



EUROPEAN COMMISSION
DIRECTORATE-GENERAL JUSTICE and CONSUMERS

Directorate A : Civil Justice
Unit A4 : Programme management

Frequently asked questions
JUST/2014/RDAP/AG/HARM REC Programme
Date of update: 13/05/2015

Only questions with general relevance to applicants have been included below. If several questions were received on the same issue, only one of them has been included below. In the interest of equal treatment of applicants, the European commission cannot give a prior opinion on the eligibility of an applicant, a partner, an action or on the outcome of the call before the official publication of results. Please note that questions received 7 calendar days prior to the deadline will not be responded to. **As a general rule, applicants are requested to carefully read relevant sections of the Guide for action grants before they start preparing the Application Package, in addition to the call text.**

PRIORITIES/TYPES OF PROJECTS

1.	General statement	About the knowledge of a potential applicant as well as a potential project we cannot give any advice. Projects submitted are assessed by a formally nominated evaluation committee. In order to ensure an equal treatment of all applicants, we must not give any opinion on the eligibility, or indeed quality, of a proposal. In addition, to give an advice on the basis of a short description which may not accurately reflect the whole project is likely to lead to wrong interpretation. Answers may only bear on a clarification of the guidelines for applicants or the evaluation process, not on a given proposal.
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2.	General statement	<p>Under CRC GC No 13, it is stipulated that Harmful practices include, but are not limited to:</p> <ul style="list-style-type: none"> (a) Corporal punishment and other cruel or degrading forms of punishment; (b) Female genital mutilation; (c) Amputations, binding, scarring, burning and branding; (d) Violent and degrading initiation rites; force-feeding of girls; fattening; virginity testing (inspecting girls' genitalia); (e) Forced marriage and early marriage; (f) "Honour" crimes; "retribution" acts of violence (where disputes between different groups are taken out on children of the parties involved); dowry-related death and violence; (g) Accusations of "witchcraft" and related harmful practices such as "exorcism"; (h) Uvulectomy and teeth extraction
3.	General statement	<p>As clearly stated in the call, the main focus of the call is to "combat and prevent violence linked to harmful practices", and not, domestic violence or other forms of violence against women, young people and children. A call with a wider scope (focused on support to victims of all forms of violence against women, young people and children) was open in the first quarter of this year. Other Daphne calls in future may have broader priorities but this call is about the very specific priority "HARMFUL PRACTICES" as defined under 2. Yes the call is targeting ONLY systematic harmful practices and not to generic domestic violence.</p>
4.	<p>In the guidance for applicants examples of harmful practices focus on FGM, HBV and forced marriage. What I would like to clarify is whether other harmful practice impacting on the lives of women and girls will be considered. Our organisation has a particular specialism in working with women involved in prostitution which we, and others, believe to be harmful practice towards women. We would like to know whether an application to this fund focusing on prostitution would be considered.</p>	<p>The Commission does not tolerate any form of sexual exploitation and is very concerned about the increasing trafficking in human beings out of which 62% is estimated to be for the purpose of sexual exploitation. However, in this call, prostitution is not included in the priorities; instead it is aimed at combatting and preventing violence linked to harmful practices.</p>

5	Does the development and testing (using a randomized controlled trial in >3 different EU countries) of a sex offender (child pornography, child abuse) treatment protocol to decrease sexual deviant preoccupation and enhance self- control (also in consultation with victim representatives) fit into the scope of this call?	The development and testing of a sex offender treatment protocol to decrease sexual deviant preoccupation and enhance self-control does not fit under this call. Please refer to General statement 2. Under this call, we have no funding priority on working with perpetrators.
6.	With reference to the call in object, I would know if forced prostitution is (or not) a coherent theme (linked to forced sexual relationships). Maybe forced prostitution is part of the phenomenon of trafficking in human beings.	See answer under 4.
7.	How broad is the range of issues that can be dealt with in the project? The general description states that the call is about violence against women, young people and children linked to harmful practices, but the examples that are given are limited to female genital mutilation, forced or early marriage or forced sexual relationships, and so-called "honour crimes". Is there as possibility to also address eg. violence linked to conflictual divorce or violence between partners?.	For the purpose of this call violence linked to conflictual divorce or violence between partners would not be included.
8	Article 8 of the Joint recommendation CRC – CEDAW n. 31/2014 clarifies “harmful practices that identified include but are not limited to: "preferential treatment to males, extreme dietary restrictions, virginity tests and practices related bodily changes tribal, corporal punishment, stoning, violent initiation rituals, constriction widows, sorcery, infanticide, incest”, are they recognized as a focus of the call? Moreover, I would need to ask you whether within the call we can address the issue of women trafficking and slavery with a specific focus on women victims of harmful practices arrived in the country as victims of human trafficking.	Yes, this is considered as Harmful practices but for the purpose of the call there needs to be a violence context (so only preferential treatment is not enough...). We are dealing with Member States so the projects need to tackle European issues. As for the second question, of course they are free to work with specific groups such as trafficked or sold women, but the purpose of the call is to prevent, inform about and combat violence linked to harmful practices. A project aimed at something else (such as slavery and trafficking) does not fall within the scope of the call; the fact that the target group would have experienced a harmful practice doesn't change that.
9	According to pag. 3-4 of the guidelines, the title mentions only one Priority in the paragraph ("Priority") but in the content the call specifies to fund 2 kind of activities, later defined as priorities in the rest of the paragraph. Therefore I ask you the following questions:	The call text contains an error. There is only one priority and two types of activities. The application form contains a drop-down menu for priorities but there is only one option.

