



EUROPEAN COMMISSION  
DIRECTORATE-GENERAL  
REGIONAL AND URBAN POLICY  
Communication Unit

## **CALL FOR PROPOSALS**

2019CE16BAT117

***'Support for information measures relating to the EU Cohesion policy'***

## **Questions & Answers (Q&As)**

02/12/2019

You will find below a list of questions received for this call for proposals. Please note that the present document aims to complement and clarify the call for proposals and does not replace it. A Q&As document will be periodically published; applicants are invited to check this website regularly.

**Q1.** With reference to the below statement in p14 of the Guidelines for Applicants can you please clarify that in the case where VAT is recoverable by the contracting party (in the respective EU country) the costs quoted in response to this call for proposals should be exclusive of VAT. That is the contracting party will incur the VAT on the whole amount of the tender (ie the 80% and 20% of the costs). The contractor will then recover the VAT amount through VAT procedure in the EU country where it operates.

*Value added tax (VAT) is considered as eligible where it is not recoverable under the applicable national VAT legislation and is paid by a beneficiary other than a non-taxable person as defined in the first subparagraph of Article 13(1) of Directive 2006/112/EC on the common system of value added tax.*

**A1.** Ineligible VAT costs or any other type of ineligible cost should not be included in your proposal.

**Q2.** I have a doubt with the supporting documents documents for eligibility criterias for private entity, I would like to know what do you mean with "**extract from the official journal**"?

**A2.** Private companies can usually be identified by a set of references, attributed by the competent public authorities. Please submit a copy of an official document (Company Register, Official Gazette, etc.) showing the name of the Legal Entity, the address of the head office and registration number provided by the National Authority.

**Q3.** How many partners we can have?

**A3.** There is no restriction on the number of co-applicants or affiliated entities which can be included in a proposal. Other types of partnerships are not limited as well.

**Q4.** How many affiliated institutions we can have in the project?

**A4.** There is no restriction on the number of co-applicants or affiliated entities which can be included in a proposal.

**Q5.** Is it allowed to have partners or affiliated partners from other EU countries with whom we have already good cooperation in INTERREG projects?

**A5.** There is no restriction with regard to the country of co-applicants or affiliated entities which can be included in a proposal. Please note that lead and co-applicants must all be eligible as well as affiliated entities.

**Q6.** Is it necessary to carry the project with an affiliated entity if there are already 2 applicants for this project?

**A6.** There is no obligation to have affiliated entities.

**Q7.** Our company, as a legal entity, is composed of 2 separate media, one in French and one in English, with a different editorial content and different teams. Is it possible to declare them separately in the call for proposals, one as an applicant and the other as an affiliated entity?

**A7.** Every applicant, co-applicant and affiliated entity must have a distinct legal entity.

The affiliation resulting from control may be proved on the basis of the consolidated accounts of the group of entities the beneficiary and its proposed affiliates belong to.

The affiliation resulting from membership may be proved on the basis of the statutes or equivalent act establishing the entity (network, federation, association) which the beneficiary constitutes or in which the beneficiary participates.

**Q8.** Could you please confirm if, even in case of a proposal presented by a consortium, the application has to be signed only by the person authorised to enter into legally binding commitments on behalf of the **lead applicant** (and not by the co-applicants)?

**A8.** As mentioned under section 6.1 of the guidelines for applicants, *“Where proposals are submitted by several applicants, one applicant must assume the role of lead-applicant and is called the “coordinator”. The other members of the consortium involved in the application are called “co-applicants”. The coordinator is responsible for submitting the proposal.”* Therefore only the coordinator signs the application form.