EUROPEAN COMMISSION
DIRECTORATE-GENERAL
REGIONAL AND URBAN POLICY
Communication Unit

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CALL FOR PROPOSALS

2020CE16BAT012

Support for citizen engagement in the implementation of cohesion policy

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Questions & Answers (Q&As)

27/05/2020

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&A document will be periodically published; applicants are invited to check the following website regularly:
https://ec.europa.eu/regional_policy/en/newsroom/funding-opportunities/calls-for-proposal/

Q1. I do not find in the call any mention to the dimension of the project: local, national or European. We are working on a very interesting participatory process at local level in one specific territory (municipal level), that we would like to propose to this call. Would this level be enough or shall we demonstrate a wider geographical scope?

A1. There are no requirements regarding the geographical scope of a proposal. The project should demonstrate a clear link to the implementation of cohesion policy.

Q2. I understand that the citizens participation encouraged by the present call shall support the implementation of the cohesion policy and the ERDF, therefore following the proposed regulation COM(2018) 372 final, 29.5.2018 and related annexes. Is this correct?

So, basically, the project should be able to propose activities of citizens' participation aimed at implementing for instance, one or more of the policy objectives stated in the proposed regulation, for instance PO1 - smarter Europe, or PO2 - greener low carbon Europe, etc.

This could take form of practical activities, developed in a participatory manner with citizens, leading to the achievement of the expected results outlined in the annexes 2 and 3 of the regulation, for the respective PO. Did I get it right?

A2. The projects should promote active participation of citizens at the level of an operational programme, of a policy objective covered by the programme and/or of a specific objective. As indicated in Section 9. AWARD CRITERIA of the call for proposals, proposals will be evaluated among other criteria on their potential impact and capacity to demonstrate that they contribute directly to shape the implementation of cohesion policy.

Q3. The proposed regulation indicated here above refers both the cohesion policy and to the ERDF. However, the guidelines of the call refer to the cohesion policy in general. Being the ERDF a tool within the Cohesion Policy, I assume that our project could, if relevant, foresee the implementation of the provisions related to the ERDF specifically (art. 9 and 10 of the proposed regulation). Is this correct?

A3. The European Regional Development Fund (ERDF) is an integral part of cohesion policy and thus fall under the scope of this call for proposals.

Q4. I read that the submission must be done via email, sending the proposal in PDF. So, do you confirm that this is sufficient? The guidelines state also the possibility to

send the envelope by post, but I understand that this is not compulsory. Do you confirm?

A4. According to section 14 of the call for proposals, applications must be submitted by email. By way of exception, applications may be submitted by post. If you decide to send your application by email, it is not necessary to send it by post (and vice versa).

Q5. Would you be so gentle to explain the meaning of category 2 and 3 of costs indicated in the budget form?

A5. The different categories of costs in the budget form correspond to the eligible direct costs mentioned under section 11.2.1 of the call for proposals. It is up to the applicants to complete the categories regarding their needs.

Q6. Budget form - Does the budget form need to be signed and stamped?

A6. According to Section 14 of the call for proposals "Applications must be submitted in the correct form, duly completed and dated. They must be signed by the person authorised to enter into legally binding commitments on behalf of the applicant organisation".

It is however not necessary to sign and stamp the Estimated Budget - Annex 1 to the application form.

Q7. Financial guarantee and audit - The call text says that the costs of financial guarantees and audits are eligible. However, the call does not include information concerning the cases or ceilings in which a financial guarantee and an audit will be required. Is it necessary or advisable to include such costs in the budget?

A7. We understand that you refer to Section 11.2.1. Eligible direct costs which mentions the following :

"[…]

(e) costs arising directly from requirements imposed by the Agreement (dissemination of information, specific evaluation of the action, audits, translations, reproduction), including the costs of requested financial guarantees, provided that the

corresponding services are purchased in accordance with the rules on implementation contracts laid down in the grant agreement; […]".

Please note that this relates to costs arising directly from requirement imposed by the grant agreement. Financial guarantee are not requested. With regards to cost of audits, this relates to cases where a certificate on the financial statements and underlying accounts is requested in support of interim a request payment. As this is not the case, this means that it is not a requirement imposed by the grant agreement.

Q8. As we are going to submit our application online, we would like to have further information about the size of the pdf documents to be submitted (reference to page 15 of the Call for proposal).

Is there any size limit to the pdf files we have to upload?

Would it be useful to insert a Dropbox link of the files in order to download them directly from there?

A8. For security reasons, a Dropbox link (or any other link) will not be accepted. The applications must be sent in pdf format to the email address mentioned under section 14 of the call for proposals. If the size of the documents is too big, you can send several emails (clearly numbered).