



Republic of Serbia

**MINISTRY OF FINANCE**

**Department for Contracting and Financing of EU Funded Programmes (CFCU)**

**Belgrade, February 10<sup>th</sup>, 2020**

**CONTRACTING AUTHORITY'S CLARIFICATIONS**

**2<sup>nd</sup> Call for proposals: Cross-border Programme Serbia – Bosnia and Herzegovina 2014-2020 under the Instrument of Pre-accession Assistance (IPA II), allocations 2016, 2017 and 2018**

**EuropeAid/165834/ID/MULTI**

No.	Question	Answer
1.	<p>U vezi sa Drugim pozivom za dostavljanje prijedloga projekata u <b>okviru IPA II Programa prekogranične saradnje Srbija– Bosna i Hercegovina 2014-2020</b>, molimo za odgovore na sljedeća pitanja:</p> <p><b>A.</b> Da li je obavezno dostaviti kompletnu aplikaciju do 21.02.2019. godine ili je u navedenom roku dovoljno dostaviti samo koncept notu, odnosno da li je obavezno dostaviti i koncept notu i kompletnu aplikaciju do 21.02.2019. godine?</p> <p><b>B.</b> Kada je u pitanju finansijaska podrška trećim stranama, da li se pod sub-grantovima podrazumijevaju i nenovčani grantovi, odnosno da li su dozvoljeni nenovčani grantovi u vidu opreme trećim licima?</p>	<p><b>A.</b> According to the Guidelines for grant applicants, deadline for submission of concept note and full application is 21 February 2020.</p> <p>Since this is an <b>open call for proposals</b>, concept note and full application have to be submitted together, as stated on the page no.2 of the GfA:</p> <p>“ <i>NOTICE</i> <i>This is an open call for proposals, where all documents are submitted together (concept note and full application).</i>”</p> <p><b>B.</b> In line with the Guidelines for grant applicants, section <b>2.1.4. Eligible actions: actions for which an application may be made:</b></p> <p><u>“Financial support to third parties</u></p> <p>Applicants may not propose financial support to third parties. In other words, sub-granting is not allowed under this call for proposals. These third parties are</p>

	<p><i>Unofficial translation</i></p> <p><i>With reference to the 2<sup>nd</sup> Call for Proposals under the IPA II Serbia-Bosnia and Herzegovina Cross-border Cooperation Program 2014-2020, could you please provide answers to the following questions:</i></p> <p><b>A.</b> <i>Is it mandatory to submit the full application by 21/02/2019 or is it sufficient to submit only the concept note within the stated deadline, ie is it obligatory to submit the concept note and the full application by 21/02/2019?</i></p> <p><b>B.</b> <i>When it comes to the financial support to third parties, do sub-grants also include non-monetary grants, i.e. are non-monetary grants permitted in the form of equipment to third parties?</i></p>	<p>neither affiliated entity(ies) nor associates nor contractors. ”</p> <p>To be eligible under this CfP, costs must comply with the provisions of Article 14 of the GC:</p> <p><b><u>Eligible direct costs</u></b></p> <p>14. 2. [...] c) purchase costs for equipment (new or used) and supplies specifically dedicated to the purposes of the action, provided that ownership is transferred at the end of the action when required in Article 7.5.</p> <p>Article 7.5. Unless otherwise clearly specified in the description of the action in Annex I, the equipment, vehicles and supplies paid for by the budget for the action shall be transferred to the final beneficiaries of the action, at the latest when submitting the final report.”</p> <p>In line with the Guidelines for Applicants, section <b>2.2.4. Further information about the applications</b>, in order to ensure equal treatment of applicants, the contracting authority cannot give a prior opinion on the eligibility of lead applicants, co-applicants, affiliated entity (ies), an action or specific activities.</p>
2.	<p>Molim za odgovor na dva pitanja, vezana za program prekogranične saradnje Srbija-Bosna i Hercegovina, tekući poziv za dostavu predloga projekata.</p> <p><b>A.</b> Da li pridruženi partner (affiliated entity) ima pravo na korišćenje sredstava iz zajedničkog budžeta da bi realizovao svoje aktivnosti u projektu?</p> <p><b>B.</b> Da li Institut za javno zdravlje Vojvodine može da bude partner na projektu, a da se tema tiče tematskog prioriteta dva? S obzirom da institut vrši razna istraživanja(npr. kvalitet vode, vazduha, sedimenta, monitoring faktora rizika životne sredine itd.) te bi se njihove aktivnosti vezivale za istraživačke aktivnosti u okviru same teme odnosno prioriteta.</p> <p><i>Unofficial translation</i></p>	<p><b>A.</b> In line with the GfA, section <b>2.1.2 Affiliated entities</b>:</p> <p>“ If the applicants are awarded a grant contract, their affiliated entity(ies) will not become beneficiary(ies) of the action and signatory(ies) of the grant contract. However, they will participate in the design and in the implementation of the action and <u>the costs they incur (including those incurred for implementation contracts and financial support to third parties) may be accepted as eligible costs, provided they comply with all the relevant rules already applicable to the beneficiary(ies) under the grant contract.</u>”</p> <p><b>B.</b> In line with the Guidelines for Applicants, section <b>2.2.4. Further information about the applications</b>, in order to ensure equal treatment of applicants, the contracting authority cannot give a prior opinion on the eligibility of lead applicants, co-applicants, affiliated entity (ies), an action or specific activities.</p>

