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DELEGATION OF THE EUROPEAN COMMISSION
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FREQUENTLY ASKED QUESTIONS No. 1

European Integration Media Fund

Publication ref.: EuropeAid/129191/L/ACT/RS

Tender no: 08SER01/04/21

No	Question	Answer
1.	I read with full attention the guidelines of the next call for proposals of the European Integration Media Fund and I wonder if our project entitled Shadow Fighters seems to you eligible to this action?	In the interest of equal treatment of applicants, the Contracting Authority cannot give a prior opinion on the eligibility of an action or specific activities. For the eligibility of the activities please refer to section 2.1.3 Eligible actions of Guidelines for applicants
2.	According to terms of tender 08SER01/04/21, would a specialized web portal for the reporting on EU processes, registered as UK Public Unlimited Company, financed through online advertising, sponsorships and project activities (has a history of participating in EU projects) be appropriate partner for this project? I would like to kindly ask you to give me concrete answer if possible, since I have already checked the Guidelines but still would like to get an approval from you.	<i>Article 2.2.4 of the Guidelines for applicants</i> <i>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.</i> In general, according to the guidelines for applicants on-line media are eligible as partners. The same eligibility criteria are applicable for the applicants and the partners. In addition, professional media and journalists' associations can also be partners.
3.	I am writing to you in regards to the European Integration Media Fund. On behalf of the Institute for culture of Ruthenians in Vojvodina I would like to receive information about the Concept Note. We received your email informing us that	Yes. The concept note should be submitted together with the full application form. The deadline is 11 December 2009.

FREQUENTLY ASKED QUESTIONS No. 1

	<p>the deadline for submission of proposals is December 11th 2009. According to the Call for Proposals notice and full Guidelines for Applicants that are available online the Concept Note is submitted along side the full application as part of the application form which is to be sent by December 11th 2009. Is it possible for you to confirm this?</p>	
<p>4.</p>	<p>I have a question in regard to European Integration Media Fund (budget line 08SER01/04/21): Are local NGOs eligible partners for media in this programme, or it has to be another media or media association?</p>	<p>NGOs are not eligible as partners; only professional media and journalists' associations are.</p>
<p>5.</p>	<p>While filling in the Application form for the European Integration Media Fund Call for Proposals, I was puzzled with the following points, and would like to ask for your assistance:</p> <ol style="list-style-type: none"> 1. Number and title of lot (pg 1 out of 32) 2. Reference of the Call for Proposals (pg 6 out of 32) 3. (Applicant's) Place of Registration (pg 12 out of 32) 4. (Applicant's) Official address of Registration (pg 12 out of 32) 	<ol style="list-style-type: none"> 1. You have to specify for which lot you are applying, i.e. Lot 1 or Lot 2. Please refer to the Guidelines for applicants, page 5, Size of the grants. 2. The reference number is EuropeAid/129191/L/ACT/RS 3. Place of registration is the place where your company is registered. 4. The official address on which your company is registered.
<p>6.</p>	<p>I'd like to confirm with you if I understand correctly the content of the Application package:</p> <p>1 original and 2 copies (each bound) containing:</p> <ol style="list-style-type: none"> a) part A - concept note, b) part B - full application form (ending at page 28 out of 32 of the appropriate *.doc file), c) budget, d) log frame <p>1 checklist - stapled separately</p> <p>1 declaration by the applicant - stapled separately</p> <p>1 (void) assessment grid - stapled separately (or left out)</p> <p>Are Annexes D and E to be sent with the abovementioned "Application package" or later?</p>	<p>Yes, Applications must be submitted in one original and 2 copies in A4 size, each bound. The complete application form consist of part A: concept note and part B: full application form, budget and logical framework.</p> <p>The same package must also be supplied in electronic format (CD-Rom) in a separate and unique file (e.g. the application form must not be split into several different files).</p> <p>The electronic format must contain exactly the same application as the paper version enclosed.</p> <p>The Checklist (Section V of part B the grant application form) and the Declaration by the applicant (Section VI of part B of the grant application form) must be stapled separately and enclosed in the envelope.</p> <p>The assessment grid should be submitted as a part of application form.</p> <p>Annexes D and E should not be submitted with the application package. Only Applicants who have been provisionally selected or listed under the reserve list will be informed in writing by the Contracting Authority to submit these documents.</p>

