

Q & A

(LAST UPDATE: 18.05.2009)

Is it obligatory for a Private company to have partners from the public sector?

No, partnership with public sector bodies is not obligatory, private companies can submit proposals in cooperation with a Prefecture of their country.

Would experts from Non-MS in the Balkans who join in an expert training (focussing on capacities and assessment needs for this respective tool) be eligible)?

Generally, only Croatia is currently a full member of Civil Protection Mechanism and therefore eligible to take part in all activities. Other Balkan countries are not eligible for the moment. You can invite experts from these countries to participate in project events such as conferences, workshops etc. and reimburse their typically travel costs. However, the participation of such experts must be justified since the funding programme is mainly targeted at EU countries (plus Iceland, Norway, Lichtenstein and Croatia). A large scale training focused on personnel from other countries would probably not be considered eligible.

Is the signature on Form 8 for Objective 2: 4.1 Informing the National Central Civil Protection Authority obligatory?

No, the Form A8 with the signature of the National Central CP Authority is not compulsory, but a written letter to the National Authority informing them about your project and DHL proof is required.

The co-financing rate can only mean fiscal money or it can be replaced with work or any other non money based material "in kind"?

In principle, co-financing can be provided by working time of own personnel (which has a cost=salary payment that can be established precisely) budgeted under "personnel". However, please be aware of the rules for public servants (p.34 grant application guide of 2009 call Prevention & Preparedness). Since only costs actually incurred are eligible, typical "in-kind" costs such as use of material, premises etc. cannot be considered as co-financing.

Who can apply? Who can be the candidate: any of the stakeholders or NGOs, or only NGOs?

Usually calls for proposals under civil Protection financial instrument are open to any legal person (public or private). Examples of applicants who can submit a proposal – as long as no profit is generated by the project – include public-sector bodies, public administrations, universities, international organisations, non-governmental organisations, commercial firms, etc. Natural persons are not eligible.

But before submitting a proposal under a certain call it is advisable to read carefully the grant application guide that provides all the information about the call.

Can we use the budget for purchasing technical equipments, belonging to the activity in matter?

In principle yes, but must be necessary for a project that meets the objectives of the call (i.e. main objectives of recent calls were not replacement/ modernisation of equipment).

Can we use the budget for "on the job trainings", for bilateral or multilateral programmes?

Depends on the call, if it's necessary for the project, the answer is yes.

What will be the Commission's average contribution towards a single project (considering the very limited budget allocated for the 2009 Call for Proposals)?

The allocated budget for prevention section is 2 250 000€ and for preparedness section is 1 400 000€. We can not estimate the average financial contribution for one project as we do not know how many projects we will receive. There is no limit set for financial contribution per project.

Do rates for daily allowance and hotel rates cover those expenses specific to the country where the activity is organized? For example, if other experts will come to Brussels they will receive up to those amounts mentioned in the table for Belgium, no matter the sending Member State?

Before looking at the table on page 44 of the grant application guide, first refer to the description of "subsistence costs" (p.35):

"Subsistence costs: These cover hotel costs, meals, local transport, etc. and should be applied in accordance with the internal rules of the coordinating/associated beneficiary. If there is no such rule, the subsistence costs must not exceed the scales approved annually by the Commission (see Chapter 12)."

It is underlined that first and foremost, each coordinating/associated beneficiary must apply its/their internal rules, and only if there is no such rule, the organisation could pay the person travelling:

(1) The daily subsistence amount (according to the table) - please be aware that since this is a lump sum, you could not pay anything extra, e.g. invitation for lunch, dinner.

(2) And hotel costs (on presentation of an invoice) up to the amount of the table.

Please also be aware that these amounts must be paid, and the Commission might request payment proof.

Finally, it is correct to assume that the amounts refer to the country where the action takes place - not to the country from which the expert comes.

Is there an indication about the length of form T4?

It is suggested to keep it relatively short 1 or max 2 pages

How can I find which Member States look for associated beneficiaries?

We suggest that you consult our past projects under the Action programme as well as the ongoing ones under the Financial Instrument:

http://ec.europa.eu/environment/civil/prote/cp14_en.htm

<http://ec.europa.eu/environment/civil/prote/projects.htm>

Also the Civil Protection Forum 2007: <http://ec.europa.eu/environment/civil/forum2007/exhibitors.htm>

Can the Commission disclose the names and contact details of the Members to the Civil Protection Committee?

Please note that we are not at liberty to disclose the name of the members of the Civil Protection Committee, but you can directly contact the Civil Protection National Authority of your country:

http://ec.europa.eu/environment/civil/prote/cp10_en.htm