

Info Session on the Networks of Towns on 14 March 2023: Questions & Answers

I would like to ask about priorities: How many should be put into one network-project? What is the recommendation about their number?

About priorities: the best balance will be the one that fits your project's topic. Consistency is the best advice I could give. It will not help the project if the objectives are not properly integrated in the global approach.

Hello, I'm from Serbia. Are we supposed to join the CERV programme? People from our National Agency mentioned that we are on the way to get in.

New countries will be added to the list of eligible countries once a memorandum of association is officially signed between them and the Commission. The Commission and Serbia are currently completing the negotiations for Serbia to join the CERV programme. This entails various internal procedures that we hope will be completed soon within the next few months. Countries that have expressed interest for the Programme so far: Albania, Bosnia and Herzegovina, Montenegro, Serbia, Kosovo and Ukraine. We hope to see them soon as fully eligible partners.

Please note that until the MoA is not signed, costs are not eligible. Countries mentioned above can participate in the projects as associated partners, but they cannot claim costs.

Please provide the name of National Contact point reference person in Greece

The Greek NCP has been nominated recently, the office is not yet fully operational (but it will be soon); you can contact them at this address: g.athanasea@ypes.gov.gr or contact another National Contact point in the list.

Is Moldova eligible country for the programme?

No. Moldova is not eligible but could be an associated partner with no eligible costs from the EU lump sum.

The Call was not available until 26 January in order to submit... would it be possible to add some time?

The call was published on December 15 2022. It has been accessible for the analysis of documents ever since. The 20/04/2023 deadline cannot be changed.

Is there a minimum or maximum % of NGO participants?

No minimum % for NGOs but we should see a balanced consortium in terms of entities participating, with of course municipalities included.

Can NGO's be part of the application when they have a supporting letter from the town that they represent?

Yes, if they are non-profit and from an eligible country. Private NON-profit entities can be part of the project and have to receive a support letter from the municipality/town.

Municipalities can make their projects and join in the consortium non-profit local entities, right?

Yes or vice versa.

Is it possible for a national level organisation to come forward to cooperate with local entities?

Please check carefully the eligibility rules of the Call where all the information about the eligible entities is provided. More details are also needed for “organisation” and “entities”.

If the local NGO (I am talking about a Local Action Group) has the letter of support from the local authority, is it still needed for the local authority to be part in the consortium? Or it sufficient for the LAG representing the local authority to be part of it?

It is not needed, but it should be encouraged. If a municipality supports an NGO, maybe it has an interest in the project to be implemented and would like to see it more closely. But indeed, it is not mandatory.

Does the letter of support have to be from the same country as the NGO? I mean for NGOs

The letter of support does not have to be from the same country.

Do you have a template of letter of support or it will be in a free style and content?

We do not provide this kind of template. This can be a simple official letter, a short statement, but quoting clearly the project and the organization in question and signed. The letter of support must be specific for the proposal submitted.

Is it allowed to be a partner in one project and the coordinator in the other of the same Call?

Yes. Yet, to avoid any double funding, it is important to mention the participation of this entity in both projects, and to clearly mention the roles and tasks carried out in both actions.

Does an association that has municipalities as members be the only entity to implement the actions foreseen in the project and apply without the need to have other partners, thus fitting into the “specific cases” ” and not being bound by the norm that determines “the application must involve at least four applicants (lead applicant ‘coordinator’ and at least three co-applicants not being affiliated entity or associated partner) from at least four different eligible countries of which at least two are EU Member States?

This is not possible. In order for your proposal to be eligible, You will need partners from other countries to comply with the eligibility requirements.

Please read the number of partners as *4 different entities from 4 different countries are part of the consortium.*

So, if NGO wants to apply that means: to have 3 partners (from at least 1 must be from EU member states if our country is EU member) + to have letter of support from the local authority? If our partners are also non-profit organizations, do they to have the letter of support as well?

All private non-profit entities must have a letter of support from a municipality.

Elfac is an NGO, we have a project of network of family friendly municipalities. Are we eligible or should one of the municipalities of the network to apply for the Grant?

The eligibility requirements request 4 different entities from 4 different countries to apply.

Online meeting....there's a minimum request? How many hours, days? Or it's like a webinar of few hours

All the information is in the call document. There is no minimum requirement; yet the event must be impactful and respect the minimum number of participants per country. The online meetings should last enough to go deeper in the matter addressed.

Is the organization of events mandatory? (We intend to create a digital platform for decentralized)

Yes. The scope of the call is meetings/events/ therefore, you can develop a platform to support events, but the platform is not in the main objective of the project.

For in-situ events, the lump sum amount is intended to cover staff costs, travel and subsistence, room rental/interpretation/translation/technical resources, communication/dissemination costs, costs for research and IT tools, and coordination costs. For online events, costs for travel and subsistence costs have been excluded.

Please, can you repeat the 3 criteria of the Operational capacity? Staff member, previous projects and...?

General profiles (qualifications and experiences) of the staff responsible for managing and implementing the project, description of the consortium participants, list of previous projects (key projects for the last 4 years) (n/a for newly established organisations). All the details are in the Call for proposals, pages 14-15.

We have a network of 13 towns and organise 6 events, do all the towns or NGO's connected to the towns have to be in the consortium? or only the towns where the events will be organised?"

Generally, yes. However, it must also be implemented in a way that works with the project's objectives. Again, consistency is important. As this is multi-beneficiary action, all the partners involved in the activities can be a part of the consortium and are entitled to the funds for their share of the work.