FREQUENTLY ASKED QUESTIONS No. 1

7.	I'd like to ask whether the proposed action has a deadline in terms of when its latest action should take place (e.g. can a 12-month-long action under this Call for proposals start in August 2010 and finish in July 2011)?	The contracting Authority would like to have all actions financed to be implemented by the end of 2011. Implementation period of Actions will be discussed with the applicants at contracting stage.
8.	I would like to ask you for clarification of applicant eligibility for EI Media Fund: is an Agency registered by Serbian sole entrepreneur (meaning it is not company) eligible? Agency is registered for TV and radio production and is in a VAT system. (5044)	An agency to be eligible as applicant or partner has to be a legal person and should fulfill the eligibility criteria set in the Guidelines for applicants, section 2.1.1, page 6.
9.	The question is connected with a part 2.1.1 in Guidelines. In that part there is a list who may apply, and on the list there are: Local, regional, national media (print, electronic, on-line); News agencies and news services; What's happening with NGO which has production for its main activity (and have it in their status). Also, what's happening if NGO is a publisher of some on line magazine? So, can NGO also apply? (5232)	NGOs are not eligible applicants. As stated in the guidelines local, regional and national media can apply, as well as news agencies and news services and media production houses.
10.	We are operating as two editorial departments: one is a radio station and another department is a local paper. Does this mean that we have to apply with one joint project since both departments are part of the one legal entity?	A legal entity (disregarding its internal structure) can be an applicant or a partner. An applicant may not submit more than one application under this call for proposals. An applicant may at the same time be partner in another application. Partners may not take part in more than one application.
11.	We are representing an association of the independent media. Can we apply as an applicant or as a partner in the project?	<i>Article 2.2.4 of the Guidelines for applicants</i> <i>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.</i> In genera, professional media and journalists' association are only eligible as partners
12.	When we need to be registered in PADOR?	All applicants and their partners have to be registered before the deadline for submission which is 11 December 2009. Before this deadline organisations must fill in, save and submit information introduced in all the fields of PADOR (including the fields written with black characters) Only data registered and submitted before this deadline will be taken into account. The supporting documents requested (statuses, financial reports, audit reports) may be uploaded in

FREQUENTLY ASKED QUESTIONS No. 1

		PADOR after the evaluation of the Full Proposals, but before the deadline fixed in the notification letter from the Delegation of the European Commission. The applicant will be reminded that these documents will have to be loaded in PADOR for the final eligibility check. Nevertheless, we strongly advise you to upload these documents while registering in PADOR, without waiting until the final selection of proposals is carried out.
13.	Can we apply with projects which have already started and have co-financing secured of 10% for Lot 1 or 20% for Lot 2?	<p>All actions that will be implemented need to be co-financed.</p> <p>Actions, to be eligible for funding have to start after the grant contract is concluded and signed. Eligible costs of the action are only those incurred during the implementation of the action after the contract is signed.</p>
14.	Is the deadline of 11 December only for the concept note or for the full application as well?	<p>The deadline of 11 December 2009 is for both concept notes and full application.</p> <p>The complete application form (part A: concept note and part B: full application form), budget and logical framework must be submitted.</p>
15.	Could you please explain the difference between the co-financing and the contribution in kind?	<p>Co-financing is the part of costs necessary to implement the action which is covered (financed) by the applicant.</p> <p>The applicant can contribute (co-finance) to the action in financial terms or through contribution in kind (providing goods or services). However in this Call for proposals contributions in kind are not accepted as co-financing.</p> <p>On the contrary, the cost of staff assigned to the Action and paid by the applicant or by his partners. is accepted as co-financing.</p>
16.	Can marketing agencies apply to this Call for Proposals?	No. As specified in the Guidelines for applicants in section 2.1.1 Eligibility of the applicants: Who may apply on page 6, only local, regional, national media (print, electronic, on-line); news agencies and news services and media production houses.
17.	Can public media, i.e. media funded by the local municipalities apply to the Call for Proposals?	Public media which are funded by local municipalities can apply as applicants or partners.
18.	Could you please explain the co-financing requirements of the Call for Proposals?	<p>Action grants financed by the European Commission cannot be entirely financed by the Commission budget. Part of this grant must be co-financed by the applicant's or partners' own resources, or from sources other than the European Community budget.</p> <p>In this Call for Proposals the co-financing requested is the following</p> <p>For Lot 1 At least 10% of the costs for the action shall be provided by the applicants.</p>

