



EUROPEAN UNION

DELEGATION TO BOSNIA AND HERZEGOVINA

CLAIFICATION No. 1 to Call for Proposals

Call for Proposals Title: EU4ALL

Publication reference: EuropeAid/170857/DD/ACT/BA

Question 1: Size of grants - Any grant requested under this call for proposals must fall between the same minimum and maximum amounts. Does this mean that size of grants are fixed and for LOT 1 is 1.7 mil EUR or LOT 2 and 3 is 150 000 EUR?

Answer 1: It means that the amount to be requested from the contracting authority is fixed to 1.7 million EUR for Lot 1, 150 000 EUR for Lot 2, and 150 000 EUR for Lot 3.

Question 2: Duration - The initial planned duration of an action may not be lower than 36 months nor exceed 36 months for LOT 1. Does this mean that duration of action must be 36 months?

Answer 2: Correct, for Lot 1, the duration must be 36 months.

Question 3: In order to be eligible for a grant could the lead applicant be Local Non Governmental Organisation?

Answer 3: According to the conditions set out in the Guidelines for applicants, Section 2.1.1., the lead applicant, among other conditions, must be a specific type of organisation such as: **international (inter-governmental) organisation** as defined by Article 156 of the EU Financial Regulation and **Non Governmental Organisation**. There is no further restriction regarding local or international Non Governmental Organisations.

Question 4: As stated in the Guidelines (Annex A - EU4ALL Guidelines document), applications must be submitted in accordance with the concept note instructions in the grant application form (Annex A.1) annexed to the Guidelines (Annex A). However, we have not been able to find the Annex A.1 among other documents published on the official EC portal for Proposals and Tenders. Therefore, we would like to kindly ask you to instruct us where to look for the mentioned document, Annex A.1?

Answer 4: Corrigendum No 1 to Call for proposals was published in this regard on 14th January 2021.

Question 5: In the grant call, you indicated "Please note that in case of different maximum co-financing rate for local and non-local organisations, international organisations are not entitled to claim the

maximum co-financing rate as they may never be considered as a local organisation even though they have local offices or headquarters established in the country."

As a XXX organization we wanted to apply for this grant call and we have two questions. Our first question is; are we taken as international organization or non-local organization? Do they have the same meaning?

Our second question is: if we are counted as an international organization, what is the maximum percentage of total eligible costs of the action that we can request under this call?

Answer 5: With the reference to the first question, the definition of international organisation is provided in the CfP Guidelines, section 2.1.1., footnote no.6.

With the reference to the second question, there is no difference under the present Call with regards to the co-financing and as such the maximum co-financing percentage for international organisations and other types of organisations is the same.

Question 6: Are municipalities from Bosnia and Herzegovina eligible as applicants in this call for proposals?

Answer 6: Please refer to the Guidelines for applicants, Section 2.1.1. Please also see answer 3.

Question 7: Is a non-governmental organization eligible to apply to LOT1?

Answer 7: Please refer to the Guidelines for applicants, Section 2.1.1. Please also see answer 3.

Question 8: We would like to apply for purchase of equipment for an educational Centre but this Centre is on our land, so it is not on public property?

Answer 8: The listed activities in section 2.1.4 are an indication of the type of activities an applicant could be asked to implement. The applicant is not expected to propose/identify the individual activities at the stage of the project proposal, as the EU Delegation to BiH will have the lead role in identification of the activities to be financed through the grant.

Question 9: Can a school take part in the call as lead applicant?

Answer 9: Please refer to the Guidelines for applicants, Section 2.1.1. Please also see answer 3.

Question 10: What does this mean (page 12 of the guidelines: Applicant is not expected to propose/identify the individual activities at the stage of the project proposal, as the EU Delegation to BiH will have the lead role in identification of the activities to be financed through the grant)?

Answer 10: It means that the applicant, if awarded a contract, will be asked by the EU Delegation to BiH to implement activity in the local community when need for particular activity is identified by the Contracting Authority (EU Delegation to BiH).

Question 11: During the info session it was confirmed that no sub-granting is allowed. How does this work for LOT 1 when 50% of the budget goes to small projects?

Answer 11: Article 2.1.4 of the guidelines indicate that: “Applicant may not propose financial support to third parties”. This means that if awarded a contract, the beneficiary is expected to implement the individual activities identified by the Contracting Authority (EU Delegation to BiH), including the secondary procurement and implementation of each activity, as part of the overall action. Note that the Guidelines **do not** have a provision that “50% of the budget goes to small project”.

