



CORRIGENDUM 1
TO
GUIDELINES FOR APPLICANTS

Call for proposals reference: EuropeAid/153330/DD/ACT/RS

Title: Provision to the improvement of living conditions of IDPs and returnees from readmission process in Serbia and support to the sustainable return to Kosovo*

Type of procedure: Restricted

Cover page:

Deadline for submission¹ of concept notes: 15/11/2016 at 15:00 CET

Is replaced by

Cover page:

Deadline for submission¹ of concept notes: 27/12/2016 at 15:00 CET

2.1.1 Eligibility of applicants (i.e. lead applicant and co-applicant(s))

Lead applicant

(1) In order to be eligible for a grant, the lead applicant must:

- be legal persons **and**
- be non-profit-making **and**
- be civil society organisations² **and**

¹ **Online submission via PROSPECT is mandatory for this call for proposals (see Section 2.2.2).** In PROSPECT all dates and times are expressed in Brussels time. Applicants should note that the IT support is open Monday to Friday from 08:30 to 18:30 Brussels time (except for public holidays). Applicants should take note of the weekly maintenance hours mentioned in the PROSPECT user manual.

² **Online submission via PROSPECT is mandatory for this call for proposals (see Section 2.2.2).** In PROSPECT all dates and times are expressed in Brussels time. Applicants should note that the IT support is open Monday to Friday from 08:30 to 18:30 Brussels time (except for public holidays). Applicants should take note of the weekly maintenance hours mentioned in the PROSPECT user manual.

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- be established in³ a Member State of the European Union or, in a country covered by the Article 10 of the IPA Regulation⁴ **and**
 - be directly responsible for the preparation and management of the action with the co-applicant(s) and affiliated entity(ies), not acting as an intermediary **and**
 - in case the applicant is a CSO not established in Serbia, it must act with at least one co-applicant that is established in Serbia.
- (2) Potential applicants may not participate in calls for proposals or be awarded grants if they are in any of the situations listed in section 2.3.3 of the Practical Guide;
In Annex A.2, section 5 ('declaration by the lead applicant'), the lead applicant must declare that the lead applicant himself, the co-applicant(s) and affiliated entity(ies) are not in any of these situations. The lead applicant must act with at least one co-applicant.
If awarded the grant contract, the lead applicant will become the beneficiary identified as the Coordinator in Annex E3h1 (Special Conditions). The Coordinator is the main interlocutor of the Contracting Authority. It represents and acts on behalf of any other co-beneficiary (if any) and coordinate the design and implementation of the action.

Co-applicant(s)

At least one co-applicant is mandatory for this Call for Proposals. In case the lead applicant is a CSO not established in Serbia, it must act with at least one co-applicant that is established in Serbia.

Co-applicants participate in designing and implementing the action, and the costs they incur are eligible in the same way as those incurred by the lead applicant.

Co-applicants must satisfy the eligibility criteria as applicable to the lead applicant.

In addition to the categories referred to in section 2.1.1, the following are however also eligible:

- Towns (Cities);
- Municipalities.

Maximum number of co-applicants and/or affiliated entities must not exceed 3.

Co-applicants must sign the mandate in Annex A.2., section 4.

If awarded the grant contract, the co-applicant(s) (if any) will become beneficiary (ies) in the action (together with the Coordinator).

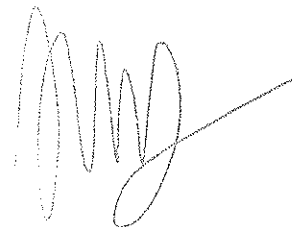
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2.1.1 Eligibility of applicants (i.e. lead applicant and co-applicant(s))

Lead applicant

(1) In order to be eligible for a grant, the lead applicant must:

- be legal persons **and**



² The broadest possible understanding about civil society organisations is applied under this call for proposals, as defined in 1999 by the European Economic and Social Committee (CES/1999/851) and further detailed by both the EESC (CES/1999/851, CES/2000/81) and the EC (COM/2002/0704 final, COM/2005/0290 final).

³ To be determined on the basis of the organisation's statutes that should demonstrate that it has been established by an instrument governed by the national law of the country concerned and that its head office is located in an eligible country. In this respect, any legal entity whose statutes have been established in another country cannot be considered an eligible local organisation, even if the statutes are registered locally or a 'Memorandum of Understanding' has been concluded.

