



EUROPEAN UNION

Delegation of the European Union to Bosnia and Herzegovina

Sarajevo,

2016

CORRIGENDUM No. 3 to Guidelines for grant applicants

Call for Proposal Title: Flood recovery-Housing Interventions
Publication reference: EuropeAid/153169/DD/ACT/BA

The following sections of the Guidelines for grant applicants are amended as follows:

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 a legal person **and**
- be non-profit-making **and**
- be a specific type of organisation such as: non-governmental organisation, public sector operator, local authority, international (inter-governmental) organisation as defined by Article 43 of the Rules of application of the EU Financial Regulation¹ and
- be effectively established² in one of the following eligible countries: a Member State of the European Union or Beneficiaries listed in the Annex I of the IPA II or European Economic Area or Partner countries and territories covered by ENI Instrument . ***This obligation does not apply to international organisations.*** 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.

¹ 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 organisation, even if the statutes are registered locally or a "Memorandum of Understanding" has been concluded.

² 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.



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2.2.3 Deadline for submission of applications

The deadline for the submission of applications is **24/01/2017** at 12:00 (Brussels date and time). In order to convert this deadline to local time you can use any online time converter tool that takes into account timezones and winter/summer time changes (example available [here](#))³. **Lead applicants are strongly advised not to wait until the last day to submit their applications**, since heavy Internet traffic or a fault with the Internet connection (including electricity failure, etc.) could lead to difficulties in submission. The contacting authority cannot be held responsible for any delay due to such aforementioned difficulties.

In the exceptional case of submission by post or by hand-delivery (see section 2.2.2), the date of submission is evidenced by the date of dispatch, the postmark or the date of the deposit slip. In the case of hand-deliveries, the deadline for receipt is at 12:00⁴ as evidenced by the signed and dated receipt.

Any application submitted after the deadline will be rejected.

However, for reasons of administrative efficiency, the Contracting Authority may also reject any application sent in due time but received after the effective date of approval of the proposal evaluation (see indicative calendar under section 2.5.2).

2.5.2 Indicative timetable

	DATE	TIME
1. Information meeting (if any)	Not applicable	
2. Deadline for requesting any clarifications from the Contracting Authority	03/01/2017	
3. Last date on which clarifications are issued by the Contracting Authority	13/01/2017	-
4. Deadline for submission of applications	24/01/2017	12:00
5. Information to lead applicants on opening, administrative checks and concept note evaluation (Step 1)	February 2017*	-
6. Information to lead applicants on the evaluation of the full application form (Step 2)⁵	March 2017*	-
7. Notification of award (after the eligibility check) (Step 3)	April 2017*	-
8. Contract signature⁶	April 2017*	-

³ For example: <http://www.timeanddate.com/worldclock/converter.html>

⁴ Please use an online time converter tool, such as the one presented in the footnote above

⁵ Note that according to the financial regulation, in direct management, lead 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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***Provisional date.** All times are in local time.

This indicative timetable refers to provisional dates (except for dates 2, 3 and 4) and may be updated by the Contracting Authority during the procedure. In such cases, the updated timetable will be published on the EuropeAid web site <https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?do=publi.welcome> and EU Delegation web site: http://europa.ba/?page_id=1084.

3. LIST OF ANNEXES

Annex **E3h11** containing derogations to include in the Special Conditions, if the lead applicant is an international organisation whose pillars have not been positively assessed or if one of the co-applicants is an international organisation (regardless of whether its pillars have been positively assessed or not) **is added** to the list of annexes listed under DOCUMENTS FOR INFORMATION (also available at the following address:

http://ec.europa.eu/europeaid/prag/annexes.do?chapterTitleCode=E&header_description=DEVCO+Prag+to+financial+and+contractual+procedures+applicable+to+external+actions+financed+from+the+general+budget+of+the+EU+and+from+the+11th+EDF&header_keywords=ePrag%2C+europa

All other terms and conditions of the Guidelines for grant applicants for this Call for Proposals remain unchanged.

⁶ 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