

FREQUENTLY ASKED QUESTIONS - VP/2012/010

1) [...] Is it possible to submit joint proposals?

A proposal must be submitted by a single applicant. The applicant is free to involve other institutions and organisations as partners and/or subcontractors.

2) [...] Who can be the applicant?

Point 3.1.b) of the call states that the applicant must be "the competent national public authority or a public agency expressly mandated in writing by the competent national authority to assume responsibility for the implementation of the action".

Referring to point 1.3 of the call:

The purpose of the call is to support Member State authorities in developing their capacity for monitoring and modelling trends in their pension systems and for designing and modelling reforms aimed at strengthening the adequacy, sustainability and safety of pension systems.

Therefore for the purposes of this call:

- "the competent national public authority" is presumed to be the competent national ministry of a PROGRESS participating country;

- "a public agency expressly mandated in writing by the competent national authority" is presumed to be a public administration body involved in policy development and implementation, which has been expressly mandated by the national ministry to submit the proposal.

Institutions and organisations that do not fulfil these eligibility criteria may be involved in the proposal as partners and/or subcontractors.

3) [...] Can there be a proposal from different Member States?

A proposal must be submitted by a single applicant, but may involve partners from other PROGRESS participating countries. According to the Objectives of the call (point 1.3), strands II and III in particular aim to facilitate access to experience and expertise from other countries and international organisations.

4) [...] Can an international organisation submit a proposal?

According to point 3.1 of the call, the applicant must be the competent national authority or mandated agency, thus international organisations are not eligible to submit a proposal. The applicant may decide to involve an international organisation in the proposal as a partner.

5) [...] Can a proposal cover more than 1 strand of action?

Yes. A proposal can cover more than 1 strand of action, provided that the limit of 1 proposal from Member State per strand is respected.

6) [...] Can public authorities indicate the staff costs as "co-financing in cash"?

The costs of the organisations permanent staff who work directly on the project may be indicated as part of the co-financing (but only for the time they actually worked on the project). Please see as well point 3.2. of Annex II.

7) [...] What is meant by a "cash contribution" and a "contribution in kind"?

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 in the project can be considered as a contribution in cash. For example staff costs: your organisation could decide to co-finance 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. of Annex II).

8) [...] Can an application be submitted with provisional subcontractors?

At the time of the application provisional subcontractors can be mentioned, provided they will abide by the rules of the call and Annex II.