



EUROPEAN UNION

DELEGATION OF THE EUROPEAN COMMISSION  
TO THE REPUBLIC OF SERBIA

Belgrade, 05/10/2009  
Ref. (D) 04642 SC/SND

## FREQUENTLY ASKED QUESTIONS No. 2

### Support to Refugees and IDPs in Serbia

Publication ref.: EuropeAid/128919/C/ACT/RS

Tender no: 08SER01/03/21

No	Question	Answer
1.	<p>It is specified that each NGO should implement all three actions.</p> <p>Do we have to include all of the components of each action? Can there be just one component in each of the actions?</p>	<p>Each action is composed by a set of activities.</p> <p>An applicant does not have to include each activity/component part of the single action.</p> <p>There can be just one component for each action.</p>
2.	<p>Will the EC Delegation approve VAT exemption for the local partner?</p>	<p>The VAT exemption is granted by the Serbian Tax Office; the EC Delegation is only providing grant beneficiaries with a letter informing the Tax Office that the expenses of the grant beneficiary related to the implementation of a specific EC financed project should be exempted from the payment of VAT.</p> <p>The Serbian relevant authorities suggest that all expenditures related to a specific project (also those encountered by partners) should be "channeled" through the grant beneficiary (Leader).</p>
3.	<p>A new Serbian law relating to the registration of International NGOs will be passed on the 22 October. Is this transition period for registration long enough, considering that the deadline for applications is 27.10.2009?</p>	<p>The eligibility requirements to submit a proposal for this call are only those included in article 2 of the guidelines.</p> <p>The registration of international NGOs according to the Serbian relevant law (National law on Associations – Chapter 8 on foreign Associations) doesn't affect the possibility for international NGO's to submit a proposal.</p> <p>However the fulfillment of the obligations requested by the Serbian law is necessary if a grant contract is awarded and the grant beneficiary has to implement an action.</p>

## FREQUENTLY ASKED QUESTIONS No. 2

No	Question	Answer
4.	In the corrigendum published there is a mistake concerning the budget allocated for each lot.	<p>The total budget for this call for proposal is 4.2 MEURO.</p> <p>1.8 MEURO are allocated to LOT 1 and 2.4 MEURO are allocated to LOT 2</p>
5.	<p>Do the FIF and LEF have to be submitted with the proposal?</p> <p>Under article 2.4“Documents to be submitted”, it reads that the FIF and LEF should be included.</p>	<p>FIF and LEF shall be submitted after step 3 of the evaluation process.</p> <p>Namely:</p> <p>Applicants who have been provisionally selected or listed under the reserve list (following evaluation of full applications – step 3 of the evaluation, see article 2.3 of the Guidelines) will be asked in writing by the EC Delegation to provide the documents listed under article 2.4 of the Guidelines to applicants.</p>
6.	Is it possible to equip the houses with goods? (for e.g. washing machine, furniture etc.)	Apartment units in socially protected environment can be furnished in accordance with minimum standards that can be decided together with the Commissariat.
7.	What is the difference between an operating and action grant?	<p>A grant is a direct financial contribution, by way of donation, from the EU budget in order to finance:</p> <ul style="list-style-type: none"> <li>- either an action intended to help achieve an objective forming part of a European Union policy (action grant);</li> <li>- or the functioning of a body which pursues an aim of general European interest or has an objective forming part of a European Union policy (operating grant).</li> </ul> <p><b>This call for proposals relates only to action grants.</b></p>
8.	Can voluntary work be accounted as contribution?	<p>The paragraph about contributions in kind included in article 2.1 of the Guidelines for applicants shall read as follows:</p> <p><b>Contributions in kind are not considered actual expenditure and are not eligible costs. The contributions in kind may not be treated as co-financing by the Beneficiary.</b></p> <p><b>The cost of staff assigned to the Action is not a contribution in kind and may be considered as co-financing in the Budget of the Action when paid by the Beneficiary</b></p>

## FREQUENTLY ASKED QUESTIONS No. 2

No	Question	Answer
		<p>or his partners.</p> <p><b>Notwithstanding the above, if the description of the action as proposed by the beneficiary foresees the contributions in kind, such contributions have to be provided</b></p>
9.	<p>In regard to eligibility criteria for partner:</p> <p>Our local partner was legally registered as an NGO in Serbia in October 2007. Can any expertise experience before this date be taken into consideration and what document would be considered as legal document evidences?</p>	<p>The minimum requirement requested for both applicants and partners is:</p> <p>Three years experience in working on programmes dealing with refugees and IDPs issues.</p> <p>An NGO, being a legal entity, has to be legally established for at least 3 years in order to fulfil such requirement.</p>
11.	<p>Regarding <i>Support to Refugees and IDPs in Serbia</i> Open Call for Proposals, I would like to ask you for clarification of the nature of eligible income-generation activities (business activities and agricultural inputs): could only in-kind grants (and trainings) for small business or agricultural activities be considered as eligible or could it be also activities of somewhat different nature (i.e. designed to support broader enterprise)?</p>	<p>Only the activities listed in the Guidelines for applicants are eligible.</p>
12.	<p>In reference to the IGA component we kindly ask the EC Delegation to clarify the following issue:</p> <p>It can be proven by statistical data that small businesses which contribute with some low financial means to their own business are more successful. Therefore we are intending to budget an own financial contribution of 20% of the value of the purchase for each grant beneficiary. Is this procedure allowed by the European Commission?</p>	<p>It is a decision of the grant beneficiaries whether to ask the final beneficiaries of the IGA component for any contribution.</p> <p>However if these contribution are requested, they cannot be deducted from the contribution of the grant beneficiaries due their project proposal.</p>
13.	<p>Please would you let me know whether a foreign organization applying for the grant needs to be registered in Serbia in order operate in the country and implement an action?</p>	<p>Foreign organizations don't need to be registered in Serbia to apply to this call. However they need to be registered in the list foreseen by the Serbian Law on Association (Chapter 8) in order to operate in Serbia.</p> <p>See question and answer n. 3</p>
14.	<p>Please clarify the deadline for submission of proposals as on the EC website, as well as on the guidelines, the deadline is 27 October 2009, however in the Application Form (cover page) the deadline is 20 October, 2009.</p>	<p>The deadline for submission of proposals is <b>27 October 2009</b> (in case of <b>hand-deliveries</b>, the deadline for receipt is on the same day at <b>16:30</b> local time).</p>