10	In particular I'd like to know if in such category could enter all those violent acts against women as domestic violence (within family or acquaintance environment); threats; physical and psychological abuse; stalking; beatings; sexual abuse/rape; honour crimes; incest, and uxoricide.	Forced sexual relationships means a situation where at least one of the sexual partners is forced to engage in the sexual act, and therefore rape/ sexual abuse would enter in it. As stated in the call, it has to be related to harmful practices.
11	The principal focus of our research collaboration relates to women who might be considered in some respects to be vulnerable to violence due to certain situations that they find themselves in (for example heightened risk of violence for women with disabilities). We are therefore wondering if it might be possible to submit an application that would explore whether the issue of forced marriage is of relevance to these constituent groups in countries across Europe and if so what guidance and protocols might be necessary for multi-sectorial approaches towards victims and potential victims.	See General statement 2 &3
12	Main scope of our action would be sharing and transferring best practice, mutual learning, multi-sectorial cooperation with different actors aiming at coping with problem of violence against women, youth and children (recognizing violence, sorts of violence, prevention measures, methods of coping with violence against women, youth and children (physical and emotional) at home/school/close environment etc.).	See General statement 2 &3
13	We are wondering if we can consider the exploitation of prostitution as a "forced sexual relationship" and if it is funded by this call for proposal or not.	See General statement 2 &3 and answer 4
14	We would like to know whether you would accept a project dealing with corporal punishment.	See General statement 2 &3
15	Is there as possibility to also address eg. violence linked to conflictual divorce or violence between partners?	See General statement 2 &3 and answer 4
16	Title of the project: „Seeking Safety“- Prevention and reduction of abuse prevalence in drug addicted women and de-stigmatization of this vulnerable group. Annotation: The aim of the project is to support women at risk of abuse, related substance addictions and stigmatization, through research study of abuse prevalence, developed tutorial and the therapeutic intervention program.	See General statement 2 &3 and answer 4

17	Main scope of our action would be sharing and transferring best practice, mutual learning, multi-sectorial cooperation with different actors aiming at coping with problem of violence against women, youth and children (recognizing violence, sorts of violence, prevention measures, methods of coping with violence against women, youth and children (physical and emotional) at home/school/close environment etc.). Would you please confirm that our activity scope described corresponds to set priorities of the call for proposal?	See General statement 2 &3 and answer 4
18	Within the priority of the call, the focus on children is very specially mentioned. Still we assume that a project that solely focuses on combating and preventing violence against adults will also fall under the priority of this call. Is this correct?	The call is not dedicated only to children.
19	Is it possible to apply for projects focusing on the prevention of, information about and combating of slavery of woman, young people and children?	See General statement 2 &3
LANGUAGES		
20	Can I submit my proposal in a different language than English?	In principle yes. A proposal submitted in one of the official languages of the EU cannot be refused. However, for efficiency reasons we encourage the participants to present their proposals in English or in the common language used for communication with the partners for the project. However, for efficiency reasons the Commission strongly recommends that the Partnership Declaration(s) and Co-financing Declaration(s) are submitted in EN, FR or DE. The Budget Form MUST be completed in EN.
21	Do I have to provide English translation of the annexes and supporting documents which have to be submitted with the application?	No, documents such as organisation's legal status, balance sheet and profit and loss accounts do not need to be translated.
22	Is it possible to complete the form in Italian/Spanish/Portuguese?	See 20

DOCUMENTS to be provided

23	In the call it is written: "Annexes 4, 5 and 6 are not requested at the stage of application if the Applicant is a public body (i.e. a body governed by public law, e.g. public authorities at local, regional or national level) or a university" By "Applicant" you mean "Partner" or only the main applicant of the proposal? If our applicant is a university, could the other partners not submit these annexes?	Annexes 4, 5 and 6 are only requested for the main applicant when it is neither a public body nor a university.
24	Which are the documents each organization has to provide? Balance sheets etc.etc.? And where I can find an exact list?	All required documents are listed in the call text.

