

National Programme for Croatia under the IPA – Transition Assistance and Institution Building Component for 2010

IPA 2010: Supporting CSOs' contribution in promoting and monitoring of equal opportunities and non-discrimination related policies

EuropeAid/131842/M/ACT/HR

QUESTIONS AND ANSWERS

Date: 08 November 2011

NOTE: The final decision concerning eligibility of an applicant, a partner, an action or specific activities will be made by the Evaluation Committee during the process of Evaluation of applications (subject to ex-ante control of the CFCA and Delegation of the EU).

NOTE: Questions may be sent by e-mail or by fax no later than 21 days before the deadline for the submission of applications. Final version of Q&A will be published no later than 11 days before the deadline for the submission of applications.

no.	QUESTIONS	ANSWERS
1.	I would like to ask if Centres for Social Welfare are eligible partners (established according to the Social Welfare Act, national gazette 57/2011)? It is said that 2.1.2 Partnerships and eligibility of partners, 3. institutions and legal entities in public services delivery, including public media, founded according to Institutions Act (O.G. 76/93; 29/97; 47/99 and 35/08) in case a partner is a national of Croatia.	In line with section 2.2.4 of the <i>Guidelines for Applicants</i> in the interest of equal treatment of applicants, the Contracting Authority cannot give a prior opinion on the eligibility of an applicant, a partner, an action or specific activities. Verification of eligibility of the applicant and partner(s) will be carried out by the Evaluation Committee during evaluation procedure, specifically Step 3, in line with section 2.3 of the <i>Guidelines for Applicants: Evaluation and Selection of Applications</i> .
2.	In the Guidelines for grant applicants, part 2.1.2. Partnership and eligibility of partners says: „an action must involve a minimum of two partner organisations from Croatia, registered in the different Counties“. Does it mean that the minimum for project application is: The applicant + two partners from two different counties, a total of three organizations from three different counties. If the answer is positive, does the all of three organisations have to be civil society organisations?	

3.	<p>Since nowhere in the Guidelines for applicants, when it comes to eligibility criteria, is not explicitly stated that the applicant organization must exist for a longer period of time, e.g. 2 years or more but, on the contrary, the program supports the strengthening of smaller local organizations, we would like to know is any young organization, existing from 2011, eligible to apply for this Call for Proposals considering that:</p> <ul style="list-style-type: none"> - it doesn't have employees (but the staff work on voluntary basis), - the organization still doesn't have a permanent sources of funding, nor can provide the profit and loss statements for the last year, but at the same time CAN ensure the required matching funds, have the implementation capacity as regards the people and equipment, have also several strong partners in several Croatian regions, and its members have enough experience in implementing EU projects, as well as necessary expertise in the area of anti-discrimination that the project proposal is addressing? 	
4.	<p>Please help me with explanation about partnership eligibility. Explanation for applicants says: "There is an unlimited number of partners allowed; however, an action must involve a minimum of two partner organizations from Croatia acting in the field relevant for this call for proposals (namely: human rights, equal opportunities and non-discrimination policy). In addition, at least two partner organizations are to be registered in two different Counties of the Republic of Croatia (in case of the applicant being a national of Croatia, in two Counties different from the County (ies) where the applicant is registered)."</p> <p>Our association is registered in Zagreb and we would like to have partnership with major associations which have jurisdiction in the whole country, but they are also registered in the City of Zagreb. So, the question is could these associations be our partners? It is somewhat confusing and I have to be certain...</p>	
5.	With reference to the "partnership and eligibility of partners"	

	<p>(2.1.2, page. 9 of Guidelines for grant applicants), I hereby ask whether a private non-profit voluntary and transnational association, regulated by the Italian law, representing a series of Chambers of Commerce (based in Italy) and Chambers of Economy based in different countries of East Adriatic (such as Croatia, Montenegro, Bosnia and Herzegovina and Albania), is eligible as partner.</p> <p>In particular I hereby ask whether Chambers of Commerce and Chambers of Economy can be considered as CSO/non-profit organizations (NPOs).</p>	
6.	<p>What is the percentage available/allowed for purchase of equipment?</p>	<p>Guidelines for Applicants do not prescribe any specific percentage in relation to purchase of equipment.</p>
7.	<p>One of the project partners is Faculty. It is our practice to conclude a special agreement with the partners. In case some financial means are approved for the partner through the agreement we redirect the allocated means for their work and expenses.</p> <p>Since in this case we have a public institution, is it possible to plan through the budget the expenses for their work, some equipment, materials for the implementation of the activities and the expenses of office materials?</p> <p>Their participation in the implementation, among others, will be through the expertise work of the employees of the Faculty.</p> <p>Please provide us with the clarifications regarding the mentioned issues.</p>	<p>Civil servants or other public employees of central or local administrations which participate under this call for proposals as applicant or partners may not receive fees for their contribution to the action other than their salaries in the respective institution. The salaries of the civil servants or other public employees of the central and local administrations may be presented as co-financing contribution of the applicant.</p> <p>The costs related to the office are budgeted in the way that the costs for office supplies and utilities are covered by administrative costs if the regular office is used as a place of operations (Budget for the Action Heading 10.), and if the office is rented specifically for the project in question, than Heading 4 will be used (Local Office, Consumables/Office supplies, Office rent etc).All equipment that is necessary for the project implementation is considered as eligible costs.</p> <p>Related to the eligibility of costs, for more information please consult <i>the General Conditions</i>, Article 14 <i>Eligible costs</i> that are sustained in the published tender dossier for this call for proposals.</p> <p>Within the <i>Practical Guide to Contract procedures for EU external actions</i>, article 6.4.10.3. <i>Characteristics of the standard grant contract</i> it is stated that, prior contracting procedure, following procedure will be implemented:</p> <p>“The budget proposed for the action by the successful applicant at the call for proposals stage must be corrected to remove any obvious arithmetical errors or ineligible costs prior to signing the contract. The Description of the action is corrected accordingly if need be.”</p>