of the Guidelines of Applicants, p. 34. |
|  | At what stage of the whole application process do we provide detailed information about the co-applicants? Is it in the next stage (while writing the Application form)? | Detailed information on co-applicant(s) and affiliated entity(ies) is obligatory in PADOR. The related documents should be available already at the time of the submission of the concept note. (Guidelines for Applicants, section 2.4., p. 32. |
|  | At concept note level, should we give the name of the CSOs as co-applicants in that project call? Or should it be in the long application? | At the Concept Note level following information should be provided about each co-applicant: Name of the co-applicant, EuropeAid ID; Nationality/ Country and date of registration; Legal Entity File number (if available) and Legal Status (Grant Application Form – Concept Note, section 1.4., p. 7). |
|  | While writing the narrative part of the concept note (after having the project activities, objectives and outcomes listed) should we focus the narrative "theoretical" part of the concept note more on:  1) the actual implementation of the project  or  2) the sustainability of the previously listed activities and objectives? | Please follow the “Instructions for drafting the concept note” in the Concept Note template, p.9-12 and note that details on the actions sustainability shall be provided at the Full Applications stage. |
|  | For the concept note it is listed 5 pages (DESCRIPTION – 2 PAGES + RELEVANCE 3 PAGES), but does Description part is 2 pages maximum, without summery table, or the CN should contain 5 pages with summery table? | According to the instructions on how to fill in the Concept Note the Cover page of the document; Summary of the action (section 1.1.); max 2 pages on Description of the Action (section 1.2.); max 3 pages on Relevance (section 1.3.) of the Action; relevant information on Lead applicant, co-applicant(s) and affiliated entity(ies) (section 1.4.); Project details (section 1.5.) and Declaration by the applicant (section 2) should be provided. |
|  | Can one co-applicant change at the long application level since this call should include CSOs from at least 5 countries-so many challenges might occur in time in terms of cooperation? | The lead applicant may replace a co-applicant or an affiliated entity only in duly justified cases (e.g. bankruptcy of initial co-applicant or affiliated entity). In this case the new co-applicant/affiliated entity must be of a similar nature as the initial one (Guidelines for Applicants, section 2.2.1., p. 22 – 23). |
|  | In the Description of the Action section: what is the ratio between the chapters required, i.e. how much space should we allocate for the sets of activities? | There are no formal requirements regarding the relative volume of text to be provided for sub-chapters within section 1.2. Description of the Action (Grant Application Form – Concept Note). |
|  | The CN template - front page... should we fill the missing information of the call? | Applicants are requested to indicate on the first page of the Concept Note template the Europe Aid reference of the Call and complete the table regarding Number & title of lot; Title of the action; Name of the lead applicant and Nationality of the lead applicant |
|  | The template for CN is not yet adapted to the call, will there be a new upload? | No, there will not be any new upload. |
|  | At the Concept Note stage we do not need to provide Log-Frames? | The Log-Frame is required at the stage of submission of the Full Application Form. |
|  | Do we need mandates of co-applicants at this stage? Concept notes stage. | Signed and dated mandate from each co-applicant must be submitted as a part of the Full Application Form. |
|  | **ASSESSMENT OF CONCEPT NOTES / PROPOSALS** |  |
|  | What type of methodology will be used for marking financial capacities? | Evaluation criteria for selection of Financial and operational capacity of applicants and affiliated entities are presented in the Guidelines for Applicants, Evaluation grid, p. 29. |
|  | How does the Commission evaluate registered project that have no co-applicants, but involve different stakeholders? | Such grant application would be evaluated as non-eligible and rejected. Please note that co-applicants are mandatory as in line with Guidelines for Applicants, section 2.1.1., p. 8 – 12). |
|  | What is the weighting of these applicant criteria…is there more points for more beneficiary countries or you just need to reach criteria. | Evaluation and selection of applicants is clearly described in the Guidelines for Applicants, section 2.3., p. 25 – 31. |
|  | Are the co-applicants expected to have the same financial capacities as the Lead Applicant? | No. However, they need to have proper management capacity including ability to handle the budget for the action, including in relation to support to third parties. Please refer to the evaluation criteria for Financial and operational capacity presented under section 2.3., p. 29 of the Guidelines for Applicants. |