Co-financing

Nr	Question	Answer
25	<p>Could you tell us about financial issue? Funding intensity is 80%, so what kind of 20% contribution from us can be? Can be that 20% are own resources such as our transport, office, equipment, salaries, volunteer work?</p>	<p>A minimum of 20% of the total eligible costs must be provided either from the applicant organisation and/or partners or from another donor source. The applicant himself confirms its financial contribution through notification in the budget under K Other income, including own contribution from the beneficiary/-ies (applicant + partners). Under (I), indicate financial contributions specifically assigned by donors to the financing of the eligible costs & Income generated by the financed activities. As explained under 2.7 in the Guide for Action grants Contributions in Kind (heading G).</p> <p>Contributions in kind refer to non-cash inputs from third parties, such as:</p> <ul style="list-style-type: none"> • any donation of raw materials (i.e. paper and ink for publication purposes); • unpaid volunteer work or unpaid provision of service; • any other good or service provided to the project whose cost is borne by another organisation and not reimbursed by the Beneficiary. <p>Contributions in kind does not constitute an eligible cost and therefore cannot be reported either as income either under I or K (co-financing).</p>
26	<p>In a seminar or the conference, may we ask the participants to pay a deposit fee, in order to be more sure they come? In this case the deposit is a co-funding, letter I? Only if we do not give back to them?</p>	<p>Co-funding is your responsibility. You have to make sure that co-funding is present. We do not enter into the details of your way of securing the participation in seminars.</p>
27	<p>Under I, the guide says that you should include financial contributions from donors, only if they are specifically assigned to cover eligible costs included in the Forecast Budget Calculation.</p>	<p>This means that you cannot consider as an income of the specific project the financial contributions from donors to your organisation in general. The financial contribution should be given specifically to implement the project.</p>

Eligible costs

Nr	Question	Answer
28	General statement	Please refer to the Guide for action grants Section V ELIGIBLE COSTS.
29	Permanent staff costs of universities.	<p><u>Costs for permanent staff of a public organisation</u></p> <p>This section refers to costs of permanent staff of a public organisation, meaning all public entities. It is not applicable to staff costs of universities, regardless of their status.</p> <p>As it is stipulated in the Guide, the section about permanent staff of a public organisation is not applicable to staff costs of universities.</p>
30	According to what I can see at p. 76 of the Guide for Action Grants for calls 2014 : Indirect Costs “Costs connected with horizontal services, such as administrative and financial management; human resources; training; documentation; IT, etc. “Can the administrative staff and the trainers who will be engaged in the project activities be included in the Staff cost (direct cost)?	To ensure the successful implementation of the tasks related to the project activities, appropriate human resources should be allocated to the project. Their costs are part of the eligible costs, under the conditions and modalities described in the Guide.
31	We ask you if there is any table concerning the maximum wage for staff. I remember in another programme there was a table for manager/researcher/technician/administrative daily costs.	We do not stipulate anything about maximum wage for staff.
32	If I organize a European meeting at the end of my project in order to gather European stakeholders not engaged in the project or just engaged a s associated partners, can I foresee their travel and accommodation expenses in the framework of the project?	Costs of participants (stakeholders not engaged in the project or just engaged a s associated partners) incurred and paid by the beneficiary are eligible costs.

