

VP/2013/012 – Questions and answers

Call for proposals for social policy experimentations supporting social investments

Who can submit a project?

It is said in 2.3 of the Call for proposal:

"The social policy experimentation project has to be submitted by a consortium of stakeholders involved in the process of social policy innovation.

The lead applicant must be a public authority at central, regional or local level, or bodies governed by public law. The role of the lead applicant consists not only in holding the consortium's legal responsibility but also in getting actively committed into the project. The lead applicant has to involve in the consortium at least one co-applicant.

Co-applicants must be public authorities at central, regional or local level, or bodies governed by public law, and/or civil society organizations, and/or private sector organizations. Including academic structures is strongly encouraged. Broadening cooperation between the public sector, the private sector and the third sector could ease the way to innovation in reorienting social policies.

Lead applicant and co-applicants must be properly constituted and registered legal persons, established in one of the PROGRESS participating countries."

What are co-beneficiary- Applicant/s - Beneficiary/ies?

See point 2 of the finance guidelines:

"The concept of the term "partner" so far in DG EMPL has designated the legal entities which join the beneficiary in implementing the action, and which incur costs (staff, services, etc.) and/or provide a direct financial contribution towards the budget of the action. For DG EMPL 2012 calls, partners adhere to the same dispositions applied to beneficiaries in terms of eligibility of costs and audit, but they are not financially liable in case of the recovery of funds.

This concept of "partner" fully disappears in DG EMPL 2013 calls. Instead the categories of "co-beneficiary" or "affiliated entity" are introduced for organizations which declare costs in the budget of the action as the only way to ensure the eligibility of costs incurred by them. Co-beneficiaries from now on share the financial responsibility with the "lead beneficiary"/ coordinator. In addition, identification of co-beneficiaries ensures full transparency about the allocation of the EU grant.

...

The designation "applicants" refers to the organizations which submit a project proposal; "beneficiaries" are entities which sign the grant agreement with the Commission. They are actively involved in the implementation of the action and are financially engaged, be it by engaging staff or other costs or by providing a direct financial contribution."

Is it necessary to have a partner organization in at least one other PROGRESS country?

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"The lead applicant has to involve in the consortium at least one co-applicant. ... Lead applicant and co-applicants must be properly constituted and registered legal persons, established in one of the PROGRESS participating countries."

Are there a minimum number of partners to be involved?

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Which are the PROGRESS-participating countries for this call?

See p. 14 of the call:

PROGRESS is accessible to all EU Member States, as well as Norway, Iceland, Liechtenstein, Former Yugoslav Republic of Macedonia, Turkey and Serbia

Is a Legal Entity form and Financial Identification form required for all project partners and the project coordinators when submitting the proposal?

The Legal Entity and Financial Identification are required for the lead applicant.

The Legal Entity is required for each of the co-applicant.

Is there any budgetary limit?

See 2.7 of the call:

"The grant requested must be 700 000 € minimum and 1 000 000 € maximum. 1 000 000 € will be allocated to projects focusing on youth opportunities measures in relation to the objectives of this call. If the quality of the applications dedicated to this theme is not judged sufficient by the Evaluation Committee, the Commission reserves the right to reallocate this budget to the applications addressing other themes. The European Union financial aid granted will not exceed 80% of the total eligible costs of the action. The consortium members must guarantee the co-financing in cash of the remaining 20%. Contributions in kind are not accepted as co-financing."

Might one consider the staff costs of an employee of a partner of the project, financed 100% by public funds, as eligible costs and constituting a part of the cash contribution to the project (20% of the total cost) considering the costs are specifically related to the action foreseen under the project?

These costs can be considered eligible in as far as they refer to costs really incurred and specifically related to the action, as stated above (all general criteria for eligibility of the costs must be fulfilled see point 4.2.1 of the financial guidelines). As regards contributions in cash, there is no reason why they may not be included in the income of the project under the co-financing heading.

Can financing from a private company participating in the project be considered eligible if it refers to costs connected specifically to the action? Can they be regarded as co-financing?

As mentioned in the call point 2.3:

"The social policy experimentation project has to be submitted by a consortium of stakeholders involved in the process of social policy innovation. The lead applicant must be a public authority at central, regional or local level, or bodies governed by public law. The role of the lead applicant consists not only in holding the consortium's legal responsibility but also in getting actively committed into the project. The lead applicant has to involve in the consortium at least one co-applicant. Co-applicants must be public authorities at central, regional or local level, or bodies

governed by public law, and/or civil society organizations, and/or private sector organisations¹¹. Including academic structures is strongly encouraged. Broadening cooperation between the public sector, the private sector and the third sector could ease the way to innovation in reorienting social policies. Lead applicant and co-applicants must be properly constituted and registered legal persons, established in one of the PROGRESS participating countries.”