Yes. An organisation / municipality *cannot be beneficiary if it is not a consortium member.*

We are an NGO, we have set a network of 120 municipalities: are we eligible or should our municipalities apply?

You are eligible and can apply with a support letter from one of the municipalities. Provided all the other eligibility criteria are met. You need to apply with 4 different entities from 4 different countries.

Just to be sure, Ukraine cities are not eligible for now?

At the moment no, Ukraine is in the negotiation process.

Can the project applicant give the organization to another entity of the consortium, transferring the funds and then justifying what was spent?

This is a multi-beneficiary action, where the main applicant being the Coordinator, who has the main coordination and financial role, and the other partners are beneficiaries involved in the activities. They are all legally responsible for the implementation of the action, as they jointly sign the accession form.

The coordinator is the beneficiary who is the central contact point for the granting authority and represents the consortium (towards the granting authority). The other beneficiaries are the other entities that participate as beneficiaries (i.e. also sign the grant).

In order to facilitate the communication flow between the Agency and the consortium, the amount is sent to the Coordinator (leading partner), who will distribute the funds among the consortium members, according to their roles and tasks planned in the project.

For more information, please see the link here : [ls-mga_en.pdf \(europa.eu\)](#) and [aga_en.pdf \(europa.eu\)](#)

In order to avoid internal conflicts, it is advisable to sign a consortium agreement that covers some aspects of resolution of conflicts, distribution of funds, planning and other aspects related to project management. This is an internal document, the Agency doesn't need to see it and it is not mandatory.

https://rea.ec.europa.eu/system/files/2021-06/h2020_guide_consa_en.pdf

In relation to the organisation of the activities, this is internal management that is to you to decide. It is advisable to assign the role of coordinator to the most experienced entity in terms of coordination, management and IT skills. How the actual tasks are assigned - among the consortium members is a matter of internal management, something the Agency does not interfere with, as long as everything is clearly decided among participants and clearly explained in the proposal.

Is there a maximum limit of municipalities?

No limit, technically, but the project must stay manageable on a practical level.

In addition to the Calculator, is a more specific budget needed, for example on the different events and where do you mention that?

NO. You can give more details about budget management in the proposal, but the calculator *is the only tool needed to calculate the amount of the requested grant*. On this topic, the amount given by the calculator must of course *match the amount in the Part A* of the proposal.

Please explain: what are the indirect costs?

Indirect costs are costs which are not specific costs directly linked to the implementation of the action and which therefore cannot be attributed directly to it. They may not include any costs identifiable or declared as eligible direct costs.

It is important to remember that this distinction, as useful it can be for the project's internal financial management, is not relevant for lump sums based projects.

The total number of participants to an in-situ event can be given by the sum of the participants to 2 different activities foreseen in the event? E.g. 100 participants in a conference at the University in day 1 and 100 participants to the workshop in day2

If they are the same people attending the two days event, they will be counted only once, since this is considered as 1 event of two days. If they are different people, then they will be counted on day 1 and on day 2.

For reminder, one work package is one event with more activities if these are related.

One event corresponds to one work-package in the application form.

1 work package = 1 event = one or several activities of one or more days.

Is the project budget managed only by the coordinator to implement all the activities of the project or does each partner have its own part of the budget to manage its activities?

Payments will be made only to the coordinator. Management of the grant among partners has to be decided among partners and must reflect their participation roles and their number of participants in the project. The coordinator will distribute the grant to consortium members.

Do you provide a child protection policy template?

Those projects involving children in the project must have a child protection policy.

For public entities signed declaration on honour is sufficient. Private non-profit entities must submit their child protection policy covering the four areas described in the Keeping Children Safe Child Safeguarding Standards

- Can the same beneficiary participate in different activities under one WP, What if the same participant in activities which are in two different WPs? the same participant will be counted ONLY ONCE within the same WP/event.

Also researches linked to municipalities policies can be eligible?

The scope of the call is meetings/events/ therefore, research is not in the main objective of the project.

For in-situ events, the lump sum amount is intended to cover staff costs, travel and subsistence, room rental/interpretation/translation/technical resources, communication/dissemination costs, costs for research and IT tools, and coordination costs. For online events, costs for travel and subsistence costs have been excluded.

Can each city integrate more than one network in this application?

Yes. To avoid confusion and double funding, please make sure different proposals concern clearly different projects.

Links

NCP CERV Citizens' Forum: <https://eu.jotform.com/euform/CERV-forum> - Join us!

This is the link to DG JUST newsletter: <https://ec.europa.eu/newsroom/just/user-subscriptions/1148/create>

[AGA](#)

[Call document](#)

For the partner search: very useful to contact the NCP in your country or region and use the functionality on the web page of the Call:

on | Funding & tender opportunities

Single Electronic Data Interchange Area (SEDIA)

tenance. **Funding and Tenders Portal services** may not be available on **Friday 17/03/2023 from 08:00 to 09:00 CET**. We apologize for the inconvenience caused.

Organisations Persons Advanced search ^

Programme / Topic

Programme	Topic
<input type="text" value="Select a Programme..."/> ▾	<input type="text" value="Select a Topic..."/> ▾

Location

Country	City ⓘ
<input type="text" value="Select a Country..."/> ▾	<input type="text" value="Type a City..."/>

Organisation	Person profile
Organisation type	Professional profile
<input type="text" value="Select an Organisation type..."/> ▾	<input type="text" value="Select a Professional profile..."/> ▾

Profiles with published Partner search announcements (10801)