⁴ Regulation (EU) N°236/2014 of the European Parliament and of the Council of 11 March 2014 laying down common rules and procedures for the implementation of the Union's instruments for financing external action

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- be specific type of organization such as: municipality of Republic of Serbia, city municipality of Republic of Serbia or town of Republic of Serbia, civil society organisations⁵ **and**
 - be established in⁶ a Member State of the European Union or, in a country covered by the Article 10 of the IPA Regulation⁷ **and**
 - be directly responsible for the preparation and management of the action with the co-applicant(s) and affiliated entity(ies), not acting as an intermediary **and**
 - in case the applicant is a CSO not established in Serbia, it must act with at least one co-applicant that is established in Serbia.
- (2) Potential applicants may not participate in calls for proposals or be awarded grants if they are in any of the situations listed in section 2.3.3 of the Practical Guide;

In Annex A.2, section 5 ('declaration by the lead applicant'), the lead applicant must declare that the lead applicant himself, the co-applicant(s) and affiliated entity(ies) are not in any of these situations.

The lead applicant must act with at least one co-applicant.

If awarded the grant contract, the lead applicant will become the beneficiary identified as the Coordinator in Annex E3h1 (Special Conditions). The Coordinator is the main interlocutor of the Contracting Authority. It represents and acts on behalf of any other co-beneficiary (if any) and coordinate the design and implementation of the action.

Co-applicant(s)

At least one co-applicant is mandatory for this Call for Proposals. In case the lead applicant is a CSO not established in Serbia, it must act with at least one co-applicant that is established in Serbia.

Co-applicants participate in designing and implementing the action, and the costs they incur are eligible in the same way as those incurred by the lead applicant.

Co-applicants must satisfy the eligibility criteria as applicable to the lead applicant.

If the lead applicant is a municipality, it must act with a civil society organisation as co-applicant. Other co-applicants may participate.

If the lead applicant is a civil society organisation, it must act with a municipality of Republic of Serbia or city municipality of Republic of Serbia or town of Republic of Serbia as co-applicant.

Other co-applicants may participate. However, maximum number of co-applicants and/or affiliated entities must not exceed 5.

Co-applicants must sign the mandate in Annex A.2., section 4.

If awarded the grant contract, the co-applicant(s) (if any) will become beneficiary (ies) in the action (together with the Coordinator).

⁵ The broadest possible understanding about civil society organisations is applied under this call for proposals, as defined in 1999 by the European Economic and Social Committee (CES/1999/851) and further detailed by both the EESC (CES/1999/851, CES/2000/81) and the EC (COM/2002/0704 final, COM/2005/0290 final).

⁶ To be determined on the basis of the organisation's statutes that should demonstrate that it has been established by an instrument governed by the national law of the country concerned and that its head office is located in an eligible country. In this respect, any legal entity whose statutes have been established in another country cannot be considered an eligible local organisation, even if the statutes are registered locally or a 'Memorandum of Understanding' has been concluded.

⁷ Regulation (EU) N°236/2014 of the European Parliament and of the Council of 11 March 2014 laying down common rules and procedures for the implementation of the Union's instruments for financing external action

2.1.4 Eligible actions: actions for which an application may be made

Types of activity – Lot 2:

The “National Strategy for resolving the issues of refugees and IDPs” foresees return and integration, as the two main directions for solving the issues of these groups. The Strategy envisages the implementation of various projects that would provide their living conditions and social inclusion of IDPs. At the same time it is necessary to recognize programmes that will facilitate the employment of IDPs. These programmes should include provision of vocational training for IDPs and returnees from Readmission in accordance with the requirements of the labour market, as well as outreach campaign and assistance regarding administrative issues. The similar actions are foreseen in The Strategy of Returnees Reintegration based on the Readmission Agreement.