	<p><b>A.</b> <i>Does affiliated entity has right to use funds from the joint budget in order to carry out its activities within the project?</i></p> <p><b>B.</b> <i>Can the Institute of Public Health of Vojvodina be a partner in the project, if the project topic relates to thematic priority two? Having in mind that Institute carries out various researches (eg quality of water, air, sediment, monitoring of environmental risk factors, etc.) and their activities could be related to research activities within the selected priority.</i></p>	<p>Please see the following information under the section <b>2.1.1. Eligibility of applicants (i.e. lead applicant and co-applicant(s))</b> of the GfA:</p> <p>“Lead applicant</p> <p>(1) In order to be eligible for a grant, the lead applicant must:</p> <p>...</p> <ul style="list-style-type: none"> <li>• be a specific type of institution or organisation such as:</li> </ul> <table border="1" data-bbox="829 575 1446 1751"> <tr> <td data-bbox="829 575 1446 680"> <p><b>Under the specific objective 2.1. Improving sustainable environmental planning and promotion of biodiversity</b></p> </td> </tr> <tr> <td data-bbox="829 680 1446 1251"> <ul style="list-style-type: none"> <li>• Central, regional and local government units (ministries, municipalities, departments, agencies) with competencies/responsibilities in the eligible area for nature protection, water supply, wastewater and solid waste management</li> <li>• Civil society organizations</li> <li>• National Parks</li> <li>• Research, development and innovation (RDI) institutions</li> <li>• Agencies for local or regional development</li> <li>• Public utility companies controlled by government units</li> </ul> </td> </tr> <tr> <td data-bbox="829 1251 1446 1383"> <p><b>Under the specific objective 2.2. Improving the management system for emergency interventions</b></p> </td> </tr> <tr> <td data-bbox="829 1383 1446 1751"> <ul style="list-style-type: none"> <li>• Emergency services and organisations, including civil protection units</li> <li>• Educational and research institutions and organisations</li> <li>• Civil society organisations/ NGOs</li> <li>• National, local and regional authorities</li> <li>• Local and regional development agencies</li> </ul> </td> </tr> </table>	<p><b>Under the specific objective 2.1. Improving sustainable environmental planning and promotion of biodiversity</b></p>	<ul style="list-style-type: none"> <li>• Central, regional and local government units (ministries, municipalities, departments, agencies) with competencies/responsibilities in the eligible area for nature protection, water supply, wastewater and solid waste management</li> <li>• Civil society organizations</li> <li>• National Parks</li> <li>• Research, development and innovation (RDI) institutions</li> <li>• Agencies for local or regional development</li> <li>• Public utility companies controlled by government units</li> </ul>	<p><b>Under the specific objective 2.2. Improving the management system for emergency interventions</b></p>	<ul style="list-style-type: none"> <li>• Emergency services and organisations, including civil protection units</li> <li>• Educational and research institutions and organisations</li> <li>• Civil society organisations/ NGOs</li> <li>• National, local and regional authorities</li> <li>• Local and regional development agencies</li> </ul>
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3.	<p>Guidelines of 2nd Call for proposals Cross-border Programme Serbia- Bosnia and Herzegovina 2014- 2020 under the Instrument for Pre-accession Assistance (IPA II), Reference: EuropeAid/165834/ID/MULTI</p> <p>reports 3 Priorities and lists objectives only for 2 of them.</p> <p>My question is if it is possible to submit proposals for the 3rd Priority -Encouraging tourism and cultural and natural heritage.</p>	<p>Thematic priority 3, listed on the page 5 under section <b>1.2. Objectives of the programme and priority issues</b> of the GfA is not an option under this Call for proposals and it is not possible to submit proposals for this priority.</p> <p>In line with the section <b>1.2. Objectives of the programme and priority issues</b> of the GfA, applications submitted under this call for proposals will contribute to attaining specific objectives related to <b>Thematic Priority 1</b> (Specific Objective 1) and <b>Thematic Priority 2</b> (Specific Objective 1 and Specific Objective 2), as well as the corresponding results.</p> <p>The applications will compete with each other for the financial resources available within each specific objective separately.</p>		
4.	<p>Postavili bismo pitanje u vezi Drugog poziva za dostavljanje predloga projekata u okviru IPA Programa prekogranične saradnje Srbija-Bosna i Hercegovina 2014-2020.</p> <p>Da li su Nacionalni parkovi prihvatljivi (eligible) za SO 2.2: Improving the management system for emergency interventions, s obzirom da ovde nisu spomenuti, dok su u SO 2.1: Improving sustainable environmental planning and promotion of biodiversity spomenuti?</p> <p>Konkretno, u našem slučaju (Javno preduzeće "Nacionalni park Tara") statut preduzeća obavezuje sprovođenje zaštite od požara i drugih elementarnih nepogoda. Takođe, prema Uredbi o razvrstavanju objekata, delatnosti i zemljišta u kategorije ugroženosti od požara, Nacionalni parkovi sa površinom većom od 10,000 ha, svrstani su u I kategoriju ugroženosti (Zakon o zaštiti od požara - "Sl. glasnik RS", br. 111/2009, 20/2015, 87/2018 i 87/2018 - dr. zakoni).</p> <p><i>Unofficial translation</i></p> <p><i>We have a question regarding the 2<sup>nd</sup> CFP under the IPA Serbia-Bosnia and Herzegovina 2014-2020 Cross-border Cooperation Program:</i></p>	<p>In line with the Guidelines for Applicants, <b>section 2.2.4. Further information about the applications</b>, in order to ensure equal treatment of applicants, the contracting authority cannot give a prior opinion on the eligibility of lead applicants, co-applicants, affiliated entity (ies), an action or specific activities.</p> <p>Please see the following information under the section <b>2.1.1. Eligibility of applicants (i.e. lead applicant and co-applicant(s))</b> of the GfA:</p> <p>“Lead applicant</p> <p>(1) In order to be eligible for a grant, the lead applicant must:</p> <p>...</p> <ul style="list-style-type: none"> <li>• be a specific type of institution or organisation such as:</li> </ul> <table border="1" data-bbox="829 1381 1446 1768"> <tr> <td data-bbox="829 1381 1446 1514"> <p><b>Under the specific objective 2.2. Improving the management system for emergency interventions</b></p> </td> </tr> <tr> <td data-bbox="829 1514 1446 1768"> <ul style="list-style-type: none"> <li>• Emergency services and organisations, including civil protection units</li> <li>• Educational and research institutions and organisations</li> <li>• Civil society organisations/ NGOs</li> </ul> </td> </tr> </table>	<p><b>Under the specific objective 2.2. Improving the management system for emergency interventions</b></p>	<ul style="list-style-type: none"> <li>• Emergency services and organisations, including civil protection units</li> <li>• Educational and research institutions and organisations</li> <li>• Civil society organisations/ NGOs</li> </ul>
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	<p><i>Are national Parks eligible for SO 2.2: Improving the management system for emergency interventions, since they are not mentioned under this SO, but they are mentioned under SO 2.1: Improving sustainable environmental planning and promotion of biodiversity?</i></p> <p><i>In particular, in our case (Public Company "Tara National Park") the company's statute obliges the implementation of fire protection and other natural disasters. Also, according to the Decree on the classification of objects, activities and land into categories of fire risk, National parks with an area of more than 10,000 hectares are classified into category I of danger (Law on Fire Protection - "Official Gazette of RS", No. 111 / 2009, 20/2015, 87/2018 and 87/2018 - other laws).</i></p>	<ul style="list-style-type: none"> <li>• National, local and regional authorities</li> <li>• Local and regional development agencies</li> </ul> <p>National parks are not as this category included under the specific objective 2.2. Improving the management system for emergency interventions.</p>
5.	<p>From 2nd Call for Proposals Cross-border Programme Serbia - Bosnia and Herzegovina 2014-2020 under the Instrument of Pre-accession Assistance (IPA II), we can't directly see whether Lead applicant from Serbia, national professional organization of the Republic of Serbia which is registered in Belgrade, can apply to this call?</p> <p>The project objectives would be achieved in the program area defined by this call. Also, all planned activities will be implemented in the defined program area, which will provide direct benefit to our end users and our members in this area.</p>	<p>According to the Section 2.1.1 Eligibility of applicants (i.e. lead applicant and co-applicant(s)) of the GfA:</p> <p><b>“At least one legal entity in the partnership (being the lead applicant or the co-applicant) must be effectively established or have an office in the programme eligible area of each participating country.”</b></p> <p>This means that at least one legal entity in the partnership (either lead applicant or co-applicant) has to be effectively established or have office in eligible areas of Bosnia and Herzegovina and at least one legal entity in the partnership (either lead applicant or co applicant) has to be effectively established or have office in eligible area of Serbia.</p>