33	For my transnational partners, two of them foresee recruit a person for the duration of the project. Is it eligible?	Salaries (fees) of non-permanent staff (staff specifically recruited for the project) may be charged to this budget heading provided that some conditions are fulfilled. However don't forget: <u>4.4.2. Operational capacity</u> The applicant and the partners must have sufficient operational and professional capacities to implement the activities for which co-funding is requested. For this purpose the applicant must present CVs of key staff involved in the project (employed by the applicant and the partners), who must have the necessary education, skills, experience and capacity to carry out the tasks that are assigned to them during the project. <u>7.3 List of required annexes</u> In case no person is recruited for a key job at the stage of application please provide the description of the profile or job description.
34	In case of my transnational partners, is it not better to have a multi- beneficiary agreement with these two other transnational partners I suppose?	This call does not envisage mono-beneficiary grant, it requires 3 partners so it will end up by a multi- beneficiary agreement. When you have a transnational requirement like in this call, if selected, partners become co-beneficiaries and the project requires a multi-beneficiary agreement.
35	The partner declaration forms changed and now we cannot see anywhere where the form asks for the partners to put in their budget. Can you please confirm that you do not need the budget of each partner of the project mentioned on the declaration form? I cannot find anything in the guidelines document either.	Please use the forms as they are and complete what is requested. We do not ask any more for these details on participation of the partners in the budget. You find them annexed to the Application form.
36	Could you kindly indicate whether the Daphne call (for Transnational projects on violence against women, young people and children, linked to harmful practices), published on the website of DG Justice, is also open for applications for grants for the organisation of a transnational conference?	Please refer to the Guide for action grants Section V ELIGIBLE COSTS Pg. 74
37	Please could me suggest about reporting costs for subsistence in project's provisional budget, if is the "per diem system" optional or is the unique and valid method to calculate them.	Please refer to the Guide for action grants Section V ELIGIBLE COSTS Pg. 70

PRIAMOS

38	Problems downloading the documents on PRIAMOS.	<p>Please look into http://ec.europa.eu/justice/grants1/priamos/files/priamos_guide_en.pdf and http://ec.europa.eu/justice/grants1/priamos/files/priamos_faq_en.pdf and read carefully PRIAMOS Guide: You can find all mandatory templates for the call if you click on the Attachments" button, which appears as a paper clip image on the left hand side of the Grant Application Form. Please save all of them separately on your local drive of your computer by clicking on the diskette icon on top of the form. Questions regarding registration and application via PRIAMOS may be sent to: HOME-JUST-PRIAMOS-USM@ec.europa.eu</p>
39	Problems downloading annexes in PRIAMOS	<p>Please refer to answer Q15 under http://ec.europa.eu/justice/grants1/priamos/files/priamos_faq_en.pdf</p>

ELIGIBILITY OF APPLICANT/PARTNERS

40	Is there a partner search facility that we can use to find partners that are also planning to submit proposals for this call?.	<p>There is a Daphne search tool and a list of selected projects that could help http://ec.europa.eu/justice/grants/results/daphne-toolkit/</p> <p>and</p> <p>http://ec.europa.eu/justice/newsroom/files/summaries_selected_2013_ag_dap_en.pdf</p>
41	Can a no -profit research centre specialised in Employment law and industrial relations be applicant and / or partner?	The call text and in particular point 4.2.1 stipulates that non-profit organisations can apply as applicant and /or partner.
42	We are not sure if Serbian organizations are eligible to be associate partners? We know that we are not eligible as leading organization and partner, but eligibility criteria for associate partner is not clear.	<p>Eligible country: Applicant and partners must be legally established in an eligible country. This is not applicable for International organisations.</p> <p><u>Eligible countries</u> :</p> <ul style="list-style-type: none"> • all the EU Member States; • Iceland and Liechtenstein. <p>All other countries can be associated partners with no rights to EU Funding.</p> <p>Read the Guide p. 6.</p> <p><u>Associate Partner:</u></p> <p>The organisation which participates in or is associated to the project, <u>but will not receive Union co-financing for the costs it incurs during the implementation of the project.</u> Associate partners are generally organisations which either do not comply with the criteria for being an Applicant or a Partner (see eligibility criteria in the relevant call) or do not wish or need to receive co-funding from the Union for their participation in the project. The Associate Partners have no contractual or financial obligation towards the Commission.</p>

