VP/2010/007 FAQ

Deadline for submission: 31/08/2010

Total budget: €2.5 million

Please note that we can only answer questions related to the requirements of the call for proposals and the application process. We cannot prejudge the assessment process by offering any opinion on the merit of a particular application.

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

According to part 3.1. "Eligibility of the proposal" point 2, at least one partner from one other PROGRESS-participating country needs to be involved.

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Where I can find...

...the general framework of PROGRESS?

Please visit DG EMPL thematic site: http://ec.europa.eu/social/home.jsp?langId=en.

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

Please see part E. in the SWIM Application form.

...the original cover letter?

There is no template. It is free text.

...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" point E.8. "Description of the action".

...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.

Could you please clarify which are the PROGRESS-participating countries for this call?

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

Is there a common template for the declaration of honour?

In the annexes of the on-line application you will find a link to a standard declaration of honour. You will be able to download it from the SWIM module.

Please could you tell me if a Legal Entity form and Financial Identification form is 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 only.

Which are the languages of submission of the application form and additional materials?

Applications may be submitted in any of the official languages of the European Union, but it would be helpful to apply in English, French or German in order to facilitate the organisation of the selection process.

Is there any budgetary limit?

There is no budgetary limit. However, please read with care points 4 and 5 of the call text and the Financial Guidelines.

I have a problem with SWIM: I cannot save the data on the Application form.

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

We cannot find the partnership / co-financing form to be filled in by the project's partners in the call documents. Do we have to make our own?

The application should be completed by the main applicant. If the project's partners are contributing in cash, they have to provide a signed letter of committing to provide co-funding, specifying the amount of each contribution. You may download a template from the SWIM application tool.

Is it necessary for partners to provide a copy of the official articles of association/statutes or is this only obligatory for the applicant organisation?

The above document should be used to prove the eligibility of the applicant organisation only - not the partners'. Please note that if the applicant organisation is a public law body, this document is not necessary.

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 national contribution to the project (20% of the total cost)? 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. 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 cofinancing?

The financing of costs by a private company is eligible as co-financing in as far as this involves partners in the project under the conditions defined in point 3.1 of the call (eligibility of the proposal).

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

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

Is it necessary to have a partner organisation in at least one other PROGRESS country? Yes, it is.

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 can be considered as a contribution in cash. For example staff costs: your organisation could decide to cofinance 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 organisation 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 fulfil the general criteria of eligibility (see point 3.2.1. on page 5 of the financial guidelines).

What is understood by "social experimentation"?

This call for proposals is about promoting social experimentation in the social policies falling within the open method of coordination applied to social protection and social inclusion (the social OMC) in the European Union.

The call offers applicants the possibility to develop "social experimentation" *stricto sensu*, whilst not excluding other methods of evaluation. Social experimentation enables comparison of policy outcomes for two or more groups randomly assigned to different policy regimes. For a description of methodology of social experimentation the following two academic papers may be consulted (amongst others): http://www.evidencebasedpolicy.org/docs/Orr-Basic Concepts of Social Experiments.pdf (in English), and http://www.ensae.org/gene/main.php?base=41&base2=1&detail_article=669 (in French).

In the context of this call for proposals, social experiments do not have to be uniquely new, and there is nothing that precludes using earlier experimentation as a point of departure. The experiments are intended to be undertaken on a small scale initially, because of uncertainty about their effects. They should be implemented in a way that ensures that effects are measurable. Experiments should then be capable of reproduction on a larger scale if results are convincing.

The text of the call stipulates that the projects should contribute to developing and testing socially innovative approaches to EU policy priorities in the context of the social OMC such as active inclusion, housing exclusion and homelessness, child poverty and social inclusion of migrants, social inclusion of young people, transition from institutional care to community-based alternatives (deinstitutionalisation) in respect of the elderly, children, persons with disabilities – including persons with mental health problems). The projects can deal with networking activities of those involved, evaluation of social experimentation, examination of the transferability aspects, or inventory of achievements within the European Union, or other.

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