

Subject: Invitation to submit proposals – Call for proposals No ECHO/SUB/2014/

Ref.: Legal acts: Council Decision 1313/2013/EU of 17/12/2013 and Work Programme C(2014)1195 of 28/02/2014

Title: Union Civil Protection Mechanism Exercises

Questions and Answers to the Call for proposals

Date	Question	Answer
16/06/2014	Should the national authority sign an individual A8 form for each of their national partners?	A8 form has to be signed by the national civil protection authorities in order for the Commission to have a written confirmation that they are informed about the exercise. Please see page 41 in the Grant Application guide.
13/06/2014	Define difference between Travel unit costs and Travel costs. Will travel cost include plane tickets and other cost of traveling to and from the event?	Travel cost is the total cost of travel; no. of people traveling*unit travel cost. Travel cost covers the cost of getting to a destination point and return. The other costs related to travel, e.g. taxi is covered by subsistence costs. Under the following link: http://ec.europa.eu/echo/funding/opportunities/calls/2014_call_CP_Mechanism_Exercises_en.htm in the Grant application guide for Exercises, page 47, you will find explanations concerning the travel and subsistence costs and other useful information.
13/06/2014	On page 11 of the Grant application guide exercises is stated that "The exercise duration is a minimum of two days and two nights" Would this mean that the exercise/scenario should	It is correctly observed that the exercise has to last for two days and two nights, in which the hot wash-up may be included. Normally, the exercise during night time is adjusted to a minimum, but may not stop completely.

	cover 48 hours in one go as a minimum?	
11/06/2014	<p>Involvement of observers - (referred to on page 11 of the Application Guide) where is stated that one observer of each Participating State and one observer from eligible third countries have to be involved.</p> <p>Should this be read as: one observer from each of the 28 Member States + Iceland and Norway, and one from one of the enlargement countries/Eastern Neighbourhood Countries/Southern Neighbourhood Countries?</p>	<p>There is an obligation to invite one observer from each of the participating states which includes EU 28, Norway and Iceland. Additionally, you have to invite one observer from each of the candidate countries (Turkey, Montenegro, Kosovo, Albania, Bosnia and Herzegovina, Serbia and FYROM) and one observer from each country under the neighbourhood policy east (Georgia, Armenia, Azerbaijan, Moldova, Belorussia and Ukraine) and one observer from each of the countries under the neighbourhood policy south (Morocco, Algeria, Tunisia, Libya, Egypt, Israel, Lebanon, Jordan and Palestine). Syria is suspended and shall not be invited.</p>
11/06/2014	<p>1. It is possible to submit a project that includes all 3 types of eligible activities / exercises? (actually, in a longer project, to build up - phase by phase - the</p>	<p>As a general rule, it is up to the organizer and its partners to organize the project which, to the maximum possible, meets the requirements of the European Commission as indicated in the Grant Application Guide.</p> <p>1. You may submit a project with all three types of exercise, which is referred to as a building block approach. That would also be considered a strength for</p>

	<p>response capacity of the partners ?)</p> <p>2. It is possible to have (before a FSX exercise) several small scale preparation activities for the locally involved teams? (to be fully prepared for the FSX)</p> <p>3. The project partners (those that are not from the Host State - disaster affected state), should be those international intervention teams that are registered in CECIS and deployed in the target country? Or it could be for example the Emergency Inspectorates (or equivalent state institutions) from partner countries, which will have its own, or have partner intervention team that will be deployed? It should be specified in the project the identity of the assistance / intervention international team?</p>	<p>your project.</p> <ol style="list-style-type: none"> 2. You may have as many preparatory actions you deem necessary for the project, but it must be within the framework of the project and within the maximum budget. 3. An exercise can only be eligible for funding by the European Commission if all the minimum requirements have been met. One of them is that in an FSX, operational teams must be deployed from at least two countries other than the coordinating beneficiary. Please consult Part II in the Grant Application Guide. By the time of the submission of the application, it is needed to have commitments from a minimum number of partners in order to guarantee this participation. 4. An invitation to nominate experts for the EUCPT will be sent to all the participating states, and the selection will be done by the Commission in cooperation by the coordinating beneficiary. 5. The respective countries decide by themselves who to send as observers, and the invitation will be sent by the European Commission. There must be sent invitations to each of the following countries: All participating States, Candidate Countries and countries under the European Neighbourhood Policy have the right to send one observer to the exercise paid by the exercise budget. <p>Participating States: EU 28 + Norway and Iceland Candidate countries: Turkey, Montenegro, Kosovo, Albania, Bosnia and Herzegovina, Serbia and FYROM Countries under the neighbourhood policy east: Georgia, Armenia, Azerbaijan, Moldova, Belorussia and Ukraine Countries under the neighbourhood policy south: Morocco, Algeria, Tunisia, Libya, Egypt, Israel, Lebanon, Jordan and Palestine. (Syria is suspended and shall not be invited.)</p>
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20/05/2014	<p>Could you please let me know what the conditions/requirements for proposal are and whether regional entities could prepare a project proposal together with its European partners?</p>	<p>The grant application guide provides detailed information on the preparation of a proposal.</p> <p>The call does not exclude proposals from regional entities as long as the proposal fulfils all the requirements outlined in the grant application guide.</p>
15/05/2014	<p>On form T2 we should list all tasks (suggested maximum of 10). Please can you advise on how to break down the work into tasks?</p>	<p>According to the guide, the maximum number of tasks may not exceed 10. It should however be noted that the tasks can be broken down to actions. It is not common to define planning conferences as a task.</p> <p>The guide mentions two compulsory tasks which are publicity on the one hand and management and reporting on the other. The others may be selected according to how you want to run your project. What is important is that proposals honour the evaluation criteria as the guide states on page 13.</p>
15/05/2014	<p>In the guide p. 10 it is said</p>	<p>As you correctly point out, and as outlined in the WP 2014, the international</p>