FREQUENTLY ASKED QUESTIONS No. 1

		For Lot 2 At least 20% of the costs for the action shall be provided by the applicants.
19.	Is there any human labor ratio in the project, i.e. are there any costs limitation for human resource or we can decide ourselves?	There is no fixed ratio between human resources and the other budget headings
20.	Can media established by the National Minority Council apply to the Call for Proposals although they are financed by state? In addition can National Minority Councils apply to the Call for Proposals?	Private or public media satisfying the requirement set in article 2.1.1 of the Guidelines can apply for this call. The National Minority Councils are not eligible as applicants or partners.
21.	Can RTV Vojvodina as regional public service broadcasting apply?	<i>Article 2.2.4 of the Guidelines for applicants</i> 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. However, regional public services broadcasting are eligible as applicant or partner.
22.	What is the timeframe between the closing of the Call for Proposal and the start of implementation of the project, i.e. how much time is necessary for the evaluation of the applications? When we can expect to have decision on the supported projects?	The indicative timing for the notification of award is March/April 2010.
23.	After the signature of the project what is the pre-financing tranche in terms of the budget. How much is paid at the beginning of the project?	After signature of contract the first instalment of pre-financing is 80% of the part of the forecast budget financed by the Contracting Authority.
24.	Can individuals apply to the Call for Proposals?	Only legal entities are eligible for applications.
25.	Can we request financing of the equipment within the budget? Is there any cost limitation for the financing of the equipment?	Equipment can be financed under this Call for Proposals. There is no limitation for the financing of equipment. However since this is a thematic call for proposals, the purchase of equipment not proportionate to the implementation of the action are not justified and will result in a low score given to the proposal.
26.	How can we receive the VAT exemption for small amounts?	For VAT exemption of the amount up to 700 € there is no need for the prior approval by the Contracting Authority. The contractor will submit these requests directly to the Tax administration office.
27.	Apart from legal entity form and statute of the applicants. Are you going to request the information on the license for the broadcasting?	Applicants have to provide all necessary documents to prove their status. The Evaluation Committee will check this information during the evaluation of the proposals.
28.	Could you please specify in detail what can be regarded as co-financing of 10, that is, 20 percent of total eligible costs	Co-financing can be related to any cost included in the budget and necessary for the implementation of the

FREQUENTLY ASKED QUESTIONS No. 1

	<p>(namely, rent of premises, rent of studio for production, travel costs etc)?</p> <p>Can the cost of rent of TV cameras that the applicant needs to rent for the action from the partner, be included in the percentage of co-financing as well? Is that regarded as direct eligible cost? If yes to both questions, can that cost be included partly in the co-financing, and partly in the direct costs?</p>	<p>action.</p> <p>A budget for the action includes both the part financed by the Contracting Authority and co-financing. Co-financing is not included in a separate budget.</p>
29.	<p>Do the indirect costs (7% of total direct costs) need to be supported by accounting documents?</p>	<p>No. This is a flat-rate funding and no supporting documents need to be submitted to the contracting authority for its payment. However, administrative (indirect) costs of 7% as any other costs must be identifiable and verifiable, in particular being recorded in the accounting records of the beneficiary.</p>
30.	<p>Is it really necessary to apply for registration in PADOR database in order to get the EuropeAid ID number?</p> <p>Namely, we started the process of registering with PADOR, but have insurmountable problems in respect of getting all required info (based on PADOR requirements), in order to be issued with the EuropeAid ID number. This poses a significant problem in the sense that we run the risk of not getting this number in time for the application deadline. If this is not absolutely necessary, this would make it far easier to apply for the EC grant.</p>	<p>Registration in PADOR for applicants and partners is obligatory. EuropeAid ID number is given as a result of the registration.</p>
31.	<p>Does the maximum (grant) amount relate to the grant itself, which is how we understand it, or does it relate to the total project budget, i.e. grant plus our share in the project?</p> <p>If we understood correctly, an amount of say 100,000 would relate to the maximum EC financial assistance, while the total project budget could be greater, when our share in project financing is included (where it is understood that EC share does not exceed a certain percentage). Is our understanding correct, or does the maximum of 100,000 relate to the total project budget?</p>	<p>Applications submitted in Lot 1 are eligible to ask for a maximum of 40.000 € as EC contribution plus their own co-financing corresponding to a minimum of 10%.</p> <p>Applications submitted in Lot 2 are eligible to ask for a maximum of 100.000 € as EC contribution plus their own co-financing corresponding to a minimum of 20%.</p> <p>The total eligible costs refers to the maximum EC funded amount, plus the beneficiary contribution.</p>
32.	<p>We kindly ask that you help us with Annex C - Logical Framework.</p> <p>If at all possible, it would be of great help if you could provide us with a currently filled out Logical Framework form example. If this is not possible, we kindly ask that you provide us with more detailed</p>	<p>According to the rules and procedure, the Contracting Authority cannot assist in the preparation of the applications.</p> <p>The logical framework template provides detail explanation what in which table should be specified.</p> <p>In addition please consult the Project Cycle</p>

