



EUROPEAN UNION

Delegation of the European Union to Bosnia and Herzegovina

Sarajevo, 18/08/2017

CLARIFICATION No. 1

Call for Proposal Title: Civil Society Facility and Media action for Bosnia and Herzegovina
Publication reference: EuropeAid/154836/DD/ACT/BA
Tender No: EC/BiH/CFP/17/001

QUESTION no. 01

Is it obligatory to have co-applicant organization as a condition for application at this call?

ANSWER no. 01

Please refer to the Guidelines for grant applicants, pages 7 and 8, clearly stating that obligation to have a co-applicant only relates to Lots 1-7:

- a) For lots 1-7: "The lead-applicant **must** act with at least one co-applicant" and
- b) For lot 8 "The lead-applicant **may** act with co-applicant(s)".

QUESTION no. 02

We have questions regarding LOTS. LOTS from 1 to 6 are not explained as LOT 7 and 8. Would you be so kind and provide a detailed description of LOTS 1-6, or another words what area each LOT covers?

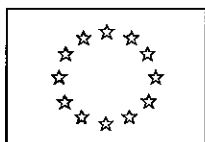
ANSWER no. 02

Please refer to the Guidelines for grant applicants, Section 1.2 on page 5, where various areas of support within the Specific objectives of this Call for Proposal were determined for all lots (1-6, 7 and 8).

Furthermore, please refer to section 2.1.4, Eligible actions: actions for which an application can be made, pages 10, 11 and 12 of the Guidelines for applicants where description of sector/themes together with types of action/activities for all lots is provided.

QUESTION no. 03

If lead applicant during the project implementation does not manage to provide minimum of 10 % to the contributions of the EU funds, what are the consequences?



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ANSWER no. 03

Please refer to the Annex G – Standard Grant Contract and Annex II “General Conditions applicable to European Union-financed grant contracts for external actions”. The “Article 3 — Financing the Action” on page 3 of the Standard Grant Contract article 3.2 states “*The final amount of the Contracting Authority’s contribution shall be determined in accordance with Articles 14 and 17 of Annex II.*”

As stipulated under Section 1.3 of the GfA, the obligation of co-financing relates to **Lots 1-7**. The balance (i.e. the difference between the total cost of the action and the amount requested from the Contracting Authority) **must** be financed from sources other than the European Union Budget.

The percentage contribution stems from the **principle of co-financing**, which requires that the resources necessary for the implementation of the Action are not entirely provided by the EU.

The Special Conditions define a maximum grant amount to be financed by the European Union which can never be exceeded, and which is expressed both in absolute terms and as a contribution (i.e a percentage) to the eligible costs. It is, therefore, not possible to increase the grant or the percentage of EU co-financing.

The part of co-financing which is not provided by the EU must come from other sources:

- the beneficiaries’ or affiliated entities’ own contribution, and/or
- financial contribution from other donors.

QUESTION no. 04

What is the dynamics of the tranches; in what period of time they will be paid and how many of them will be paid?

ANSWER no. 04

Please refer to the Annex G – Standard Grant Contract, Article 4 - Reporting and payment arrangements and Annex II “General Conditions applicable to European Union-financed grant contracts for external actions”, Article 15 (in particular article 15.1 Option 2).

QUESTION no. 05

Whether will the tranches be paid in advance or retroactively after the deliverables?

ANSWER no. 05

Please see above answer no.04. All details related to payments are detailed under article 15 of the Annex II “General Conditions applicable to European Union-financed grant contracts for external actions”.

QUESTION no. 06

Whether the amount of requested funds that is originally indicated in the Concept Note can be modified in Full Application by up to 20% of EU contribution? Could you please confirm that this interpretation of following that we have found is in the Guidelines for



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Grant Applicants: "The EU contribution may not vary from the initial estimate by more than 20 %" is correct?

ANSWER no. 06

Yes, we confirm your interpretation is correct. The EU contribution may not vary from the initial estimate by more than 20%. For more details, please refer to the Guidelines for grant applicants, page 18, section 2.2.5. "Full applications".

QUESTION no. 07

Does the Bookkeeping Agency that is responsible for finances of the CSO must have special bookkeeping software for managing the finances of the EU project?

ANSWER no. 07

Please refer to the article 16 "Accounts and technical and financial checks" of the of the Annex II "General Conditions applicable to European Union-financed grant contracts for external actions", in particular 16.1 which relates to Book-keeping.

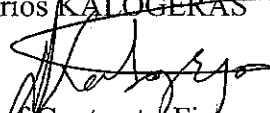
QUESTION no. 08

Is the application for a public call for "Civil Society Facility and Media Action for Bosnia and Herzegovina 2016-2017" to be filed in English or can the application be written in Bosnian?

ANSWER no. 08

Applicants must apply in English, as instructed in Guidelines for grant applicants, 2.2.1 Concept note content.

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Head of Contracts, Finance and Audit

