

## **Questions and Answers no 1**

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**EuropeAid/177168/DD/ACT/AM**

### **Civil Society Organisations as Actors for Inclusive Development and Equality**

#### **QUESTION 1: Could you please explain the outcomes for Freedom of Media?**

Answer: As indicated in the guidelines, some indicative activities are proposed. Applicants may add more activities. The Action proposed under Lot 1 is expected to contribute to each of the three outcomes mentioned in 1.2. of the guidelines. Per each outcome the Action should report to at least three of the indicators listed in the guidelines (1.2.)

#### **QUESTION 2: Does the grant's Lot 2 require organizations to offer mental health services or conduct pilots?**

Answer: Lot 2 defines the outcomes that the Action on mental health is expected to achieve. As a result of the implementation of the Action:

- (Outcome 1) Evidence-based policy-regulatory framework, including policy instruments for mental health is adopted and implemented;
- (Outcome 2) Affected population has access to psychosocial-support services;
- (Outcome 3) Citizens are informed on and take an interest in mental health issues.

The applicants are supposed to suggest any interventions that could contribute to achieving the above-mentioned three outcomes, substantiating their choice of proposed interventions/activities, describing to what outputs those will contribute and how those outputs will contribute to achieving the defined outcomes.

#### **QUESTION 3: Are public international organizations eligible to apply?**

Answer: We are not sure what is meant by “public” international organisations.

For the eligibility of applicants, please refer to section 2.1.1 of the guidelines.

International organisations as defined by Article 156 of the EU Financial Regulation are not eligible under this call.

**QUESTION 4: Could you please provide more precise explanation of “Go to” tool?**

Answer: A “go to” tool is a tool that is relied on and regularly turned to for specialised/expert knowledge, a source of information which is regularly or repeatedly chosen when having questions about a specific subject matter.

**QUESTION 5: Does the co-funding applies to all Lots?**

Answer: Yes, please refer to section 1.3 of the guidelines where it is stated that, for each lot, the requested EU contribution should be between 60% and 90% of the total eligible costs of the action. 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 general budget of the Union or the European Development Fund.

**QUESTION 6: Do volunteer work go into co-financing?**

Answer: No, contributions in kind in the form of volunteers’ work will not be accepted as co-financing.

**QUESTION 7: What is the minimum contribution of the applicants?**

Answer: Please see our answer to question 5. In addition, please see below the following table which is for each Action for each lot:

LOTS	EU amount	EU contribution %	Total amount	Co-financing amount
Lot 1	400,000.00 max	60.00%	666,666.67 max	266,666.67 max
	400,000.00 min	90.00%	444,444.44 min	44,444.44 min
Lot 2	2,000,000.00 max	60.00%	3,333,333.33 max	1,333,333.33 max
	2,000,000.00 min	90.00%	2,222,222.22 min	222,222.22 min
Lot 3	1,000,000.00 max	60.00%	1,666,666.67 max	666,666.67 max
	1,000,000.00 min	90.00%	1,111,111.11 min	111,111.11 min

**QUESTION 8: Is there a limit to the number of co-applicants that can apply together with the main applicant?**

Answer: There is no maximum limit to the number of co-applicants for any of the lots.

Please refer to section 2.1.1. of the guidelines for the minimum number of co-applicants needed for each lot and their respective eligibility criteria.

**QUESTION 9: Should an organization apply for only one Lot?**

Answer: Please refer to section 2.1.3 of the guidelines.

A lead applicant can apply as lead applicant once in one lot, and as co-applicant only once in another lot; co-applicants/affiliated entities can apply as co-applicants/affiliated entities only in two different lots and only once for each of the 2 lots.

**QUESTION 10: Could an organization apply for Lot 2 and Lot 3 in one proposal?**

Answer: No, for each lot a separate application shall be submitted.

**QUESTION 11: Should the outcomes and indicators be exactly the same as in the guideline?**

Answer: Actions should contribute to the exact outcomes as described in the Guidelines. Each Action under each lot should contribute to ALL 3 outcomes defined per lot.

When designing a logical framework (at the stage of full application) each action must choose from the exact list of defined outcome indicators (choosing minimum 3 indicators<sup>1</sup> per outcome, as defined in the Guidelines). In addition to choosing indicators from the mandatory list, the applicants may also propose additional outcome indicators, at the same time all output indicators are to be defined by the applicants.

**QUESTION 12: Are outcomes the same as deliverables? How many such deliverables should be ideal for a proposal?**

Answer: No, outcomes are not the same as deliverables.

Outcomes are the medium to long term change that we anticipate to achieve in behaviour, attitude or circumstances.

Deliverables are products produced as a result of activities implemented.

**QUESTION 13: Is there a requirement for the co-applicant to have an experience in project implementation and source for financial resources?**

Answer: There are no such minimum requirements for co-applicants.

However, at full application stage, the evaluation will assess whether the applicants (i.e. lead applicant, co-applicants and, if any, affiliated entities) have sufficient in-house experience of project management, sufficient technical in-house expertise and sufficient management in-house capacity; furthermore, the evaluation will assess whether the lead applicant has stable and sufficient sources of finance.

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<sup>1</sup> Please note that for Lot 2 Outcome 3 and Lot 3 Outcome 3 the minimum number of indicators for which the Action should report to is 2.

**QUESTION 14: Would you given an example of a support to third parties in Lot 1? Would it be a support to another media outlet?**

Answer: To ensure equal treatment of applicants, the contracting authority cannot give a prior opinion on the eligibility of lead applicants, co-applicants, affiliated entity(ies), an action or specific activities.

As indicated in the guidelines (2.1.3.), applicants shall propose financial support to third parties.