FREQUENTLY ASKED QUESTIONS No. 1

	<p>instructions for filling out the Logical Framework form. We encountered this form on two previous occasions (two EAR grants, 2004 and 2006), but we are still not sure whether we filled out this form correctly.</p>	<p>Management Guidelines at the following link: http://ec.europa.eu/europeaid/multimedia/publications/publications/manuals-tools/t101_en.htm</p>
33.	<p>Is the Reference of the Call for Proposals ("Enter EuropeAid reference for the Call for Proposals") in Application form 08SER01/04/21?</p> <p>If not, what should we enter as answer instead?</p>	<p>The reference number is: EuropeAid/129191/L/ACT/RS.</p>
34.	<p>As Public library, public service of citizens, we started with some media activities: on line euro magazines, printed EURO newsletters.</p> <p>We would like to improve those activities to put more different contents on the online magazine,(video clips, to engage more people...) Can we apply, as our primary activity, like Public library, is not media, but media is one of the our fields and activities.</p>	<p>Applicant must be local, regional, national media (print, electronic, on-line), news agencies and news services or media production houses.</p> <p>A public library doesn't seem to satisfy the requirements for this call.</p>
35.	<p>I am about to open the company for media production and to use this company as a legal person in this call.</p> <p>However as I am a new company in this tender it is impossible for me to provide financial statement in last three years as well as company experience in last three years. My main concern is if this is eliminating issue?</p> <p>If not can I fill my and my employee personal experience for this purpose and provide somehow other guarantees instead of financial statements?</p>	<p>The lack of previous experience and recent financial history of the company doesn't allow the contracting authority to assess whether the company has the capacity (economic, financial, technical and professional) and it is stable enough to implement the action. As a consequence, the lack of such documents leads to the exclusion of the application.</p> <p>The employees (staff) personal experience doesn't correspond to a firm experience.</p>
36.	<p>In Grant Application Form, part B, Section I. The Action, point 4. Experience of similar actions - it is requested to list detailed description of actions managed by my organisation in last three years.</p> <p>My Company (media production organisation) is new, just started and have no history in this subject. However I have managerial experience and another member has experience in the media.</p> <p>Can personal qualifications be considered for successful application or the fact that the company is new (registered in November 2009, means no history) is</p>	<p>An evaluation of the quality of the applications, including the proposed budget, and of the capacity of the applicant and its partners, will be carried out in accordance with the evaluation criteria set out in the Evaluation Grid (please refer to Guidelines for applicants, page 16). There are two types of evaluation criteria: selection and award criteria.</p> <p><u>The selection criteria</u> are intended to help evaluate the applicants' financial and operational capacity to ensure that they:</p> <p>-have stable and sufficient sources of finance to maintain their activity throughout the period during which the action is being carried out and, where appropriate, to participate in its funding;</p>