<p>6.</p>	<p>Imam nekoliko pitanja u vezi sa konkursom za IPA SR BIH projekte:</p> <p><b>A.</b> Da li automobil može da bude oprema koja se nabavlja?</p> <p><b>B.</b> Da li prilikom pisanja projekta, odnosno popunjavanja Aneksa A mogu da se koriste i tabele, grafikoni i slike (šeme, grafički prikazi) zajedno sa tekstem? Neke stvari je jednostavnije i preglednije prikazati grafički ili tabelarno.</p> <p><b>C.</b> Za neke poslove bi smo hteli da angažujemo nekoliko nevladinih organizacija (npr. gljivarska društva) pa nas interesuje kako je najbolje da ih navedemo u projektu, kao affiliated entities, associates ili contractors?</p> <p><i>Unofficial translation</i></p> <p><i>I have some questions regarding the CfP for IPA SR BIH projects:</i></p> <p><b>A.</b> <i>Can a car be equipment purchased within the project?</i></p> <p><b>B.</b> <i>Can tables, graphs and figures (diagrams, graphs) be used together with the text when writing project proposal, ie completing Annex A? Some</i></p>	<p><b>A.</b> Please see the following information under the Section <b>2.1.5</b> of the GfA:</p> <p><u>Eligible direct costs</u></p> <p>To be eligible under this 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).</p> <p>According to the Article 14.2. of the general conditions to the standard grant contract, following is related to the types of eligible costs under this CfP:</p> <p><i>“c) purchase costs for equipment (new or used) and supplies specifically dedicated to the purposes of the action, provided that ownership is transferred at the end of the action when required in Article 7.5.”</i></p> <p><b>B.</b> Yes, tables, charts and photos can be used when drafting project proposals. Instructions for drafting concept notes and full application are provided in Annex A- Application form, please follow them.</p> <p><b>C.</b> In line with the Guidelines for Applicants, section 2.2.4. Further information about the applications, in order to ensure equal treatment of applicants, the contracting authority cannot give a prior opinion on the eligibility of lead applicants, co-applicants, affiliated entity (ies), an action or specific activities.</p> <p>Please see relevant information under sections 2.1.2. Affiliated entities and 2.1.3. Associates and contractors of the GfA.</p>
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	<p><i>things can be shown much easier with diagrams and tables.</i></p> <p><b>C.</b> <i>For some activities we would like to hire several NGOs (eg associations for mushroom collecting), so we are interested what is the best way to mention them in the project proposal, as affiliated entities, associates or contractors?</i></p>	
7.	<p>I have two questions related to the project proposal Cross-border Programme Serbia-Bosnia and Herzegovina 2014- 2020, specifically in the area of Enhancing the employability of the labour force, and increasing the employment opportunities:</p> <p><b>A.</b> Is participation of project beneficiaries allowed? eg Each beneficiary would have a share of 15% of the donation value, and this amount would ultimately be used to support more beneficiaries;</p> <p><b>B.</b> What is the maximum gross salary for project implementers?</p>	<p><b>A.</b> Please refer to the section <b>2.1.1 Eligibility of applicants (i.e. lead applicant and co-applicant(s))</b> of the GfA:  <i>“The lead applicant must act with at least one co-applicant as specified hereafter. (...) The maximum number of co-applicants that could be involved in the action is 3. However, CBC partners must carefully bear in mind the most appropriate conditions to ensure an intra-project efficient coordination when deciding on this. The number of partners and the composition of the partnership should be coherent with the envisaged objectives and activities of the action (see Section 2.1.4 below).”</i></p> <p><b>B.</b> In line with the Article 14.2. of the general conditions to the standard grant contract (Documents for information)  <i>“a) the cost of staff assigned to the action, corresponding to actual gross salaries including social security charges and other remuneration-related costs (excluding performance-based bonuses); <u>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;</u>”</i></p> <p>Additionally, please see the following information under section <b>2.1.5. Eligibility of costs: costs that can be included:</b>  “NOTE: The total costs for Human Resources (Budget Heading 1) and Local Office (Budget Heading 4) must not exceed the 30% of the total eligible costs.</p>