Please also read point 3 “Exclusion, eligibility, selection and award criteria” of the call.

Is it possible for an organization to submit a project proposal as lead-applicant (project 1) if under this same calls for proposal it is participating as a partner for another project (project 2)?

Nothing in the text of the call prevents an organization from participating in one project as lead applicant and also as a partner in another project.

What is meant by a "cash contribution"? Should the lead applicant and the partners transfer money to a dedicated bank account?

The cash contribution does not necessarily need to consist of cash transfer of money. In principle all eligible costs paid for by the lead applicant and/or the partners in the project can be considered as a contribution in cash.

For example staff costs: your organization could decide to co-finance the staff costs or part of the staff costs. In that case you need to fill in the amount of the co-financed costs in the heading "staff costs" and in "income". By financial flow we mean that there needs to be a trace in the bookkeeping (if you pay a staff member there is a financial flow from the organization to the staff member). A contribution in kind on the other hand is not allowed. By contribution in kind we mean for example the work of a volunteer (here there is no cost for the project, no financial flow). Nonetheless please pay attention to the fact that all costs, including co-financed costs need to fulfill the general criteria of eligibility (see point 4.2.1. of the financial guidelines).

If a project was to last 2 years, is funding on a year by year basis?

The funding does not take place on a year by year basis. Instead, one grant is given for the whole duration of the project. Payment of the grant will be in three installments (see the model of the multi-beneficiary grant agreement).

How many partners from how many different PROGRESS countries need to be involved in the project?

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The lead applicant has to involve in the consortium at least one co-applicant. Co-applicants must be public authorities at central, regional or local level, or bodies governed by public law, and/or civil society organizations, and/or private sector organisations¹¹. Including academic structures is strongly encouraged. Broadening cooperation between the public sector, the private sector and the third sector could ease the way to innovation in reorienting social policies. Lead applicant and co-applicants must be properly constituted and registered legal persons, established in one of the PROGRESS participating countries."

Can non-governmental organizations apply to the call?

According to point 2.3 of the call, *the social policy experimentation project has to be submitted by a consortium of stakeholders involved in the process of social policy innovation. The lead applicant must be a public authority at central, regional or local level, or bodies governed by public law. The role of the lead applicant consists not only in holding the consortium's legal responsibility but also in getting actively committed into the project.*

The lead applicant has to involve in the consortium at least one co-applicant. Co-applicants must be public authorities at central, regional or local level, or bodies governed by public law, and/or civil society organizations, and/or private sector organisations¹¹. Including academic structures is strongly encouraged. Broadening cooperation between the public sector, the private sector and the third sector could ease the way to innovation in reorienting social policies. Lead applicant and co-applicants must be properly constituted and registered legal persons, established in one of the PROGRESS participating countries.

Where I can find...

...the general framework of PROGRESS?

Please visit DG EMPL thematic site:

<http://ec.europa.eu/social/main.jsp?catId=987&langId=en>

...the "Original version of the co-funding commitment signed by the legal representatives of the organizations concerned and specifying the amount of each cash contribution"?

Please see part E. in the SWIM Application form.

...the original cover letter?

See in SWIM cover letter + check list. Please note that this only exists in EN and FR. Unfortunately, there is no German translation.

...the template for the project proposal and the timetable?

The template for the project proposal and the timetable are available in the SWIM application form under heading E "Annexes".

...the PROGRESS committee contact points?

In each country, contact points may provide general information about financing by PROGRESS. The list may be found at <http://ec.europa.eu/social/main.jsp?catId=660&langId=en>.

I have a problem with the SWIM application...

If you need technical assistance, please contact empl-swim-support@ec.europa.eu. Please also refer to the user manual.

E6: my grant request is under 750 000€, therefore I do not need an external audit report, however, I have to upload something. What do I do?

Please upload a blank page. Thanks.

E8: I do not have any other relevant information; however the system requests me to upload something. What do I do?

Please upload a blank page. Thanks.

B1.15: Who has to fill in this document?

Please note that each of the co-applicants needs to fill in that document.

A 1.14: Bank account document. Can I have it in my own language?

Please find herewith the link to the financial identification in all languages:
http://ec.europa.eu/budget/contracts_grants/info_contracts/financial_id/financial_id_fr.cfm#fr