



EUROPEAN UNION

EUROPEAN UNION OFFICE IN KOSOVO

Pristina, Sep 2022

Cross-border programme Kosovo* – North Macedonia under IPA II 2019 and 2020

EuropeAid/175008/DD/ACT/XK

Clarification points raised during the information sessions

GENERAL REMARK: According to the provisions made in the Section 2.2.4 of the Guidelines for 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 proposed under the grant scheme referred. Therefore, all the clarifications provided below regard general aspects brought into discussion and applicable to more potential applicants, and not strictly applicable to a specific lead applicant, co-applicant, affiliated entity, action or activity.

Questions raised during the information session held in Gjilan, Kosovo on 16 Aug 2022

Question 1:

Are Public Enterprises for water and waste collection eligible applicants in this call for proposals?

Answer 1:

Section 2.1.1 Eligibility of applicants (i.e., lead applicant and co-applicant(s)) of Guidelines for grant applicants regards:

Lead applicant

(1) In order to be eligible for a grant, the lead applicant must:

- be a legal person, and
- be non-profit-making, **and**
- be effectively established in either Kosovo or North Macedonia **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**
- be one of the following institutions or organisations:
 - Local authorities (municipalities);
 - National and regional centres for disaster management, national parks and monitoring and other public organisations for nature protection
 - Formal and public education and training institutions (e.g. primary schools, VET schools, Universities, etc.) including research, development and innovation centres. In absence of statuses of legal person, the formal education and training institutions can apply through their respective local authority/municipality
 - Centres for development of planning regions (in North Macedonia);
 - Public central and local cultural institutions such as museums, libraries, institutions for protection of cultural heritage, etc.
 - Public enterprises as well as emergency services, such as fire/emergency services.

Therefore, as you can see from the above list public enterprises are eligible applicants under this call for proposals, if all other eligibility requirements are met.

Question 2:

Can regional public enterprises with main offices in cities outside the regional eligible area and local (branch) offices in eligible area apply for this call for proposals?

Answer 2:

In line with Section 2.1.1 Eligibility of applicants (i.e., lead applicant and co-applicant(s)), in order to be eligible for this call for proposals applicants need to be effectively established in either Kosovo or North Macedonia.

However, actions or operations must have as final beneficiaries the population of the programme area. They must take place in one or more of the territorial units as specified in the Guidelines for grant applicants under section 2.1.4. Eligible actions: actions for which an application may be made – Location.

Therefore, in line with the above there is no such requirement that the address of applicant is in the eligible area as long as applicant is established in either Kosovo or North Macedonia, but actions should take place in the eligible area.

Question 3:

Reconsider to include the sub-granting as a component in the project.

Answer 3:

We will re-consider this for the future call for proposals.

Question 4:

Can organizations established in Pristina apply in this call? Are they eligible to be lead applicants?

Answer 4:

Please see Answer 2 above.

Question 5:

Is it mandatory to have two public institutions in both of the countries?

Answer 5:

If Lead applicant satisfies eligibility requirement as outlined in Section 2.1.1 of Guidelines for grant applicants, other co-applicant(s) must satisfy the eligibility criteria as applicable to the lead applicant himself, with the exemption that non-governmental organisations may also be co-applicants.

Question 6:

While applying for this grant should we take into consideration the procurement legislation of the Country or the EU regarding procurement: PRAG or National law on procurement?

Answer 6:

Applicants that will become grant beneficiaries under this call for proposals will use only PRAG rules and procedures (version Dec 2021) during the implementation of their action (please see section HIGHLY IMPORTANT INSTRUCTIONS, page 7 of Guidelines for grant applicants).

Question 7:

Are bank fees eligible? To what percentage?

Answer 7:

Under Section 2.1.5. Eligibility of costs: costs that can be included (page 18), among other costs you will find as well list of ineligible costs. Bank fees charges are not listed in this list, which makes them eligible costs, as long as they comply with the relevant articles of Annex II General Conditions. There is no percentage indicated in the call package and during preparation of your application, you should take into account instructions regarding percentages indicated in the HIGHLY IMPORTANT INSTRUCTIONS, page 7 of Guidelines for grant applicants.

Question 8:

Is there any published document compiling lessons learnt from previous CBC projects?

Answer 8:

No, there is no such a public document.