FREQUENTLY ASKED QUESTIONS No. 1

	<p>eliminating? If personal qualifications are considered shall I fill them in the application form as company experience?</p>	<p>-have the management capacity, professional competencies and qualifications required to successfully complete the proposed action. This also applies to any partners of the applicant.</p> <p>If the total average score is less than 12 points for section 1 Financial and operational capacity, the application will be rejected.</p> <p>The personal qualification in this respect cannot be taken into account.</p>
<p>37.</p>	<p>Part B, Section II. The Applicant, point 3. Capacity to manage and implement actions – it is requested Experience by Sector (3.1), Experience by Region (3.2), both in last 7 years. Then Financial data, if applicable, in last three years (3.3.1) and Financial resources in last three years (3.3.2).</p> <p>Like above, my company is new and I cannot provide previous financial data or company experience. Again I can provide previous personal experience of two main members of my company who will organise and perform all the work. Me as technical/managerial and other member who has media experience. Financial data and resources are not applicable.</p> <p>Is this eliminating criteria for the new company like mine? If not how am I suppose to fill those in the application form? Can I put again personal experience of the staff members and put N/A for financial data?</p>	<p>Please see answer number 36.</p>
<p>38.</p>	<p>In case one or both of the above answers are eliminating, can the application still be taken into consideration if the requested amount for the project is up to EUR 25.000?</p>	<p>The same rules apply to grants of any amount.</p>
<p>39.</p>	<p>If the contract is signed, when/how is the money paid? Is there any money paid in advance or only after the work is done based on the provided bills issued?</p>	<p>A pre-financing of 80% will be paid.</p> <p>Please refer to the answer to the question number 23.</p>
<p>40.</p>	<p>I have a lot of problems, because I see EC documents for the first time.</p> <p>Anyway, I want to ask you about PADOR. I have registered NTV with the username and password, but I noticed that I don't have the Europe Aid ID number. Now, I am not sure that I did everything in a good way, and I need information to move forward.</p>	<p>All questions related to PADOR registration should be addressed to the PADOR helpdesk:</p> <p>europaaid-on-line-registration-hd@ec.europa.eu</p>

FREQUENTLY ASKED QUESTIONS No. 1

41.	<p>Could you please clarify the category on-line media?</p> <p>Our organization is dealing with production of on-line archives of media content and our new web site will be consider as web portal. What documentation do we need to prove the eligibility?</p>	<p>On-line media refers to the media that are using internet as the main distribution tool, such as news bulletins, web portals, web magazines</p> <p>The copy of the statute or registration of the applicant organisation should prove the eligibility of the applicants, as well as the activities implemented in the previous period.</p>
42.	<p>Can some consulting company be a partner or a subcontractor (as a company with reference for eligible action) in <i>European Integration Media Fund</i> Programme and which kind of relationship is better? If these companies can't be a partner or a subcontractor what is the procedure to make cooperation? Because, no media has competent staff for programs such as "food safety".</p>	<p>A consulting company doesn't seem to satisfy the partners eligibility criteria specified in the Guidelines for applicants in section 2.1.1.</p> <p>Therefore this type of company could be only an associate or a subcontractor.</p> <p>Associates play a real role in the implementation of the action but can not receive funding from the grant with the exception of per diem or travel costs. Associates do not have to meet the eligibility criteria referred to in section 2.1.1.</p> <p>Subcontractors are neither partner nor associates; they provide supplies or services to the action. They are chosen following the procurement rules set out in Annex IV to the standard grant contract.</p> <p>Please refer to Guidelines for applicants section 2.1.2, pages 6 and 7.</p>
43.	<p>How many partners or subcontractors are eligible for one project?</p>	<p>There is no limitation in number of partners or subcontractors.</p> <p>However in case of subcontracting, only minor parts of the action can be subcontracted since applicants have to be directly responsible for the preparation and management of the action with their partners, not acting as an intermediary.</p>
44.	<p>Should we put the costs from all partners and subcontractors in single file (<i>Annex B budget</i>)?</p>	<p>Yes. All costs should shall be included in a (one) budget breakdown (Annex B: budget)</p>
45.	<p>Can You send to us more documents about this program (we only have <i>Guidelines for grant applicants</i>)</p>	<p>All document are available on the Europe-Aid website: https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?do=publi.welcome and on the website of the EC Delegation: www.europa.rs</p>
46.	<p>Is this all the documentation that we need to send in 1 original, 2 copies and in electronic format at 1 CD?</p> <p>DOCUMENTS to be completed : - Annex A: Grant Application Form (Word format) - Annex B: Budget (Excel format) - Annex C: Logical Framework (Excel format)</p>	<p>Please see answer to question number 6.</p>