The lead applicant should define mandatorily in Section 2.1.1 of Annex A.2 (Grant application form – Full application):

- the overall objectives, the specific objective(s) and the outputs (i.e. the results) to be achieved with the financial support
- the different types of activities eligible for financial support, on the basis of a fixed list
- the types of persons or categories of persons which may receive financial support
- the criteria for selecting these entities and giving the financial support
- the criteria for determining the exact amount of financial support for each third entity
- the maximum amount which may be given
- the adequate guarantees as regards a possible recovery of amounts due within the framework of financial support to third parties
- the criteria for payment (for example for reports based on results to be achieved, or conditional based on clear per-defined criteria) and the type of required supporting documents allowing to ensure the related actual costs eligibility
- the system put in place by the lead applicant to ensure proper follow-up of the financial support to third parties

**QUESTION 15: Foreign NGOs with registered office in Armenia are eligible, is that correct?**

Answer: For the eligibility of applicants, please refer to section 2.1.1 of the guidelines.

To ensure equal treatment of applicants, the contracting authority cannot give a prior opinion on the eligibility of lead applicants, co-applicants, affiliated entity(ies), an action or specific activities.

**QUESTION 16: If a coalition which comprises several organizations applies for the third lot but was only registered legally in 2022, will the collective experience of its member organizations be recognized and considered for the application?**

Answer: To ensure equal treatment of applicants, the contracting authority cannot give a prior opinion on the eligibility of lead applicants, co-applicants, affiliated entity(ies), an action or specific activities.

At full application stage, the evaluation will assess whether the applicants (i.e. lead applicant, co-applicants and, if any, affiliated entities) have sufficient in-house experience of project management, sufficient technical in-house expertise and sufficient management in-house capacity; furthermore, the evaluation will assess whether the lead applicant has stable and sufficient sources of finance.

**QUESTION 17: Can a coalition, which is officially registered as an NGO only 6 months before, can be co-applicant in the project? Are co-applicants also required to present financial history?**

Answer: Applicants should be established in an eligible country at the latest before the deadline for submission of the concept notes.

At full application stage, the evaluation will assess whether the lead applicant has stable and sufficient sources of finance.

**QUESTION 18: Shall the Concept Note include all potential partners and implementers or only lead applicant and co-applicants should be mentioned?**

Answer: The concept note should at least identify the lead applicant, the co-applicants and if applicable the affiliated entities.

**QUESTION 19: Is the co-funding to be provided by the lead applicant only or also by each co-applicant?**

Answer: The co-financing can be provided by the applicants or by another source, on the condition that the funds do not come from the general budget of the Union or the European Development Fund.

**QUESTION 20: Is there any restrictions on how co-funding will be spent?**

Answer: All costs under the action (regardless whether funded by the EU contribution or co-financing sources) must be eligible in accordance with the provisions of Article 14 of the general conditions to the standard grant contract (see Annex G of the guidelines).

**QUESTION 21: Can an ongoing project funded by another donor, be considered as a co-funding, if the ongoing project objectives and outcomes are in line with the concept/proposal.**

Answer: It could be possible, if the co-financing is financed from sources other than the general budget of the Union or the European Development Fund.

**QUESTION 22: Is there acceptable limitation for number of co-applicants? If the group is justified and it is lead+4 co-applicants and two are from EU and three from Armenia and all are from the field, is this acceptable or too big?**

Answer: Please see our answer to question 8.

**QUESTION 23: When would shortlisted applicants be invited to second stage? What is the deadline for the full proposal submission?**

Answer: The indicative date to invite the selected applicants to submit full application is 30 May 2023. The indicative deadline for submission of full proposals is 25/08/2023.

**QUESTION 24: The organisation XXX intends to become a lead in a consortium to apply for Lot 1 of the call (reference EuropeAid/177168/DD/ACT/AM). The budget for this Lot is 400.000EUR. Are we obliged to submit in PADOR an audit report for the last 3 financial years of the whole organization or it's mandatory only for lot 2 and Lot 3? Please, kindly clarify on this issue as detailed as possible.**

Answer: Please refer to section 2.2.5. of the Guidelines.

The requirement for the lead applicant to submit an audit report produced by an approved external auditor is for action grants exceeding EUR 750 000. This requirement therefore only applies for the lead applicants under lot 2 and lot 3 of this call for proposal.

**QUESTION 25: For Lot 3, some outcomes are more the activity of public authorities than that of an NGO. Could you help us see more clearly by giving us examples of what could be achieved?**

Answer: To ensure equal treatment of applicants, the contracting authority cannot give a prior opinion on the eligibility of lead applicants, co-applicants, affiliated entity(ies), an action or specific activities.

These guidelines are the result of numerous consultations, with the respective authorities in charge and representatives of civil society organisations. The guidelines propose certain indicative activities. Other activities may be proposed by applicants.

**QUESTION 26: I'm writing to ask if our project under Lot 1: Freedom of Media should include all three outcomes, specified in the guideline.**

Answer: As per section 1.2. of the guidelines: The Action implemented under Lot 1 is expected to contribute to each of the following three outcomes:

- Outcome 1. Media organisations are managed and perform professionally, independently and sustainably
- Outcome 2. Media organisations and actors develop more reader-relevant, analytical, reliable and responsible content
- Outcome 3. Media regulatory and professional reforms are progressed through participation of civil society, media and public authorities

The applicants are supposed to suggest any interventions that could contribute to achieving the above-mentioned three outcomes, substantiating their choice of proposed interventions/activities, describing to what outputs those will contribute and how those outputs will contribute to achieving the defined outcomes.