Question 12: In accordance with the criteria no.3, we can conclude that municipalities (municipal administrations) CAN NOT apply. Is it correct?

Answer 12: Please refer to the Guidelines for applicants, Section 2.1.1. Please also see answer 3.

Question 13: Is LOT 1 exclusive when it comes to interventions - only infrastructure-related interventions are allowed and no soft interventions (trainings, awareness raising) can be proposed?

Answer 13: Please refer to the Types of activity which may be financed under Lot 1. Although the list is non-exhaustive, the aim of the Lot 1 are small/medium sized infrastructure related interventions in the local communities.

Question 14: What about VAT - is it reimbursable?

Answer 14: Taxes, including value added tax, are not eligible cost under this Call. The European Commission and Bosnia and Herzegovina have agreed in the Framework Agreement between Bosnia and Herzegovina and the European Commission on the arrangement for implementation of the Union’s financial assistance to Bosnia and Herzegovina under the Instrument for Pre-Accession Assistance (IPA II) (hereinafter Framework Agreement) to fully exempt the following taxes: import duties, value added tax and other indirect taxes and levies and/or charges having equivalent effect.

For more information, please refer to Annex J: Information on the tax regime applicable to grant contracts signed under the call, published as part of this Call for proposals.

Question 15: Can partners be from another entity or only from the entity from which we are applying? It's question for LOT2 and LOT3

Answer 15: Partners can come from different location within the eligible countries (as stated in 2.1.1. of the Guidelines) as long as the action is taking place at the location indicated for each Lot in the Guidelines for applicants.

Question 16: In order to be eligible for a grant could the lead applicant be Local Non Governmental Organisation?

Answer 16: Please refer to the Guidelines for applicants, Section 2.1.1. Please also see answer 3.

Question 17: Can national NGOs apply?

Answer 17: Please refer to the Guidelines for applicants, Section 2.1.1. Please also see answer 3.

Question 18: What do you mean by non governmental organization (example please)?

Answer 18: A non-governmental organisation (NGO) is a non-profit organisation that functions independently of any government. NGOs, sometimes called civil society organisations (CSOs), are organised at either community, or/and national or/and international levels.

Question 19: Under LOT 1, the financing benchmarks are set at max 1.700.000, min 1.700.000 and min. 70 % of total eligible costs, max 100 % of the total eligible cost. Can you please clarify?

Answer 19: The size of the requested EU contribution under LOT 1 is set at EUR 1 700 000. The EU contribution requested must fall between 70% and 100% of the total eligible costs of the action (amount requested from the contracting authority + the amount financed from other sources of financing).

Question 20: Can the percentage of co-financing influence the evaluation?

Answer 20: The percentage of the co-financing does not influence the evaluation of the applications.

Question 21: Clarify how you will assess the proposals? What criteria will be applied to the proposed activities?

Answer 21: As stated in the Section 2.3. of the Guidelines, Evaluation and selection of applications, the evaluation of the concept notes will be conducted as per the evaluation grid for the concept note and full applications will be assessed as per the evaluation grid for the full application evaluation.

Question 22: In LOT 2 Thematic events/promotions activities are in RS and Brcko district. In LOT 3 Thematic events/promotions activities are in BiH and Brcko district. Does the lot FBiH in LOT 3 refers to the entire country or only to Federation of Bosnia and Herzegovina?

Answer 22: LOT 3 relates to activities to be implemented in the Federation of Bosnia and Herzegovina and in Brcko District.

Question 23: LOT 1: Infrastructure works. Is it exclusive? No other types of interventions under LOT 1 (eg soft interventions, trainings etc) allowed in addition to works?

Answer 23: Please see answer 13.

Question 24: I cannot find any statement in the Guidelines that sub-granting (LOT1) is not allowed and that the Action has to sub-grant min. 50% of the budget. Can you please clarify?

Answer 24: Please see answer 11.

Question 25: Is LOT 2 also for BiH? Is there a mistake in the guidelines? Or is LOT 2 only for RS and Brcko district?

Answer 25: Activities related to LOT 2 will be implemented in Republika Srpska and Brcko District. Please also see answer 22.

Question 26: How many applicants would have an opportunity to be funded for example on LOT 1?

Answer 26: The aim of the Call is to conclude three grant contracts; one under the each lot.