	<p>that "The international dimension of the exercise is ensured by the participation of at least three different countries, as outlined in the WP for 2014". Does it apply for coordinator and beneficiaries (partner organisations)?</p> <p>What about the project in which Coordinator and beneficiaries (partner organisations) come from one county and other participants not being beneficiaries come from other two different Participating States. Will this project be eligible?</p> <p>If yes, is it enough that other participants not being beneficiaries fill in A8 form only? Are there any other documents confirming their participation which should be attached to the application?</p>	<p>dimension of the exercise is ensured by the participation of at least three different countries. This is to be understood that there must be at least three different countries participating in the exercise as exercise players. The exercise participants will be the coordinating beneficiary and at least two partners in the project.</p> <p>You may choose to have partners from the same country as the coordinating beneficiary, but at least two partners must be from two other countries.</p> <p>The competent national civil protection authorities of the coordinating beneficiary and all countries participating in the exercise by deploying intervention resources in the field must fill in form A 8. A3 must be filled in by all partners in in the project.</p> <p>There are no other documents than the above mentioned that are necessary to confirm the participation of a partner and the involvement of the competent national civil protection authorities in the project.</p>
15/05/2014	1. Could you please	1. According to the pp. 14 and 15 of the Grant Application Guide for the Union

	<p>provide the list of the eligible third countries?</p> <p>2. What is the level of external budget composition? What is the ratio for external budget of the total cost? How the external budget will be covered? Does it require to collect the fund from applicants own fund or match funding?</p>	<p>Civil Protection Mechanism Exercises, the 'eligible third countries' for projects under the external budget items are the following countries:</p> <ul style="list-style-type: none"> – The enlargement countries which are not yet participating states to the Mechanism: Albania, Bosnia and Herzegovina, the Former Yugoslav Republic of Macedonia, Kosovo, Montenegro, Serbia and Turkey; – Eastern Neighbourhood countries: Armenia, Azerbaijan, Belarus, Georgia, Moldova and Ukraine; – Southern Neighbourhood countries: Algeria, Egypt, Israel, Jordan, Lebanon, Libya, Morocco, Palestine and Tunisia. <p>2. According to the pp. 8, 28 of the Grant Application Guide for the Union Civil Protection Mechanism Exercises (and in line with the Work Programme), there are in total EUR 2 000 000 foreseen for exercises under the external budget item. Per project, the EU contribution is limited to a maximum of EUR 1 000 000. Also, the maximum EU co-funding rate is up to 85 % of the total eligible cost of the project (note that the 85 % of total eligible cost cannot exceed EUR 1 000 000). At least 15 % of the total eligible project cost must be financed by other sources (own sources of funding, other possible local, national or international private and public co-financing).</p>
5/05/2014	<p>Do I have to attach to the application a copy of the resolution, law decree or decision establishing the entity in question; or, failing that, any other official document attesting the establishment of the entity by the national authorities</p>	<p>In order to be able to provide a comprehensive answer, it would be helpful to know and we should check with the applicant (1) what the status of the applicant is currently and (2) when will it foreseeably be fully registered?</p> <p>But in any case, indeed an entity which is not (yet) registered as a legal entity cannot provide ECHO with the required documents concerning legal registration. However, it is important to emphasize that the documents are merely a 'tool', which enables ECHO to evaluate whether the entity complies with the basic eligibility criteria, so as to be able to benefit from Union funding. Thus, one of the main eligibility criteria (pursuant to Article 24 of the Decision 1313/2013 listed below</p>

	<p>FOR THE BENEFICIARY/Partner NOT YET REGISTERED as a Legal Entity?</p>	<p>and in line with the Application Guide, Chapter 8.1) is that the entity is a legal person established in one of the eligible countries (depending on the applicable budget).</p> <p>Therefore, in order to be eligible for Union funding under the Exercises call for proposals, the entity needs to comply with this criteria and it shall demonstrate this compliance with the provision of the required documents.</p> <p>-----</p> <p><u>Article 24 of Decision 1313/2013</u></p> <p><i>Beneficiaries</i></p> <p>Grants awarded under this Decision may be awarded to legal persons, whether governed by private or public law.</p> <p><u>Chapter 8.1 Eligible applicants</u></p> <p>In order to be eligible for a grant, applicants must:</p> <ul style="list-style-type: none"> (1) Be legal persons. (2) Belong to one of the following categories: private entities, public entities, or international organisations as defined by Article 43 of the Financial Regulation. (4) Be established in one of the 28 EU Member States and the three EFTA/EEA countries (Iceland, Liechtenstein and Norway). (5) for projects under the External budget item, be established in eligible third countries which are: <ul style="list-style-type: none"> – The enlargement countries which are not yet participating states to
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