



Questions and answers concerning the Call for proposals VP/2018/003

Please note that we can only answer questions related to the requirements of the call for proposals and the application process.

For reasons of equal treatment, Commission services cannot assess proposals at the publication stage nor help to draft proposals.

ELIGIBILITY OF APPLICANTS

Please note we cannot provide clarifications about the eligibility of a specific entity during the publication stage. The verification of the applicant's eligibility is the exclusive competence of the Evaluation Committee. The Evaluation committee can under no circumstances perform its duties prior to the submission of proposals.

When deciding to submit an application, the onus is on the applicant to provide the necessary supporting documents, establishing its eligibility with the requirements of the Call.

Applicants from which countries are eligible to submit proposals?

As stated in section 6.1.a) of the call for proposals, legal entities properly established and registered in EU Member States, Iceland, Norway, Albania, the Former Yugoslav Republic of Macedonia, Montenegro, Serbia or Turkey are eligible as lead applicant and co-applicants.

Can you confirm that (co-)applicants from candidate and potential candidate countries are eligible? Footnote on page 9 says that "Other candidate and potential candidate countries would also participate [..]. However, it is not yet confirmed".

(Co-)applicants from all candidate and potential candidate countries listed in section 6.1.a), i.e. Albania, the Former Yugoslav Republic of Macedonia, Montenegro, Serbia or Turkey, are eligible to apply. To verify the eligibility of candidates from other potential candidate countries, please contact the call secretariat at empl-vp-2018-003@ec.europa.eu.

Which entities can be lead applicants?

Section 6.1.b) of the call for proposals provides that lead or sole applicant must be one of the following:

- a) the **competent national public authority**, such as the ministry responsible for social protection; or
- b) a **public agency** expressly mandated in writing by the competent national authority to assume responsibility for the implementation of the action.

Should a proposal focus on issues of long-term care, can you confirm that a “competent national public authority” eligible as lead applicant can also be a ministry in charge of health when this ministry is a separate authority from the Ministry for labour and social affairs?

The competent national public authority is the authority responsible for the policy area of the proposed action. "Ministry responsible for social protection" is mentioned as an example.

Can the mandate be issued by a national authority other than ministry?

The competent national public authority, which can issue a mandate to a public agency, is the institution with the overall responsibility for the respective policy area. This is usually a ministry but could have a different status depending on how the national social protection administration is set up.

The mandate cannot be issued by another public agency (see below).

What is a public agency?

A public agency is a public body charged with implementing the policy in the respective area. These can include regulatory agencies, public trusts, service delivery agencies (such as social, employment or education services), advisory agencies, public institutes, development agencies etc. Depending on the organisation of the social protection system, different public agencies could be eligible as lead applicants, if they are mandated by the competent national authority.

Which entities can be co-applicants?

Public bodies and private entities (for profit and non-profit) are eligible as co-applicants.

Are municipalities eligible to apply?

Municipalities are eligible as co-applicants.

Are non-governmental organisations eligible to apply?

Non-governmental organisations are eligible as co-applicants.

Are international organisations eligible to apply?

No, international organisations are not eligible.

Do the proposals need to have a transnational component?

The proposals may have a transnational component, but it is not obligatory.

Is there a list of lead applicants who are looking for members of consortium?

No, there is no such list.

Is there a list of the competent national public authority (ministries) and public agencies with a mandate from such authorities from the EU Member States?

No.

Is it compulsory to have co-applicants?

No, it is not compulsory. A sole applicant is entitled to apply.

Does the Commission expect the mandating authority to take any liability for the financial sustainability of a proposed transnational project?

No. The mandate from the competent national authority to a public agency to assume responsibility for the implementation of the action does not constitute a financial commitment on part of the mandating authority.

ELIGIBILITY OF ACTIVITIES

Please note we cannot assess the eligibility of potential actions during the publication stage. Assessment of proposals is the exclusive competence of the Evaluation Committee. The Evaluation committee can under no circumstances perform its duties prior to the submission of proposals.

According to the text of the Call, activities which could be funded within the Lot "Access to social protection" include "Development of web-based tools providing individualised information on social protection entitlements in a Member State". Does this mean that such activity is possible only in a Member State or in the other countries that are eligible as lead applicant or co-applicant?

In accordance with point 6.2.a) of the Call, actions that are fully carried out in participating EaSI countries, i.e. EU Member States, Iceland, Norway, Albania, the Former Yugoslav Republic of Macedonia, Montenegro, Serbia or Turkey, are eligible for funding from this Call.

Would it be possible to pay the travel costs, accommodation and daily allowances for experts coming on a study visit?

Yes.

In the call, the planned signature of the grant agreement is September 2018. Would it be possible to put a later starting date in the project proposal?

Yes, the proposals can foresee a later starting date.

Will the Lot "National reform support" accept proposals that involve actions focusing on a specific branch of social protection?

Activities focusing on any branch of social protection can be eligible.

Is it sufficient for the expected output under Lot "National reform support" to focus on developing reform concepts only? Or does the Action also require a modelling component?

As described in section 2.2 of the Call, development of social policy modelling tools is one of potential activities that could be foreseen under the Lot "National reform support". It is not the only type of activity that can be foreseen, nor is it compulsory to include it.

REQUIREMENTS FOR APPLICATION

Please note we cannot provide assessment of potential actions during the publication stage. Assessment of proposals is the exclusive competence of the Evaluation Committee. The Evaluation committee can under no circumstances perform its duties prior to the submission of proposals.

What does the European Commission mean by “Is there a quality assurance plan?”

In this section of the description of action, the applicant should describe how the desired outcomes are defined in qualitative and quantitative terms and how they plan to measure the achievement of these targets and, if needed, take corrective action.

What level of detail is required for the financial sustainability?

In line with award criterion 5 "Sustainability of the project", the level of detail should be sufficient to demonstrate that the proposed action is sustainable beyond the grant period. For instance, the application should estimate the costs of pursuing the action or, where relevant, implementing it on a larger scale, indicate the potential sources of financing and the proposed strategy to ensure the continuity of the action.

In our response we will be referencing and expanding on ideas developed in a previous project. We will make reference to this in our report, but do we need to specify when we are reusing ideas from a previous project?

If an application reuses ideas developed in a previous project, this should be made clear in the application. In all cases, the proposals should respect the applicable copyright.

The applications should be self-explanatory, i.e., when building on previous work, the relevant ideas should be clearly described in the current application, instead of just referencing previous projects or publications.

FILLING IN THE APPLICATION FORM IN SWIM

How to use the document entitled "Description of the action and work plan"?

This is a template that the applicants should follow to provide structured information on how their proposal meets the criteria of the call for proposals. The applicants should fill in the template, answering the 10 questions included, and annex it to the application (both in SWIM and on paper).

Annex H.2 "Summary balance sheet and profit loss account" is mandatory, but the applicant is a public body and the call provides that the verification of financial capacity does not apply to public bodies.

If the applicant is a public body, please upload a text document containing the text from the call ("the verification of financial capacity will not apply to public bodies") and indicating that the applicant is a public body.

In the INCOME section, co-applicant and third party contributions must be filled in. What to do if there is only one applicant?

If there is only one applicant, please indicate co-applicant and third party contributions as "0".