		<p>Salary costs of the personnel of national, regional or local administrations, as well as those of other publicly owned or controlled institutions or enterprises, may be eligible to the extent that they relate to the cost of activities which the relevant public authority would not carry out if the action or operation were not undertaken.</p> <p>This personnel shall not receive for the engagement in the project activities any other remuneration than their standard, regular salaries in their respective institutions.</p> <p>The total sum of the salaries of this personnel shall not exceed the amount of co-financing provided by the applicant, co-applicant(s) and affiliated entity(ies).</p> <p>Prior to the signature of a grant contract, the contracting authority may require from the relevant beneficiaries the appointment of these staffers by their authorised representative in writing (indicating their names, project function and gross salaries).</p> <p>Please note that all of the above explanatory text does not apply to professional staff recruited by the national, regional or local administrations, as well as other publicly owned or controlled institutions or enterprises, for the sole purpose of managing this project resulting from the grant award.</p> <p>Potential applicants are also reminded that assessment of the operational capacities will be focused on in-house expertise, which is reflected in assessment grids.”</p>
8.	<p><b>A.</b> Molim Vas da nas informisete da li univerziteti mogu da budu lead applicant-i ili co-applicant-i u okviru mere 2.1. Prema objavljenom Guidelines dokumentu za 2. Poziv, univerziteti nisu navedeni u spisku eligible ucesnika za meru 2.1, dok za mere 1.1 i 2.2 jasno stoji da mogu i Educational and research institutions and organisations.</p>	<p><b>A.</b> In line with the Guidelines for Applicants, section <b>2.2.4. Further information about the applications</b>, in order to ensure equal treatment of applicants, the contracting authority cannot give a prior opinion on the eligibility of lead applicants, co-applicants, affiliated entity (ies), an action or specific activities.</p> <p>Please see the following information under the Section <b>2.1.1. Eligibility of applicants (i.e. lead applicant and co-applicant(s)) of the GfA:</b></p> <p>“Lead applicant</p>