FREQUENTLY ASKED QUESTIONS No. 1

	<p>- Annex D: Legal Entity Sheet (Excel format)</p> <p>- Annex E: Financial identification form</p>	
<p>47.</p>	<p>Do we also need to send now, until 11 December 2009, the documents that are listed under (DOCUMENTS FOR INFORMATION), or in some other moment?</p> <p>Annex F: Standard Contract, Annex II: General conditions applicable to european community-financed grant contracts for external actions, Annex IV: contract award procedures, ANNEX V: standard request for payment, annex VI: model narrative and financial report</p>	<p>Documents for information should not be submitted by applicants.</p> <p>These are standard documents relating the contract that will be prepared by the Contracting Authority following a decision to award a grant.</p>
<p>48.</p>	<p>Should this parts of the application form (The Checklist (Section V of part B the grant application form) and the Declaration by the applicant (Section VI of part B of the grant application form) must be stapled separately and enclosed in the envelope), be in the same folder together with the rest of the application form at the CD or should we put those in separate folder as the budget and logical framework?</p> <p>Have I understood correctly that the CD should contain following folders named this way:</p> <p>-FOLDER No.1 -the complete application form (part A: concept note and part B: full application form). Also should we write concept note at separate sheet of paper or we should write it directly at the application form? If so, could you please indicate to me on which page of the concept note it should start the text of the concept note?</p> <p>-FOLDER No.2- budget and logical framework (which will contain in total 2 tables for budget and 1 table for logical framework)</p> <p>- FOLDER No.3 - The Checklist (Section V of part B the grant application form) and the Declaration by the applicant (Section VI of part B of the grant application form) must be stapled separately and enclosed in the envelope</p> <p>Or these two should be in folder No. 1 at CD with the part B: full application form. I am confused because it is written for</p>	<p>Please see answer to the question number 6.</p>

FREQUENTLY ASKED QUESTIONS No. 1

	<p>those “must be stapled separately and enclosed in the envelope”, so I am not sure does that also apply to the electronic form at CD?</p> <p>FOLDER No. 4 –ANEX D and scanned documents that goes with it</p> <p>FOLDER BR.5 – ANEX E and scanned documents that goes with it</p> <p>So, should CD contain in total these 5 folders with the content as I wrote or it is necessary to organize folders in some other way? If so, could you please indicate it to me in which why and how should I name those folders?</p>	
<p>49.</p>	<p>ANEX B – BUDGET contains in two worksheets. Are those 2 tables mentioned in one part of the application form “Please note that there are two different sheets to be completed”?</p>	<p>Yes</p>
<p>50.</p>	<p>Should the 2 copies mentioned at ANNEX D be in English language, translated by the certified court interpreter and should those translations be certified in court (if so, in which court and in what way)? Or the copies of official documents about VAT registration and the company registration can be submitted in Serbian language?</p>	<p>If documents are not in one of the official languages of the European Union or in the language of the country where the action is implemented (Serbia), a translation of the relevant parts of these documents, proving the applicant’s eligibility, must be attached and will prevail for the purpose of analysing the application.</p>
<p>51.</p>	<p>“This "legal entities" form should be completed and returned together with:</p> <ol style="list-style-type: none"> 1. a copy of the vat registration document if applicable and if the vat number does not appear on the official document referred to at 2 below. 2. a copy of some official document (official gazette, company register etc.) showing the name of the legal entity, the address of the head office and the registration number given to it by the national authorities.” <p>Also, should we submit only the copy mentioned under 1. Reference (vat registration) or also the document under 2. Reference (company registration)?</p> 	<p>Yes. Both documents should be submitted with the legal entity form.</p>
<p>52.</p>	<p>Should the document mentioned under the Reference No.3 in the ANNEX E, be in English language, translated by the certified court interpreter and should that translation be certified in court (if so, in which court and in what way)?</p>	<p>No. Please see answer to question number 50.</p>

FREQUENTLY ASKED QUESTIONS No. 1

<p>53.</p>	<p>“Footnote (3) Annex E It is preferable to attach a copy of recent bank statement, in which event the stamp of the bank and the signature of the bank's representative are not required. The signature of the account-holder is obligatory in all cases.”</p> <p>Or this bank statement can be in Serbian language?</p> <p>Also, does this statement refer to the actual situation at the company's bank account? If not, what info should that statement contain? Have I understood well that it is not mandatory that this statement contains the signature or the stamp of the bank's representative and it is enough that it contains the signature of the account-holder?</p>	<p>The bank statement can be in Serbian language. It should not contain the signature of the bank's representative, only the signature of the account-holder.</p> <p>A copy of the recent bank statement refers to actual situation at the companies' bank account.</p>
<p>54.</p>	<p>Should the report of the Company's budget for 2008, 2007 i 2006 that must be submitted at PADOR be in English language? If so, should it be translated by the certified court interpreter or we should submit the official version that we have in Serbian language?</p>	<p>No. Please see answer to the question 50.</p>
<p>55.</p>	<p>As the concept of the project is developing in accordance with relevant topics and activities of the fund I am in need of an additional explanation concerning the legitimacy of expenses of activities that are planned with the project of Pi-Canal.</p> <p>Three phases are planned within the project activities:</p> <p>I Phase of the project – Creating a youth media redaction</p> <p>ACTIVITIES</p> <ol style="list-style-type: none"> 1. Competition 2. Forming a youth media redaction within Pi-Canal 3. Distribution of roles according to inclinations and abilities 4. Education (combined on-line sessions with lecturers and in-vivo program-seminar) 5. Pilot show that will be realized with the expert help of tutor, expert staff of Pi-Canal and Youth Office – Pirot. <p>II Phase – Realization of TV shows</p> <p>III Phase – Popularization of EU</p>	<p>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.</p> <p>For the eligibility of the activities please refer to section 2.1.3 Eligible actions of Guidelines for applicants</p>

