

**FAQ (Frequently asked questions) from the Info sessions organized on 10.09.2020
in Albania, Kosovo, Montenegro, North Macedonia, and Serbia**

Question* (applicable for Serbia): Is cooperation with provincial government and implementation of the project on provincial level eligible?

Answer: Yes.

Question: Are CSOs without prior experience in project management eligible to apply?

Answer: No. The applicants need to have at least 1 year of experience in project management in the country where they are registered and are implementing their activities.

Question: What is the mandatory recommended number of minimum and maximum partners?

Answer: One CSO can apply on its own without a partner. There is no limit to the maximum number of partners, but for each partner it should be properly shown how they will be involved and what is the added value of their contribution to the project.

Question: Are local and / or national public institutions eligible as partners?

Answer: Yes, local and / or national public institutions are eligible as partners, but are not eligible as project applicants. Their commitment as partners should be shown through a written confirmation (eg. letter of support, memorandum of cooperation, etc.) in order to verify their direct meaningful involvement within the project.

Question: Is partnership with local and/or national public institutions mandatory?

Answer: Partnership with a local or national public institution is not mandatory, but applications that have a partnership with them will receive advantage. When creating a partnership, the obligations of each party should be clearly defined within the framework of the project.

Question: Can we partner up with more than two public institutions which are interlinked?

Answer: Partnership with more than two public institutions is eligible. Applications which include as partners local and/ or national public institutions, will be given a priority in the selection process.



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Question: Can the e-gov. support centers be established at a local level?

Answer: Yes. Applicants can form partnerships with local institutions. Please have in mind to ensure that if the local institution you are partners with does not provide e-services, the citizens coming from those municipalities benefit from central institutions e-services.

Question: Can CSOs working directly on socialization and activities with children with special needs be included in the Call?

Answer: All interested CSOs that meet the requirements set out in the Call are encouraged to apply on the Call.

Question: Will the CSO working on the project implementation have any training?

Answer: Yes. Capacity building activities will be held for the awarded sub-grantees, and they will have ongoing support and mentorship during the project implementation.

Question: Can CSOs from North Macedonia, Albania and Kosovo apply together?

Answer: No. Each applicant should apply in the country where they are registered, where they should also foresee the implementation of their activities.

Question: Will the evaluators take in consideration the division of awarded grants into regions?

Answer: Yes.

Question: Should LOT 1 Call projects be in line with any of ICEDA's 5 objectives or only specific ones?

Answer: Applications do not necessarily need to focus on all 5 goals, but they can chose from those provided in the Call.

Question: Should co-financing be provided?

Answer: Providing co-financing is not one of the mandatory requirements under the Call.

Question: Is "sub-contracting" a justified cost?

Answer: Sub-granting is not allowed. In terms of concluding contracts with individuals / hiring experts within the project activities for your application, it is a justified cost.



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Question: What costs fall under Human Resources (30%)?

Answer: Costs for "Human Resources" refer to the persons who are engaged in the implementation of the project, whether they receive a salary or a honorary fee. When filling out the budget table, this breakdown should be demonstrated appropriately.

Question: Are activities such as purchasing equipment / software modernization supported?

Answer: Budgeting for the purchase of equipment within the application is allowed, provided that the need for it is well explained and justified. The budget limit for equipment procurement is up to 5000 EUR. The procurement of the purchase of equipment should take place through a tender procedure which will be explained to the awarded sub-grantees at the first inception meeting.

Question: Can people hired by sub-grantees be employed in public education as professors or public servants?

Answer: Salaries of employees in a public institution are not a justified cost. If people who are employed in a public institution are hired on a part-time basis, it is recommended to include in the agreements with the experts a clause that the project work is within their free time and that no public funds and / or resources are used for the engagement.

Question* (applicable for Montenegro): Do you mediate in the tax exemption procedure?

Answer: The sub-grantee is obliged to register the project to the Ministry of Foreign Affairs and the EU Delegation in Montenegro.

NB: Interested potential applicants are invited to share their questions on the e-mail iceda@metamorphosis.org.mk the latest by 15.09.2020.



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