<p><b>B.</b> Takodje, da li je registracija u PADOR-u obavezna za lead applicant-a i ostale ucesnike u fazi prijave Projekta.</p> <p><i>Unofficial translation</i></p> <p><b>A.</b> Please inform us if universities can be lead applicants or co-applicants under measure 2.1. According to the published Guidelines document for the 2nd Call, universities are not listed in the eligible list for measure 2.1, while measures 1.1 and 2.2 make it clear that Educational and research institutions and organizations can do the same.</p> <p><b>B.</b> Also, is registration in PADOR mandatory for lead applicants and other participants in the project application phase.</p>	<p>(1) In order to be eligible for a grant, <b><u>the lead applicant must:</u></b></p> <p>...</p> <ul style="list-style-type: none"> <li>• be a specific type of institution or organisation such as:</li> </ul> <table border="1" data-bbox="831 411 1446 1686"> <tr> <td data-bbox="831 411 1446 533"> <p>Under the <b>specific objective 1.1. Enhancing the employability of the labour force, and increasing the employment opportunities</b></p> </td> </tr> <tr> <td data-bbox="831 533 1446 1129"> <ul style="list-style-type: none"> <li>• Employment services</li> <li>• Educational and research institutions and organisations</li> <li>• Chambers of commerce and crafts, associations of enterprises, clusters</li> <li>• Trade unions</li> <li>• Civil society organisations/NGOs</li> <li>• National, local and regional authorities</li> <li>• Local and regional development agencies</li> <li>• Organisations providing business support environment</li> </ul> </td> </tr> <tr> <td data-bbox="831 1129 1446 1220"> <p><b>Under the specific objective 2.1. Improving sustainable environmental planning and promotion of biodiversity</b></p> </td> </tr> <tr> <td data-bbox="831 1220 1446 1686"> <ul style="list-style-type: none"> <li>• Central, regional and local government units (ministries, municipalities, departments, agencies) with competencies/responsibilities in the eligible area for nature protection, water supply, wastewater and solid waste management</li> <li>• Civil society organizations</li> <li>• National Parks</li> <li>• Research, development and innovation (RDI) institutions</li> <li>• Agencies for local or regional development</li> <li>• Public utility companies controlled by government units</li> </ul> </td> </tr> </table> <p><b>Under the specific objective 2.2. Improving the management system for emergency interventions</b></p>	<p>Under the <b>specific objective 1.1. Enhancing the employability of the labour force, and increasing the employment opportunities</b></p>	<ul style="list-style-type: none"> <li>• Employment services</li> <li>• Educational and research institutions and organisations</li> <li>• Chambers of commerce and crafts, associations of enterprises, clusters</li> <li>• Trade unions</li> <li>• Civil society organisations/NGOs</li> <li>• National, local and regional authorities</li> <li>• Local and regional development agencies</li> <li>• Organisations providing business support environment</li> </ul>	<p><b>Under the specific objective 2.1. Improving sustainable environmental planning and promotion of biodiversity</b></p>	<ul style="list-style-type: none"> <li>• Central, regional and local government units (ministries, municipalities, departments, agencies) with competencies/responsibilities in the eligible area for nature protection, water supply, wastewater and solid waste management</li> <li>• Civil society organizations</li> <li>• National Parks</li> <li>• Research, development and innovation (RDI) institutions</li> <li>• Agencies for local or regional development</li> <li>• Public utility companies controlled by government units</li> </ul>
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<ul style="list-style-type: none"> <li>• Central, regional and local government units (ministries, municipalities, departments, agencies) with competencies/responsibilities in the eligible area for nature protection, water supply, wastewater and solid waste management</li> <li>• Civil society organizations</li> <li>• National Parks</li> <li>• Research, development and innovation (RDI) institutions</li> <li>• Agencies for local or regional development</li> <li>• Public utility companies controlled by government units</li> </ul>					

