

Developing capacities of CSOs for systematic monitoring and advocacy of sustainable development policies and integrated approaches to waste and water management, transport, regional development, sustainable use of natural resources and environmental safety

Questions and Answers

EuropeAid/128948/M/ACT/HR

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1. Publication reference

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2. Procedure

Open

3. Programme

IPA 2008

4. Financing

National Programme for Croatia under the IPA – Transition Assistance and Institution Building Component for 2008

5. Contracting authority

Central Finance and Contracting Agency

NOTE: The final decision concerning eligibility of applicant & partners, activities and costs will be brought by the Evaluation Committee and CFCA acting as Contracting Authority (subject to ex-ante control of the EC Delegation), upon evaluation of the submitted project proposals.

List of Abbreviations:

CFCA – Central Finance and Contracting Agency (Središnja agencija za financiranje i ugovaranje – SAFU)

GfA – Guidelines for Applicants (Upute za prijavitelje)

PRAG - Practical Guide to Contract Procedures for EC External Actions

QUESTIONS	ANSWERS
Date: 16th September 2009.	
1. What is the financial distribution procedure to the applicant who secures the project? What percentage is allotted before the project starts, during, and after?	Payment procedures are set out in Article 4 of the Special Conditions and correspond to one of the options set in the Annex II – General Conditions Article 15.1. For the a.m. grant scheme one of the following options will apply: Option 1: Actions with an implementation period not exceeding 12 months or where the financing provided by the Contracting Authority does not exceed EUR 100 000 The Contracting Authority will pay the grant to the

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	<p>Beneficiary in the following manner:</p> <ul style="list-style-type: none"> • pre-financing of 80% of the sum referred to in Article 3.2 of the Special Conditions following the provisions in Article 4.3 of the Special Conditions. • the balance within 45 days of the Contracting Authority approving the final report in accordance with Article 15.2, accompanied by a request for payment. <p>Option 2: Actions with an implementation period of more than 12 months and where the financing provided by the Contracting Authority is more than EUR 100 000 The Contracting Authority shall pay the grant to the Beneficiary in the following manner:</p> <ul style="list-style-type: none"> • an initial pre-financing installment of 80% of that part of the estimated budget for the first 12 months financed by the Contracting Authority, as specified in Article 4 of the Special Conditions, following the provisions in Article 4.3 of the Special Conditions. • further pre-financing installments of the amount specified in Article 4 of the Special Conditions and designed to normally cover the Beneficiary's financing needs for each Twelve month period of implementation of the Action, within 45 days of the Contracting Authority approving an interim report in accordance with Article 15.2. • the balance within 45 days of the Contracting Authority approving the final report.
Date: 18th September 2009.	
<p>2. Mushroom Council from Maribor intends to apply for this IPA I Call for proposal in partnership with Mushroom Council from Čakovec with the project "Mushrooms as an bio-indicator for preservation of biodiversity" and therefore we would like to know is our project idea eligible for this Call?</p>	<p>As it is stated in the Guidelines for Applicants, chapter 2.2.3. <i>Further information for the Application</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. Eligibility of the Applicants and Partners will be assessed by the Evaluation Committee during the evaluation process and it will be subject of <i>ex-ante</i> control performed by the EC Delegation.</p> <p>List of criteria that applicants have to fulfil is stated in the Guidelines for Applicants, chapter 2.1.1 <i>Who may apply?</i> Additionally, as regards to the actions eligible under this Call the full list of eligible actions is stated in the Guidelines for Applicants, chapter 2.1.3 <i>Eligible actions: actions for which an application may be made.</i> Eligibility of the Actions will be evaluated by the Evaluation Committee during the evaluation process and it will be subject of <i>ex-ante</i> control performed by the EC Delegation.</p>
Date: 25th September 2009.	
<p>3. Will the successful applicant be granted</p>	<p>The applicant and partner do not need to pre-finance the</p>

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<p>with certain percentage of funds before the actual implementation of the project or must the applicant and partner pre-finance the implementation of activities in total amount?</p>	<p>implementation of activities in total amount. For the payment procedures please refer to the answer no. 1</p>
<p>Date: 29th September 2009.</p>	
<p>4. Should the potential applicant organization have certain minimal yearly budget and turnover on bank accounts to be eligible? If this is mandatory requirement please clarify will this criterion be taken into consideration during evaluation of project proposal.</p>	<p>Regarding to your question please note that minimal yearly budget or turnover of organization are not stated in the GfA as a part eligibility criteria nor as a mandatory requirement. The eligibility criteria are defined in the Point 2.1. of the GfA and there are three sets of eligibility criteria, relating to: (i) applicant(s) which may request a grant (stated under point 2.1.1 of the GfA), and their partners (stated under point 2.1.2); (ii) actions for which a grant may be awarded (stated under point 2.1.3 of the GfA); and (iii) types of cost which may be taken into account in setting the amount of the grant (stated in the points 2.1.4 of the GfA of the GfA).</p>
<p>Date: 26th October 2009.</p>	
<p>5. Referring to the guidelines for grant applicants, page 26, I would like to ask if the documents to be completed are to be sent by each partner of a project consortium or if they have to be provided only by the applicant. I am specifically asking for the following documents: Annex D: Legal Entity Sheet Annex E: Financial identification form Furthermore, I kindly ask you to confirm that part II (The Applicant), section 2-4 does not need to be filled in, if the applicant can provide a EuropeAid-ID.</p>	<p>Referring to your questions about submission of Legal entity Sheet and Financial Identification form (in accordance with point 2.4 of the GfA) please note that a.m. documents should be provided only for Applicant.</p> <p>Also, according to the GfA point 2.2.1. "Application form" application form and the published annexes which have to be filled in (budget, logical framework) will be evaluated. It is therefore of utmost importance that these documents contain ALL relevant information concerning the action. No additional annexes should be sent.</p> <p>This procedure will be conducted in the context of the ex-ante decentralized system, Contracting Authority does not have access to the PADOR. Hence, instructions related to the PADOR are not applicable in a case of this grant scheme.</p>