Types of activity which may be financed under this call are the following:

- Plan and implement outreach campaign
- Review return-related selection criteria and identify IDP returnees and returnees’ communities
- Conduct Go and See Visits to Kosovo*
- Provide assistance regarding relocation administrative issues;
- Provide transportation to return spots;
- Design and deliver training programmes;

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Types of activity which may be financed under this call are the following:

- Plan and implement outreach campaign
- Review return-related selection criteria and identify IDP returnees and returnees’ communities
- Conduct Go and See Visits to Kosovo*
- Provide assistance regarding relocation administrative issues;
- Provide transportation to return spots;
- Design and deliver training programmes;
- Provision of grants for income generation activities and assistance kits for returnees’ families

For all lots

Location

Actions must take place only in the Republic of Serbia.

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For all lots

Location

Actions must take place only in the Republic of Serbia. Should the activities described in the project proposal involve activities in countries outside Serbia, the expenses incurred in this way shall be considered eligible if such activities deemed appropriate.

2.2.3 Deadline for submission of concept notes

The deadline for the submission of concept notes is on 15/11/2016 at 15:00 CET (Brussels date and time).

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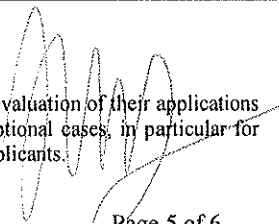
2.2.3 Deadline for submission of concept notes

The deadline for the submission of concept notes is on 27/12/2016 at 15:00 (Brussels date and time).

2.5.2 Indicative timetable

	DATE	TIME
1. Information meeting, if any (local time)	See Section 2.2.4	See Section 2.2.4
2. Deadline for requesting any clarifications from the Contracting Authority	25/10/2016	16:00 hrs
3. Last date on which clarifications are issued by the Contracting Authority	04/11/2016	-
4. Deadline for submission of concept notes	15/11/2016	15:00 hrs
5. Information to lead applicants on opening, administrative checks and concept note evaluation (Step 1)	February 2017*	-
6. Invitations to submit full applications	February 2017*	-
7. Deadline for submission of full applications	April 2017*	-
8. Information to lead applicants on the evaluation of the full applications (Step 2)⁸	April 2017*	-
9. Notification of award (after the eligibility check) (Step 3)	May 2017*	-
10. Contract signature⁹	June 2017*	-

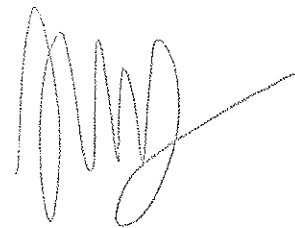
⁸ Note that according to the financial regulation, in direct management, applicants must be notified the outcome of the evaluation of their applications within 6 months following the submission deadline of the full application. This time-limit may be exceeded in exceptional cases, in particular for complex actions (including multi-beneficiary calls), large number of proposals or in case of delays attributable to the applicants.



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2.5.2 Indicative timetable

	DATE	TIME
1. Information meeting, if any (local time)	See Section 2.2.4	See Section 2.2.4
2. Deadline for requesting any clarifications from the Contracting Authority	06/12/2016	16:00 hrs
3. Last date on which clarifications are issued by the Contracting Authority	16/12/2016	-
4. Deadline for submission of concept notes	27/12/2016	15:00 hrs
5. Information to lead applicants on opening, administrative checks and concept note evaluation (Step 1)	March 2017*	-
6. Invitations to submit full applications	March 2017*	-
7. Deadline for submission of full applications	May 2017*	-
8. Information to lead applicants on the evaluation of the full applications (Step 2)¹⁰	June 2017*	-
9. Notification of award (after the eligibility check) (Step 3)	June 2017*	-
10. Contract signature¹¹	July 2017*	-



9 Note that according to the financial regulation, in direct management the grant contract must be signed within 3 months following the notification of the award decision. This time-limit may be exceeded in exceptional cases, in particular for complex actions (including multi-beneficiary calls), large number of proposals or in case of delays attributable to the applicants

10 Note that according to the financial regulation, in direct management, applicants must be notified the outcome of the evaluation of their applications within 6 months following the submission deadline of the full application. This time-limit may be exceeded in exceptional cases, in particular for complex actions (including multi-beneficiary calls), large number of proposals or in case of delays attributable to the applicants.

11 Note that according to the financial regulation, in direct management the grant contract must be signed within 3 months following the notification of the award decision. This time-limit may be exceeded in exceptional cases, in particular for complex actions (including multi-beneficiary calls), large number of proposals or in case of delays attributable to the applicants