		<ul style="list-style-type: none"> <li>• Emergency services and organisations, including civil protection units</li> <li>• Educational and research institutions and organisations</li> <li>• Civil society organisations/ NGOs</li> <li>• National, local and regional authorities</li> <li>• Local and regional development agencies</li> </ul> <p>Universities are not as this category listed as eligible under the specific objective 2.1.</p> <p><b>B.</b> Registration in PADOR is not mandatory under this call for proposals. According to the GfA, Section 2.2 How to apply and procedures to follow, “information in PADOR will not be drawn upon in the present call”.</p> <p>However, with the application the lead applicant also has to submit completed organisation data forms (Annex F) for the lead applicant, each (if any) co-applicants and each (if any) affiliated entities.</p>
9.	<p>With regards to the Grant application form for the 2nd Call for Proposals under Cross-border Programme Serbia- Bosnia and Herzegovina 2014- 2020 under the Instrument for Pre-accession Assistance (IPA II), allocations for 2016 , 2017 and 2018 (Reference: EuropeAid/165834/ID/MULTI), we would like to draw your attention to the following:</p> <p>a) In the Checklist for the Concept Note, under point 8 it is stated that the maximum allowed duration of the action is 18 months;</p> <p>b) In the Checklist for the Full Application Form, under point 13 (as well as in the Guidelines for grant applicants), it is stated that the maximum allowed duration of the action is 24 months.</p> <p>We kindly ask you to confirm whether 18 months max. duration of the action listed in the Checklist for the Concept Note is a typing mistake and whether it can be replaced with 24 months max. duration.</p>	<p>Maximum duration of the action is 24 months, as stated under section <b>2.1.4. Eligible actions: actions for which an application may be made of the Guidelines for Applicants, <u>Duration.</u></b></p> <p>Duration indicated in the Checklist for the Concept Note, under point 8 is a typing mistake and it can be replaced with the correct duration of 24 months.</p>

10.	<p>Please, find bellow some questions regarding IPA CBC SER-BIH, 2nd Call:</p> <p>Is it necessary to predict expenses for the financial audit?</p>	<p>Yes, costs for expenditure verification (audit) have to be included in the budget.</p> <p>Please refer to the following information under section 2.1.5. Eligibility of costs: costs that can be included of the GfA:</p> <p><u>“Eligible direct costs</u></p> <p><i>Applicants are reminded that in contracts where the EU grant exceeds €100,000 they must include in the budget the cost of an audit or expenditure verification carried out by an independent auditor before submitting the final financial report of the action. All grant contract requiring such an audit or expenditure verification will have the Annex G.VII referred in the list of annexes.”</i></p>
11.	<p>Are salaries of employees working in local-self-government units and public communal enterprises eligible expense and if yes, in what percentage?</p>	<p>According to the section <b>2.1.5 Eligibility of costs: costs that can be included</b> of the GfA:</p> <p>“ Eligible direct costs</p> <p>Salary costs of the personnel of national, regional or local administrations, as well as those of other publicly owned or controlled institutions or enterprises, may be eligible to the extent that they relate to the cost of activities which the relevant public authority would not carry out if the action or operation were not undertaken .</p> <p>This personnel shall not receive for the engagement in the project activities any other remuneration than their standard, regular salaries in their respective institutions.</p> <p>The total sum of the salaries of this personnel shall not exceed the amount of co-financing provided by the applicant, co-applicant(s) and affiliated entity(ies).</p> <p>NOTE: The total costs for Human Resources (Budget Heading 1) and Local Office (Budget Heading 4) must not exceed te 30% of the total eligible costs.”</p>