Question 27: Could you please clarify the last paragraph under 2.1.4 Eligible actions?

Answer 27: Please see answer 10.

Question 28: Since one of the priorities of the call is reconstruction/adaptation of social centres, is any kind of general agreement on this support made between the Delegation and the Ministries for Social Welfare of the two entities, that the applicants could quote, base their actions upon?

Answer 28: There is no such agreement.

Question 29: I am writing you on behalf of XXX Foundation to ask you if is it possible that leading applicant for EU4All grant is Bosnian non-profit/non-governmental organization? We aren't sure is it that it must be international / inter-governmental or it can be national non-profit/non-governmental organization. We have potential leading applicant but it isn't international or inter-governmental organization and this information will help us in our decision making.

Answer 29: Please refer to the Guidelines for applicants, Section 2.1.1. Please also see answer 3.

Question 30: Is it obligatory for the lead applicant to be an international organisation or it could be our institution in cooperation with the president of Republika Srpska as a financial guarantor?

Answer 30: Please refer to the Guidelines for applicants, Section 2.1.1. Please also see answer 3.

Question 31: Our question refers to the Article 4 of the Annex II — Reporting and payment arrangements. What percentage (%) of the final amount of direct eligible costs of the action established in accordance with Articles 14 and 17 of Annex II, the Contracting Authority may withhold until after the Final Report is approved?

Answer 31: Please refer to General Conditions, article 15, as part of the standard grant contract; the total amount of pre-financing cannot exceed 90% of the grant amount. The final amount to be paid is calculated based on the total amount of eligible expenditure, while the total amount paid can never be more than the grant amount.

Question 32: Our question refers to the Article 2.1.4 of the Guidelines for applicants — Eligible actions Sectors or themes. The actions must relate to the increase of awareness and visibility of EU integration process in local communities of Bosnia and Herzegovina across two main sectors that will be supported by the types of actions to be financed under this call. In light of the above, could you please specify what are the “two main sectors”?

Answer 32: The two main sectors are:

- 1) Lot 1: Adaptation, (re)construction of local communities' facilities and/or public areas and/or provision of needed equipment and/or supplies;
- 2) Lot 2 and Lot 3: Thematic events/trainings/workshops/promotion activities in local communities related to EU integration process

The non-exhaustive list of activities under Lot 1 and Lot 2 and 3 are indicated in the section 2.1.4 Eligible actions, Types of activity.

Question 33: Our question refers to the Article 2.1.4 of the Guidelines for applicants — Eligible actions - Types of activity. Please note that the above listed activities are just an indication of what type of activities an applicant could be asked to implement. Applicant is not expected to propose/identify the individual activities at the stage of the project proposal, as the EU Delegation to BiH will have the lead role in identification of the activities to be financed through the grant. In light of the above, could you please indicate what will be the “modus operandi” in the implementation phase for identification of the activities to be financed through the grant?

Answer 33: Please see answer 10.

Question 34: Our question refers to the Annex B: Budget. Could you please provide advice or example of approved similar Action to understand the share of eligible costs (%) under headings Subtotal Human Resources and Subtotal Local office in a Subtotal direct eligible costs of the Action?

Answer 34: The Contracting Authority cannot provide the example of such documents or give advice on the matter.

Question 35: Our question refers to the Article 2.2.1 of the Guidelines for applicants — Concept note. Content in the concept note, lead applicants must only provide an estimate of the requested EU contribution as well as an indicative percentage of that contribution in relation to the eligible costs of the action. own contributions by the applicants can be replaced by other donors' contributions at any time. Please, confirm could the own contribution by the applicant be lower than 10% of the total eligible costs of the action at the stage of Concept Note, and increase in the implementation phase if replaced by other donors' contributions?

Answer 35: Yes, that is possible, however, all changes introduced have to be justified and in conform to the provisions of the Guidelines and later the grant contract. The final budget of the action will be set before the contract signature.

Question 36: Can NGOs apply for the grant or are potential applicants public organisations and non-profit bodies only?

Answer 36: Please refer to the Guidelines for applicants, Section 2.1.1. Please also see answer 3.

Question 37: Is secondary school acceptable as an applicant (Lot 1 for the adaptation of the building and the procurement of equipment) or should the applicant be a unit of local self-government since the school building is owned by the municipality?

Answer 37: Please refer to the Guidelines for applicants, Section 2.1.1. Please also see answer 3.
