



EUROPEAN COMMISSION
DIRECTORATE-GENERAL JUSTICE and CONSUMERS

Directorate A : Civil Justice
Unit A4 : Programme management

Frequently Asked Questions
JUST/2015/RDIS/AG/NRP2 - 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 Member States</u> 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.	Who can take part in the project as professional facilitator; could this facilitator be a civil servant?	<p>The professional facilitator must have the relevant diploma and/or experience, proven by c.v.</p> <p>If this is the case, the administrative status is not relevant; he/she may be a civil servant.</p>
4.	Is it possible to apply for less than EUR 65.000?	Yes.
5	Calculation of staff costs: <ul style="list-style-type: none"> - It is written in the Guide on page 64, that: “The Beneficiaries are requested to use the following method for calculating the staff costs. This method is embedded in the staff costs calculation sheet described in section IV.2.3 of this Guide. - The excel template is available on the website of DG Justice and Consumers, on the specific webpage for the respective call for proposals.” - The problem is that we did not find neither the section IV.2.3 in the guide, nor the excel template with the staff costs calculation sheet on the webpage of the call. 	<p>Indeed, there is a mistake in the guide. Instead of referring point IV.2.3 the guide should refer to point IV.3.4. The guide will be corrected in due course.</p> <p>The excel template is normally discussed and made available during the Kick-Off meeting with successful applicants as it is mainly used for reporting purposes. However, you are right and it should be made more visibly available to applicants already during the application preparation stage, so it will be introduced in the call website and you can use it for your staff costs calculations.</p>