12.	In case of more than one partner per side (for Example Serbian side) is it allowed for one partner to carry co-financing per side, or each individual partner has to co-finance its share?	The terms for the sharing of the co-financing are to be agreed between project partners (applicants).
13.	Is the project co-financing possible only through salaries or it can be financed through other project activities as well?	Co-financing can be expressed for all eligible costs, defined under section <b>2.1.5. Eligibility of costs: costs that can be included</b> of the GfA. Additionally, to be eligible under this call for proposals, costs must comply with the provisions of Article 14 of the general conditions to the standard grant contract.
14.	In case of construction works, is it obligatory to submit the preliminary / main design and building permit when submitting the Application Form?	<p>When project proposal contains execution of works, supporting documents will have to be submitted by the provisionally selected applicants or placed on the reserve list.</p> <p>Please refer to the section <b>2.4. Submission of supporting documents for provisionally selected applications</b> of the GfA:</p> <p>“A lead applicant whose application has been provisionally selected or placed on the reserve list will be informed in writing by the contracting authority ....</p> <p>7. Please bear in mind when an operation contains the execution of works, the following supporting documents, will have to be submitted by the provisionally selected applicants or placed on the reserve list:</p> <ul style="list-style-type: none"> <li>a. Proof of ownership or long term lease (at least for 10 years after the signature of the contract) of the land/assets where the works are to be executed;</li> <li>b. Approved/certified detailed work design or otherwise a statement by the relevant national institution(s) confirming that the national legislation(s) do/does not require the design’s approval for this type of works;<sup>1</sup></li> <li>c. A positive decision on environmental impact assessment or otherwise a statement from the relevant public authority(ies) that the latter assessment(s) are/is not needed for the specific project activities;</li> <li>d. All necessary legal authorisations (e.g.: location</li> </ul>

<sup>1</sup> At any step of the evaluation process, Contracting Authority/Evaluation Committee may require additional documentation related to the execution of the Works which are in line with a Law on Planning and Construction of the Republic of Serbia or, in Bosnia and Herzegovina,, with legislation in the field of spatial planning and construction in the Republika Srpska, Federation of BiH, Brčko Districk BiH and 6 cantons (e.g. Preliminary design/Design for Construction permit/Construction design, Final designs, etc.

		<p>and construction permits);</p> <p>e. An indicative priced bill of quantities issued not earlier than 2 years prior to the deadline for submission of full applications – calculated in euro.”</p>
15.	<p>Is it necessary to provide pre-financing in the project?</p>	<p>According to the section <b>1.3. FINANCIAL ALLOCATION PROVIDED BY THE CONTRACTING AUTHORITY</b> of the GfA:</p> <p>Size of grants  “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"> <li>• Minimum percentage: 60 % of the total eligible costs of the action.</li> <li>• Maximum percentage: 85 % of the total eligible costs of the action (see also Section 2.1.5).</li> </ul> <p>The balance (i.e. the difference between the total cost of the action and the amount requested from the contracting authority) must be financed from sources other than the general budget of the Union.</p> <p>Therefore, applicants are requested to provide co-financing of the Action while the payment arrangements will be defined in accordance with Article 15 of Annex II depending on the chosen option set out in the Grant contract template once the Grant contract is signed.</p> <p>Also, please see the information under the Article 15 of the General Conditions applicable to Grant contracts and this programme, which defines the payment procedures:</p> <p><b>Payment procedures</b></p> <p>15.1. The contracting authority must pay the grant to the coordinator following one of the payment procedures below, as set out in Article 4 of the special conditions.</p> <p>....</p> <p>Option 2: Actions with an implementation period of more than 12 months and grant of more than EUR 100 000</p>

