

## 2nd Set of Clarifications to questions related to the Submission of Applications

**Call for Proposals: SUPPORT TO CIVIL SOCIETY ACTORS IN CHINA TO STRENGTHENING OF THE RULE OF LAW AND THE PROMOTION AND PROTECTION OF HUMAN RIGHTS AND FUNDAMENTAL FREEDOMS AAP 2020 EIDHR COUNTRY BASED SUPPORT SCHEME – CHINA**

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No.	Question	Answer
1	<p>In regard to the call for proposals EuropeAid/169966/DD/ACT/CN I would like to know where and how to submit the “Declaration of Honour”, Annex H. It states in the guidelines in section 2.1.1 that the declaration should be submitted together with the full proposal, but in Prospect in the part, where the declaration of the applicant is being submitted, it also reads “Declaration of Honour”. In the guidelines it also says, that according to section 2.4 the document shall be submitted even after being pre-selected and during eligibility check. So I am confused when and how (Prospect, Pador, email) this document has to be submitted.</p>	<p>According to the guidelines for grant applicants, Section 2.1.1., page 10 of 35:</p> <p><i>“...provisionally selected lead applicants, co-applicants and affiliated entities are obliged to declare that they are not in one of the exclusion situations through a signed declaration on honour (PRAG Annex A14) together with the full application. ...”</i></p> <p>This is in line with Annex A.2, Section 5.1 Declaration by the lead applicant (full application) that the lead applicant, the co-applicant(s) and the affiliated entity(ies) <b>must fill in and sign a declaration on honour (PRAG Annex A14)</b> as follows:</p> <p><i>vii) the lead applicant, the co-applicant(s) and the affiliated entity(ies) must fill in and sign a declaration on honour (PRAG Annex A14) certifying that they are not in any of the situations excluding them from participating in contracts which are listed in Section 2.6.10.1. of the practical guide (available from the following internet address: <a href="http://ec.europa.eu/europeaid/prag/document.do">http://ec.europa.eu/europeaid/prag/document.do</a>. Furthermore, it is recognised and accepted that if the lead applicant, co-applicant(s) and affiliated entity(ies) (if any) participate in spite of being in any of these situations, they may be excluded from other procedures in accordance with the Financial Regulation in force;</i></p> <p>Please note that Annex A.1, Section 2 Declaration by the lead applicant, Point iv, the lead applicant <u>only needs to declare</u> that the lead applicant, the co-applicant(s) and the affiliated entity(ies) are not in any of the situations excluding them from participating in contracts which are listed in Section 2.6.10.1. of the practical guide.</p> <p>Therefore, in All Cases the Declaration on Honour of the lead applicant, co-applicants and affiliated entity(ies) only needs to be submitted at the latest as an attachment to the Full Application (Annex A.2) and needs to be uploaded in PROSPECT. It does not need to be uploaded in PADOR.</p>

<p>2</p>	<p>We are a civil social organization in China applying for the project (call 169966) authorised by EU, now we are preparing for the Concept Note. When we registered in PADOR, we found that the LEF, Statutes, FIF document and audit report should be uploaded. We also found that Annex D and E are the templates of LEF and FIF, so we would like to know whether the translated copies of legal entity file, bank statement, statutes and audit report(the original documents are in chinese) are obligatory in this stage</p>	<p>According to the guidelines for grant applicants, Section 2.2., page 20 of 35:</p> <p>At concept note stage, only the lead applicants need to register their organisations in PADOR to get a unique ID (EuropeAid ID) which they <b>must mention</b> in their applications and update information concerning their entities.</p> <p>At full application stage, co-applicants and affiliated entity(ies) must register their organisations in PADOR. While the lead applicants must make sure that their PADOR profiles are up to date.</p> <p>After the full application stage, the provisionally selected applicants will be requested to supply supporting documents as mentioned under Section 2.4. of the guidelines for grant applicants for further verification of their eligibility (lead applicant, co-applicant(s) and affiliated entity(ies)).</p> <p>The lead applicants and each co-applicant must ensure that the requested supporting documents are uploaded in PADOR at the latest at Eligibility stage (Step 3), see Section 2.4. of the guidelines for grant applicants:</p> <ul style="list-style-type: none"> <li>• their statutes or articles of association (articles of constitution or equivalent)</li> <li>• proof of registration of organisation</li> <li>• audit reports and/or certified accounts of last 3 completed accounting periods</li> <li>• the respective LEF from each of the applicants (lead applicants and (if any) each co-applicant)</li> <li>• the FIF from the lead applicants</li> <li>• the declaration on honour from lead applicants, co-applicant(s) and affiliated entity(ies).</li> <li>• the LEF and the FIF must be filled out in ENGLISH for the purposes of this call</li> <li>• the lead applicants must have completed all fields in PADOR and uploaded its statutes or articles of association (articles of constitution or equivalent), registration of organisation, etc.</li> <li>• each document must be uploaded in their original language (scan of original document) and together with a non-notarised translation to English for the purposes of this call.</li> </ul>
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