Questions raised during the information session held in Skopje, North Macedonia on 18 Aug 2022

Question 1:

Are there any instructions on what financial capacities should the Institution have? To what amount of funds, the municipalities need to have previous projects?

Answer 1:

Financial capacities of applicant(s) are evaluated during the STEP 2 – Evaluation of Full Applications. During this step the evaluation committee will evaluate the applicant(s)'s and affiliated entity(ies)'s operational capacity and the lead applicant's financial capacity and are used to verify that they:

- have stable and sufficient sources of finance to maintain their activity throughout the proposed action and, where appropriate, to participate in its funding (this only applies to lead applicants);
- have the management capacity, professional competencies and qualifications required to successfully complete the proposed action. This applies to applicants and any affiliated entity(ies).

Therefore, it is of utmost importance that during preparation of your applications you consult evaluation grids, based on which applications will be evaluated. Lead applicants should present prove of stable sources of finance (through financial reports uploaded in PADOR), as well as all applicants should prove that they have implemented previous projects of similar size and complexity as the financial allocations for this call (as required in the Annex A2. Application form Full Application, Section 2.2 Lead applicant's experience and Section 2.3 Co-applicant(s)'s experience).

Question 2:

Do NGOs have to be specialized in the field of the Thematic Priority they are applying, knowing that the NGOs apply and work in many fields?

Answer 2:

Please see Answer No. 1 above, under 'Questions raised during the information session held in Skopje, North Macedonia on 18 Aug 2022'.

Question 3:

Can Public Enterprises with main offices outside of the eligible area and with local offices in the eligible area apply for this call for proposals?

Answer 3:

Please see Answer 2 above, under ‘Questions raised during the information session held in Gjilan, Kosovo on 16 Aug 2022’

Question 4:

If the Public Enterprise is established by a municipality, can they apply? Can we apply for a waste water treatment plan?

Answer 4:

As long as applicant(s) comply with eligibility requirement of Section 2.1.1 Eligibility of applicants (i.e., lead applicant and co-applicant(s)) of Guidelines for grant applicants, they can apply under this call for proposals regardless of who has established them.

Question 5:

What are the minimum and maximum funded by the EU?

Answer 5:

In line with Section 1.3. FINANCIAL ALLOCATION PROVIDED BY THE CONTRACTING AUTHORITY - Size of grants, any grant requested under this call for proposals must fall between the following minimum and maximum amounts:

- Minimum amount: EUR 500,000.00;
- Maximum amount: EUR 700,000.00;

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: 60% 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)

Question 6:

Which is the maximum for travel cost? Can travel cost included in some other budget lines, such as ‘research’?

Answer 6:

Please see section HIGHLY IMPORTANT INSTRUCTIONS (page 7) of the Guidelines for grant applicants, and as you can see maximum 10% of eligible cost may be dedicated for workshops and travel and other activities.

Contracting authority cannot give a prior opinion on how and where you will include those travel costs but they should be clearly indicated and properly justified the need. This will be requested for applicants that will pass Step 1 – Concept Note evaluation and those invited to submit Full Application part of which is Budget of the Action.

Question 7:

The 30% staff cost included in the Guidelines is just for staff cost or it includes also indirect cost?

Answer 7:

Maximum 30% of eligible costs may be dedicated to human resources including design activities. Indirect costs are calculated as percentage (max 7%) and are presented separately in the Annex B – Budget of the action under point 8. Indirect costs.

Question 8:

Are waste water treatment activities eligible for this call for proposals?

Answer 8:

Contracting authority cannot give prior opinion on the eligibility of an action. Kindly check Section 2.1.4. Eligible actions: actions for which an application may be made.

Question 9:

What means the expression of ‘no mirroring’ included in the presentation done?

Answer 9:

Proposals should be designed based on needs of the target localities and do not need to mirror each-other, as an example they can be different activities for each country BUT should be under the same thematic priority.

Question 10:

Can one phase of a bigger project be eligible for this Call for Proposals?

Answer 10:

It is very important that applicants submit a proposal with specific results measurable along the implementation period.

Question 11:

Are United Nations agencies eligible for this call for proposals?

Answer 11:

Please see Answer 1 above, under ‘Questions raised during the information session held in Gjilan, Kosovo on 16 Aug 2022’.

No, UN agencies are not eligible as they are International Organizations.