		<p>(i) an initial pre-financing payment of 100 % of the part of the estimated budget financed by the contracting authority for the first reporting period (excluding contingencies). The part of the budget financed by the contracting authority is calculated by applying the percentage set out in Article 3.2 of the special conditions;</p> <p>(ii) further pre-financing payments of 100 % of the part of the estimated budget financed by the contracting authority for the following reporting period (excluding not authorised contingencies):</p> <ul style="list-style-type: none"> <li>- the reporting period is intended as a twelve-month period unless otherwise provided for in the special conditions. When the remaining period to the end of the action is up to 18 months, the reporting period shall cover it entirely; <input type="checkbox"/> within 60 days following the end of the reporting period, the coordinator shall present an interim report or, if unable to do so, it shall inform the contracting authority of the reasons and provide a summary of progress of the action;</li> <li>- if at the end of the reporting period the part of the expenditure actually incurred which is financed by the contracting authority is less than 70 % of the previous payment (and 100 % of any previous payments), the further pre-financing payment shall be reduced by the amount corresponding to the difference between the 70 % of the previous prefinancing payment and the part of the expenditure actually incurred which is financed by the contracting authority;</li> <li>- the coordinator may submit a request for further pre-financing payment before the end of the reporting period, when the part of the expenditure actually incurred which is financed by the contracting authority is more than 70 % of the previous payment (and 100 % of any previous payments). In this case, the following reporting period starts anew from the end date of the period covered by this payment request;</li> <li>- in addition, for grants of more than EUR 5 000 000, a further prefinancing payment may be made only if the part financed by the contracting authority of the eligible costs approved is at least equal to the total amount of all the previous payments excluding the last one;</li> </ul>
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16.	<p>Ovim putem bismo zamolili za nekoliko odgovora vezanih za Drugi javni poziv za podnošenje projektnih predloga u okviru IPA Programa Srbija–Bosna i Hercegovina 2014-2020.</p> <p><b>A.</b> Da li glavni i ko-aplikanti prilikom podnošenja prijave trebaju dostaviti zasebno potpisanu Declaration on honour on exclusion criteria and selection criteria PRAG Annex A14 ili se dostavlja samo Declaration by the lead applicant a da se prvo navedeni dokument svakako popunjava, ali ne dostavlja uz aplikaciju?</p> <p><b>B.</b> Annex F – Organisation data form sadrži informaciju Lead applicants who are private bodies must provide: the financial report of the latest year, financing sources and the FIF. Možete li pojasniti koje sve vrste organizacija se podrazumijevaju pod Private bodies?</p> <p><i>Unofficial translation</i></p> <p><i>We would like to ask for some answers related to the 2nd Call for Proposals under IPA Serbia-Bosnia and Herzegovina 2014-2020.</i></p> <p><b>A.</b> <i>Do lead applicant and co-applicants have to submit signed Declaration on honour on exclusion criteria and selection criteria PRAG Annex A14 separately when submitting the application, or Declaration is submitted only by the lead applicant and that the above document is certainly completed but not submitted with the application?</i></p>	<p><b>A.</b> Lead applicants, co-applicants and affiliated entities have to submit signed Declaration on honour on exclusion criteria and selection criteria PRAG Annex A14 separately, when submitting the application.</p> <p>Please see the following information 2.1.1. Eligibility of applicants (i.e. lead applicant and co-applicant(s)):</p> <p>“(2) Potential applicants may not participate in calls for proposals or be awarded grants if they are in any of the situations listed in Section 2.6.10.1 of the practical guide;</p> <p>In this respect, lead applicants, co-applicants and affiliated entities are obliged to declare that they are not in one of the exclusion situations through a signed declaration on honour (PRAG Annex A14).”</p> <p><b>B.</b> Private law bodies are all entities, which have not been founded, are not owned, or managed by the national,</p>

	<p><b>B.</b> <i>Annex F - Organization data form contains information- Lead applicants who are private bodies must provide: the financial report of the most recent year, funding sources and the FIF. Could you clarify what types of organizations are considered as Private bodies?</i></p>	<p>regional or local authorities.</p>
<p>17.</p>	<p>Molim Vas za pojašnjenje sledećeg:</p> <p><b>A.</b> Da li svaki aplikant / co-aplikant (iz RS I BiH) radi poseban budžet</p> <p><b>B.</b> Ako se radi poseban budžet da li terba uraditi i zajednički pregled budžeta</p> <p><b>C.</b> Da li se limit od 100 000 eur vezano za potrebu revizije-audita odnosi na pojedinačnog partnera ili na ukupan iznos svih pojedinačnih budžeta?</p> <p><i>Unofficial translation</i></p> <p><i>Please clarify the following:</i></p> <p><b>A.</b> <i>Does each applicant / co-applicant (from RS and BiH) have to make a separate budget?</i></p> <p><b>B.</b> <i>If a separate budget is done, should a joint budget also be made?</i></p> <p><b>C.</b> <i>Does the limit of EUR 100,000 related to the need for audit apply to an individual partner or to the total amount of all individual budgets?</i></p>	<p><b>A.</b> The application must contain one joint budget, completed using published Annex B- Budget of the Action.</p> <p><b>B.</b> Please see the answer above (17a).</p> <p><b>C.</b> Limit of EUR 100,000 related to the need for audit applies to the budget in total. Applicants where the EU grant overall exceeds €100,000 they must include in the budget the cost of an audit or expenditure verification carried out by an independent auditor before submitting the final financial report of the action. Please see also the answer no. 10.</p>