

QUESTIONS & ANSWERS

Call for proposals VP/2018/012

"EaSI-Progress: Activities in the field of undeclared work"

Question 1:

Are national Chambers of Commerce/Unions of national Chambers of Commerce eligible for this call? Or similar questions such as "could you please confirm the eligibility of "organisation X" as an eligible applicant for the VP/2018/012"?

Answer 1:

As indicated in section 13 of the call document, in order to ensure equal treatment of all potential applicants, the Commission will not give at this stage a prior opinion on the eligibility of potential applicants. As you will understand, such an assessment can only be made on the basis of the documentation submitted with each application. We kindly invite you to consult the call text, in particular section 6. Eligibility Criteria, 6.1. Eligibility of the applicants (lead and co-applicants) and affiliated entities.

Question 2:

Is it possible to send a project proposal as single applicant? Does the single applicant have to have special criteria?

Answer 2:

Section 6. of the call text, Eligibility Criteria, 6.1. b) refers as well to single applicants and indicates the type of eligible entities and the specific requirements.

Question 3:

For social partners, what do you mean with "Social partner organisations may be single or lead applicant if officially entitled by law or institutional agreements to carry out enforcement tasks"

Answer 3:

Section 2 of the call text states that "The priority is to co-finance actions fostering joint activities and cross-border projects of enforcement authorities improving their technical capacity in the field of preventing and deterrence of undeclared work". Similar to public enforcement authorities – see section 6.1.b) - social partner organisations may be single or lead applicant if officially entitled by law or institutional agreements to carry out enforcement tasks in the area of undeclared work. To this end, social partner organisations have to provide an extract of respective national legislations/agreements

Question 4:

Can candidate countries apply to this call as lead or sole applicant? Or the applicants from candidate countries can only apply to this call as co-applicants?

Answer 4:

Please read the answer to question 1 in the published Q/A document and the entire chapter 6 (eligibility criteria) of the call specifications. Section 6.1.a) place of establishment spells out

the countries from which properly established and registered legal entities are eligible as lead applicant and co-applicants. As potential applicants from other EaSI participating countries - Albania, the Former Yugoslav Republic of Macedonia, Montenegro, Serbia and Turkey - are not officially appointed to the European Platform tackling undeclared work – see section 6.1.b) – they cannot present a letter of support issued by the respective senior representative in the Platform and are therefore only eligible as co-applicant.

Question 5:

Are International Organizations established in one EU Member State considered eligible to apply in the call.

Answer 5:

Please read the answer to question 1 in the published Q/A document and the entire chapter 6 (eligibility criteria) of the call specifications. As indicated in section 6.1. a) and b) lead applicant and co-applicants must be legal entities properly established and registered in one of the listed countries, must be non-profit organisations and fall in one of the two categories of entities listed.

Question 6:

I would like to get partner for this project from Turkey, but how can I search the related partner for this call? Would you please help me about find partners or any portal doing this?

Answer 6:

For this call for proposals there is no mechanism or specific support available that would help finding project partners.

Question 7:

(1) We are a research institute in the area of employment and social security; could you please confirm that we are an eligible organisation? (2) My understanding from the wording of the call for proposals is that college XX, university XX, as a non-profit entity, may be the Lead Applicant of the project. Could be please confirm whether my understanding is correct?

Answer 7:

Please read carefully answer 1 in this document.

Question 8:

On p.12 of the proposal (sec.6.2. a)) it is mentioned that the action must demonstrate that it will cover at least 3 EU/EEA Member states. Shall I interpret this as meaning that at least 3 different EU/EEA countries should participate in the consortium? Or that the project will cover at least 3 countries (e.g. through studying their practices/policies) without necessarily involving them as partners in the project?

Answer 8:

Please refer to section 6.2(a) of the call text. The call does not require having co-applicants established in different eligible countries. However, eligible projects must demonstrate and ensure coverage through their activities of at least three EU/EEA Member States.

Question 9

On section 9, p.16 what is the qualitative/practical difference between 'Visibility' and 'Dissemination of results'?

Answer 9:

The award criteria 'Visibility of the proposed activities' lists as sub-criteria 'Visibility at national and European (EU/EEA) level' and 'Dissemination of results'. A strategy for the dissemination of results is one activity that can contribute to the required visibility.

Question 10:

As part of the project, we may require to hire a Research Assistant. As can be appreciated, she or he will be hired only if the proposal is successful. Since the Research Assistant will undertake some of the tasks that will be described in the proposal, but hers or his CV will not be available at the time of submission, how do we address the requirement of Sec. 15 (Checklist for required Documents), #14 (CVs of key staff: persons who will perform the main tasks)?

Answer 10:

A research assistant is not supposed to carry out the main tasks and it is therefore not considered key staff.