43	<p>On the call we read that eligible countries "must be legally established in an eligible country (EU Member States/ Iceland and Liechtenstein)" (art. 4.2). On the Regulation No.1381/2013, establishing the Rights, Equality And Citizenship/Justice Programme, we read that potential candidate countries can participate as well (art. 6, par. 1 lett. c). As we would like to involve an Albanian partner (Albania is a potential candidate country, as reported on EU Enlargement website http://ec.europa.eu/enlargement/countries/detailed-country-information/albania/index_en.htm), we pray you to clarify if we can include it or not in our project proposal.</p>	<p>REC Programme is open to organisations from potential (PCC) and candidate (CC) countries under certain conditions depending if the PCC and CC decide to participate to DG JUST programme. However, for 2014, these conditions are still not met and organisations from these countries therefore cannot participate. Albania did not apply to participate in the REC programme. Therefore, Albanian partner can only participate as associate partner and is not entitled to receive EU Funding.</p>
44	<p>Which official requirements are connected to the status of an "international organisation"? Can an "international organisation" act as Mono-Beneficiary?</p>	<p>International organisations are entities established by formal political agreements between their members that have the status of international treaties; their existence is recognised by law in their member countries; they are not treated as resident institutional units of the countries in which they are located. This is the definition given by OECD. It refers to organisations, like Council of Europe, United Nation organisations like UNICEF, Red Cross international.</p> <p>1) Official requirements connected to the status of an "international organisation" are international treaties.</p> <p>2) As stipulated in the call text, applicants and partners must be legally constituted public or private organisations, or international organisations. An international organisation can apply as applicant but to ensure the trans-nationality needs to present a project in partnership with other organisations.</p>
45	<p>Is there any tool established in the program to use when you are looking for a partner?</p>	<p>No, there is no such tool. However, to find partners we advise to consult the list of selected projects in 2013 and 2011-2012:</p> <p>http://ec.europa.eu/justice/newsroom/files/summaries_selected_2013_ag_frc_en.pdf</p> <p>http://ec.europa.eu/justice/newsroom/files/frc_2011_-_2012_summary_of_awarded_projects_en.doc</p>

46	We would be grateful if you could send as information about the institutions that are going to apply for the above mentioned programme so that we could contact the possible coordinators of the future projects.	We cannot recommend any names of other organisations and certainly not of the organisations that will apply (we do not know who will apply). Please have a look in the list of selected projects and non-selected projects in 2013 on our website.
AOB		
47	Are there contact points where we could dress our queries?	We do not work with National contact point. Please feel free to address any questions that you might have to this Functional mailbox.
48	The following types of activities will not be funded by the Commission: - individual sponsorships/scholarships for participation in workshops, seminars, conferences, congresses, training courses etc.; Would you mind explaining what is meant by sponsorship/scholarships for participation in training courses etc? We are slightly confused as the call focuses on delivering training to participant.	This means that we do not accept projects that are about funding individual sponsorships/scholarships for participation in workshops, seminars, conferences, congresses, training courses etc.
49	As applicant/partner, can submit more than one application under this call?	Under section 5.1 of the call, it is stipulated that <u>Applications for several projects:</u> The applicant may submit more than one application under this call for proposals. The applicant may be awarded more than one grant under this call for proposals. An organisation may participate as applicant, partner or as associate partner in several applications. An action may receive only one grant from the EU budget.
50	When filling in the application form for the call Point 2.1 requests that all EU grant applications from the applicant for the current year are listed. Point 2.2 requests that all EU grants award to the applicant in the last 4 years are listed. For some institutions applying to this call, numbers of applications in the last year and award in the last 4 years are very high. Therefore, could you confirm whether or not every single EU application and award of this kind need to be listed, or are there some limits, for example, only supplying information on those relevant to the department in the institution applying?	Please read p. 15 of the Guide: There are 20 lines provided in the Grant Application Form. If the provided lines are not sufficient, please list the first 19 grants/procurement contracts in the table use line 20 to indicate that an additional Annex with the remaining information is attached to the Grant Application Form. You should name this additional Annex clearly (e.g. "Application Form 2.2. - additional information").

51	I just want to ask if projects are able to apply annually. I know from previous calls that there was a possibility to apply for similar project every year – so do you know if there is a similar call next year?	Calls are implemented after an Annual Work programme is adopted. This call was foreseen in the AWP 2014. Please refer to AWP 2015
52	Can you tell me what time period the above call for proposals is in relation to? I.e. what is the envisaged start and finish date for the proposal?	<p>Projects should be scheduled to start after the Grant Agreement is signed. (See section 8 - Timetable). The actual start date of the project will be the date agreed by the Commission during the preparation of the Grant Agreement.</p> <p>Starting the project before the signature of the Grant Agreement will be accepted only under exceptional circumstances, where the applicant can demonstrate the need to start the action before the Grant Agreement is signed. A project that has already started before the date the grant application was submitted is not eligible for funding (see section 4.2.2.c). The initial duration of the projects should not exceed 24 months.</p>
53	I see no manual signature requested from the legal representative regarding the submission of the application. Is that rights? We don't need the chair to sign before me submit our application?	<p>In the guide p. 19: The name and the title of the legal representative are filled in automatically based on the information stored in the profile of the organisation on behalf of which the application is submitted.</p> <p>! Note NO blue ink signature is required!</p> <p>There is no need to print and sign a paper copy of the Grant Application Form. You may do so for your own records, but the Commission does not require that you attach a scanned copy of any part of the Grant Application Form to the electronic version. This is only required for the partner declarations.</p>