FREQUENTLY ASKED QUESTIONS No. 1

	<p>integrations</p> <p>Considering the fact that continuance of activities includes the work of youth media redaction and realization of 6 TV shows on topics including such as:</p> <ul style="list-style-type: none"> • European myths and reality • Values, rights and obligations – everyday life and perspectives of EU integration • Youth perspectives in EU integrations – challenges and opportunities <p>Education of the youth media redaction staff as program editors is essential element of the project in order for them to be able to edit their TV shows and realize them on necessary level of technical expertise.</p> <p>Taking all of the above into consideration my question is if these and such activities (education of youth media redaction's staff) are legitimate for financing within the program of the European Integration Media Fund? (5765)</p>	
56.	<p>All necessary information and documentation have to be uploaded in PADOR. According to Serbian law and financial reports for year 2009. Timedia is not included in VAT system. But in the next year (2010) will, however, be included and will receive its own VAT number until the end of January 2010.</p> <p>- Is it possible for us to add that particular information (VAT number) till the end of January 2010. to already existing Timedia documentation, earlier uploaded in the PADOR base of information?</p>	<p>Supporting documents requested (statuses, financial reports, audit reports) may be uploaded in PADOR after the evaluation of the Full Proposals, but before the deadline fixed in the notification letter from the Delegation of the European Commission. The applicant will be reminded that these documents will have to be uploaded in PADOR for the final eligibility check. The indicative date for final eligibility check is March/April 2010.</p>
57.	<p>Within documentation that needs to be filled and submitted for the Call of proposals - until December 11th 2009. is required (among other) to enlist that particular number in Legal Entity sheet. We ask you for assistance and some answers:</p> <p>Will the application we are submitting from the start be regarded as invalid, if this VAT number is left out?</p>	<p>Annexes D and E should not be submitted with the application package. Only Applicants who have been provisionally selected or listed under the reserve list will be informed in writing by the Contracting Authority to submit these documents.</p> <p>When submitted to the Contracting Authority it should contain VAT number.</p>
58.	<p>Can a limited liability company (or d.o.o in Serbian legal terms) company (founded and registered in Belgrade, Serbia) be an applicant for this call for proposals</p>	<p>A limited liability company as a legal person is eligible applicant and the partner provided that it falls in one of the eligibility criteria set in the Guidelines for applicants, section 2.1.1, page 6.</p>

FREQUENTLY ASKED QUESTIONS No. 1

59.	Is there a time limit of how long the company exists (1,2, 5 years) ?	No. Please see answer to the question number 36.
60.	Are there financial requirements for the annual turnover of the company?	No. However it is expected that the applicant has stable and sufficient sources of finance. Please see evaluation grid in the Guidelines for applicants on page 16.
61.	Are there any additional specific requirements the company has to fulfil in order to be an applicant?	No.
62.	<p>Our project, which we would develop together with the partner, is to develop a series of investigative and analytical articles on different topics relevant to European integration of Serbia. Furthermore, upon the publication of the reports, we would organise, based on them, press conferences or debates as a follow up event, while the articles would be republished in local partner media in Serbia.</p> <p>We are wondering is this type of project eligible for funding as such, under this call for proposals?</p>	<p>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.</p> <p>For the eligibility of the actions and costs please refer to Guidelines for applicants, on pages 7 and 8.</p>
63.	We are a non-governmental organization which is registered as a legal person and publishes a magazine (a print, electronic, and online-version). Are we eligible to apply for the grant offered by the European Integration Media Fund?	Non-governmental organisations are not eligible under this Call for Proposals.