



EUROPEAN COMMISSION
DIRECTORATE-GENERAL JUSTICE and CONSUMERS

Directorate A : Civil Justice
Unit A4 : Programme management

Frequently Asked Questions

JUST/2015/RDIS/AG/NRCP - REC Programme

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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.

Questions		Answers
1.	General statement	About the knowledge of a potential applicant as well as a potential application we cannot give any advice. Applications 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 application 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.

2.	General statement – who can apply?	<p><u>This restricted call</u> for proposals for action grants is based on the 2015 annual work programme of the Rights, Equality and Citizenship Programme (REC Programme).</p> <p>It will support the setting-up or reinforcing and restructuring of national consultation processes through National Roma Platforms by National Roma Contact Points (NRCP).</p> <p>Applications must be submitted by the public organisations <u>officially appointed as NRCP in the EU</u> Member States or by a national public authority accredited by the government. The list of NRCPs is available in Annex I of this call for proposals. Should an EU Member State change the NRCP before the deadline of the call, the new one would be eligible.</p>
3.	Duration of the project	<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>The initial duration of the projects should <u>not exceed 12 months</u>.</p> <p>(New version of the call text is available in the website: http://ec.europa.eu/justice/grants1/calls/2015_action_grants/just_2015_rdis_ag_nr_cp_en.htm)</p>
4.	Is it possible to apply for less than EUR 65.000?	Yes.
5	<p>Is the VAT paid for professional facilitator services considered an eligible cost?</p> <p>If yes, how/where do I have to illustrate the VAT in the Forecast Budget Calculation?</p>	<p>Yes.</p> <p>It should be included in the actual activity's amount (i.e. it is one part of the amount), it cannot be under staff costs - but based on its nature, it could be under: Travel, Equipment, Consumables, or Other direct costs.</p>

6.	According to the call, the use of professional facilitators is encouraged and considered as eligible cost. At the same time, subcontracting is limited to 30% of all eligible costs.	<p>As mentioned in the call text under point 5.3 Financial provisions: Subcontracting and implementing contracts:</p> <p>If the beneficiaries have to conclude contracts with third parties in order to carry out a limited part of the activities, they shall justify this working method in the Annex 1 - Project Description and Implementation Form and duly respect the rules set out in the Guide for Action Grants, in the section on award of contracts. As a general rule, subcontracting shall be limited to 30% of the total eligible costs. If this threshold is exceeded in the budget estimate, the applicant shall provide justification, which shall help the Commission to assess whether the exception can be accepted.</p> <p>So, 30% can be exceeded with relevant justifications.</p>
7.	We would like to know if there are some possibilities to strengthen the NRCP and hire the project staff especially for this project.	<p>Under section 4.4.2 of the call text it is stated that:</p> <p>The purpose of this call <u>is not to cover recruitments or to pay staff</u> but external experts can be used.</p>
8	Our first idea was to organize the open call for proposals for NGO's (preferable for Roma NGO'S) and to contract out the projects within 65 000 Euro on concrete actions presented in application to European Commission. Please confirm that this procedure is acceptable for you.	<p>No, the idea is to support NRCP, no other NGOs with this amount. Obviously you may subcontract some part of the work as mentioned under section 5.3. of the call text.</p>
9	Are you planning similar call for proposals in 2016?	Yes.

10	<p>Could we contract one contractor according to the rules set out in the Guide for Action Grants, which will provide technical implementation of all activities of the project, including managing of necessary services and technical assistance? The ministry has no capacity to contract many contractors for each specific technical service or assistance, for instance, to organise logistics/travel arrangements, providing lunch or snacks during meeting and events, accommodation for participants and renting issues. With our limited human recourses we see that one contractor could provide a technical implementation of whole project. It makes sense, because we plan many activities at the local level, and it is quite impossible to manage technical assistance and services, for example, providing lunch or snacks and accommodation for participants, with different local contractors.</p>	<p>No, the idea is to support NRCP and they can subcontract part of the work as explained above under question N° 6. The applicant cannot outsource 100% of the project.</p>
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