



EUROPEAN UNION

Delegation of the European Union to Bosnia and Herzegovina

## **Clarification No. 1**

Project Title: Support to issue based NGO networks

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### **Question 1:**

Do we have to provide and how many percents of our own financial resources in a case we decide to participate in the Call for Support to issue based NGO networks.

### **Answer 1:**

Please refer to the Guidelines for the applicants, section 1.3 "financial allocation provided by the Contracting authority". Please also see section 2.1.4

### **Question 2:**

Is NGO started and registered in this fiscal year (2010) eligible to be leading partner in NGO network, having in mind that such NGO does not have certified PNL and Balance Sheet statements?

### **Answer 2:**

In the interest of equal treatment of applicants, the Contracting Authority cannot give a prior opinion on the eligibility of an applicant, a partner, an action or specific activities.

### **Question 3:**

What documents is Applicant obliged to send together with the Concept Note? Is Partnership Statement necessary to be sent with Concept Note?

**Answer 3:**

Please refer to the article 2.2.1 Concept note content of the Guidelines for grant applicants.

**Question 4:**

Is it possible that part of the proposed budget is delegated to implementation showcase project/action (best practices) in public institution (hospitals, schools etc)?

**Answer 4:**

In the interest of equal treatment of applicants, the Contracting Authority cannot give a prior opinion on the eligibility of an action.

**Question 5:**

The deadline for the submission of Concept Note is 30<sup>th</sup> July 2010 as evidenced by the date of dispatch, the postmark or the date of the deposit slip. In the case of hand-deliveries, the deadline for receipt is at 16:00 hour's local time as evidenced by the signed and dated receipt. Any Concept Note submitted after the deadline will automatically be rejected.

Does this mean that we can submit the Concept Note by registered mail on Monday 5 July before 16:00hrs local time? Meaning the stamp which shows the date and time of the postmark is accepted as correct? It does not mean that the Concept Note has to be on your desk on Monday 5 July at 16:00hrs local time.

**Answer 5:**

Please refer to article 2.2.3 of the guidelines. The deadline for submission of concept notes is 30<sup>th</sup> July 2010.

In case of hand-deliveries please note that there is a discrepancy between article 2.2.3 and the timetable in article 2.5.2. The correct time by which Concept Notes must be submitted is **14:00** of 30<sup>th</sup> of July 2010.

**Question 6:**

How many organizations from Bosnia can be in network? Do we have to include one organization from EU?

**Answer 6:**

Minimum number of the network member is 5. There have to be minimum 4 organizations from Bosnia and Herzegovina. You do not have to include any organization from the EU, but you can if you want. There is no requirement that network must have a partner from the EU.

**Question 7:**

Do all network members involved in project implementation have to be partners (signed partnership statement, registered in PADOR, fulfilling eligibility criteria), or just four of them could be partners, while other network members are associates?

**Answer 7:**

All partners must fulfil the same criteria as applicants. Associates do not have to meet the eligibility criteria referred to in section 2.1.1. of the Guidelines for the Applicants. The associates have to be mentioned in Part B section IV - "Associates of the Applicant participating in the Action" of the Grant Application Form.

**Question 8:**

We, Partnership for Public Health, are leaders and applicants in this project. But, our partners in network are those who are going to provide additional 10% of funds for this project. Is that to cause us any problems in application process?

**Answer 8:**

In one project proposal both, applicant and partners are considered as one. Therefore, it does not matter who will provide 10% contribution, it only matters that the financial contribution from the Contracting authority does not exceed 90% of the total project value.

**Question 9:**

In the guidelines it is indicated that ineligible costs are the following: financial services cost (bank charges, cost of guarantees and similar charges). Does that mean that costs of bank transactions which are directly related to the payment of the project costs are also ineligible?

**Answer 9:**

That is correct. Costs of bank transactions are ineligible costs.

**Question 10:**

We are running network of Civil society organizations active in cooperation with government authorities in the field of education and science. Are we eligible to submit proposal on a/m Call.

**Answer 10**

In the interest of equal treatment of applicants, the Contracting Authority cannot give a prior opinion on the eligibility of an applicant, a partner, an action or specific activities.

**Question 11:**

What is an issue-based NGO, exactly? If it is an NGO which works on a specific topic than which NGOs can be described as none-issue-based?

**Answer 11:**

In the interest of equal treatment of applicants, the Contracting Authority cannot give a prior opinion on the eligibility of an applicant, a partner, an action or specific activities.

**Question 12:**

The open call states that this tender will give support to networks. Does this mean that single NGOs not belonging to any network cannot apply and get funds?

**Answer 12:**

In the interest of equal treatment of applicants, the Contracting Authority cannot give a prior opinion on the eligibility of an applicant, a partner, an action or specific activities.

**Question 13:**

Since the applicants can be institutions of high education do they need to have PADOR registration, and which documents must be delivered?

**Answer 13:**

The institutions of high education who want to apply to this Call for Proposals must have a PADOR registration. Registration procedure defines which documents have to be uploaded.