Question 11:

Could you kindly clarify if international organizations, as defined in article 43 of the EU financial regulations, are eligible under the above call?

Answer 11:

Please read the answer to question 1 and 5 in the published Q/A document and the entire chapter 6 (eligibility criteria) of the call specifications. As indicated in section 6.1. a) and b) lead applicant and co-applicants must be legal entities properly established and registered in one of the listed countries, must be non-profit organisations and fall in one of the two categories of entities listed.

Question 12:

The call for proposals stipulates that if the project promotes the European Platform tackling Undeclared Work, it can be granted expertise in the field of communication, could you specify how?

Answer 12:

The text of the call indicates that members/observers of the European Platform tackling undeclared work receiving as result of this call for proposal a grant for an awareness-raising campaign will be able to benefit from the services under VT/2016/005 'Service contract to support the European Platform tackling undeclared work', 4.4.5 Support to communication and awareness-raising activities if the campaign promotes the European Platform or is in line with the activities of the European Platform. This could take the form of cost-free communication expertise, for example providing advice on communication strategies including messages or channels, on the design of communication material, etc.

Question 13:

All the organisations willing to take part (communication agencies for the communication campaign, cooperatives for the exchange of good practices in the field of training, university

department for the statistical analysis of the replies to the survey in the civil society, etc.) have to be listed in the « service providers" list because they are no social partners organisations, and therefore cannot appear as lead, no co-applicant, nor affiliated entities? Is it correct?

Answer 13:

Section 6.1 d) refers to affiliated entities allowing other organisations to participate in the project proposal. They must be legal entities having a legal or capital link with applicants, which is neither limited to the action nor established for the sole purpose of its implementation and which satisfy the eligibility criteria, may take part in the action as affiliated entities, and may declare eligible costs. For that purpose, applicants shall identify such affiliated entities in the application form.

The financial guidelines (4.2.2.3 Costs of services) explains in detail how the buying of goods or services in order to carry out specialised tasks that beneficiaries cannot do themselves (i.e. translations, production of documents, web site creation, informatics support, accountancy, catering, etc.) has to be carried out. This does not involve externalisation of parts of the action directly related to the main objectives of the action. The related contracts are known as "Implementation contracts".

In the same paragraph it is also indicated that the beneficiary should have the operational capacity to carry out the activities related to the main objectives of the proposed action. Nevertheless, if the staff do not have all the skills required, where justified and necessary, specific tasks that are part of the action (except the core tasks defined in the call document) may be executed by another person or organisation by means of a contract between one or more of the beneficiaries and a subcontractor. This is known as "subcontracting of tasks forming part of the action".

In **both** the above mentioned cases, the procurement rules indicated on page 13 of the Financial Guidelines and in section 11 of the call document must be followed.

The estimated costs of such implementing contracts or sub-contracts should be indicated in the budget under Heading 3.

Question 14:

We want to check the eligibility of from to apply to the call for proposals

Answer 14:

Please read answer 1 in this document.

Question 15:

Could you please let me know if the application form must include, in addition to the budget described in the SWIM form, a separate form with more details and explanations?

Answer 15:

As indicated in section 14.1 of the call document, The description of the action and work plan must be written using a free format document. All the information related to the description of the action and the work plan must be presented in one single document. The budget must be presented using the application form in SWIM.

There should be a close correlation between the information given in the description of the action and the workplan and the budget. A separate free-format document explaining the details of your budget is, therefore, not a requirement of the call. The SWIM budget form

must be properly completed. If you, however, feel that there is a need to further explain your budget you may attach a separate free-format document.

Question 16:

Is it possible using some documents that were submitted to last years' call for proposal in the field of undeclared work for example: Legal entity form, financial identification form, proof of registration, statutes and CVs.

Answer 16:

As indicated in section 14.2 of the call document, the legal entity form and the financial identification may be submitted by successful applicants only. This being said, you may also submit them with your application, if you wish. In any case, recent versions of both these documents are required.

With regard to proof of registration, the statutes and CVs, if there are no changes concerning the compulsory information required and the information provided therein is still up-to-date, the same documents duly dated are acceptable.

Question 17:

We, recognised European social partners and Observers in the European Platform tackling undeclared work, are preparing a joint application under the Call for Proposals VP/2018/012. When applying, being recognised European Social partners and Observers in the Platform, are we also obliged to submit a support letter from the senior representative in the Platform (in this case Belgium)?

Answer 17:

The call text in section 6.1.b) does not make any difference between recognised European Social partners, observers to the Platform or any other potential single or lead applicant. Therefore all single or lead applicants who are not officially appointed by Member States/EEA countries to the European Platform tackling undeclared work must present a letter of support issued by the respective senior representative in the Platform.