

Record of questions

in the framework of the

INTERREG-IPA Bulgaria – Turkey CBC Programme, CCI Number: 2014TC16I5CB005

CALL FOR PROPOSALS: 2014TC16I5CB005-2015-1

No	Question	Answer
1	<p>Are expenditures for preparation of detailed works design eligible under the two priority axes? For example, if the applicant has a conceptual design can he envisage costs for preparation of detailed works design? After preparation of the detailed works design, the specified investment to be implemented in the required ratio for soft and investment measures?</p>	<p>Submission of an Approved detailed works design issued not later than 2 years prior to the submission deadline of the call is a compulsory annex to the application (Annex B6.5) in case such is required by the national legislation of the respective partnering country for the object of intervention. In this respect the absence of such an annex, if required for the object of infrastructural intervention, is a reason for direct elimination of the project proposal without possibility for additional supplementations. According to p. 2.5.3 Eligibility of Expenditures in Guidelines for applicants, expenses for project preparation (meetings between partners, consultancy, studies, feasibility studies, technical surveys, works design, certificates, permits, translation of documents, taxes and other charges arising from preparation of project proposal) are eligible provided that all other conditions for eligibility of expenditure for project preparation are met. The project preparation expenditures should be carried out before or on the date of submission of the project proposals at the latest.</p>
2	<p>Are the expenditures for project preparation under BL6 eligible if they are reported by civil contract with an individual?</p>	<p>The project preparation expenditures have to be assigned according to the procurement rules mentioned in p. 2.3 of the Guidelines for Applicants. Current version of PRAG allows for contracts below or equal to 2500 Euro a payment to be made against invoice without prior acceptance of a tender.</p>
3	<p>Is it possible project partners pay project preparation costs to sub-contractors after signature of the subsidy contract with the MA?</p>	<p>The project preparation expenditures should be carried out before or on the date of submission of the project proposals at the latest. It means that all supporting documents as invoices, acceptance protocols, lists, etc., should be issued before or on the date of submission of the project proposal to the Managing authority at the latest. The expenses for project preparation should be requested for reimbursement and verified only in the first request for reimbursement of the respective project partner and in accordance with the guidelines from the Managing Authority.</p>



4	How many investment projects one applicant can submit?	There is no specific limitation on the number of investment projects an organization may participate in. Under the current call for proposals an institution/organization may submit maximum one project proposals as a Lead Partner. In case an institution/organization has submitted more than one project proposal as a Lead Partner, all these submitted (as Lead partner) proposals will be eliminated. Under the current call for proposals an institution/organization may participate in no more that 3 (three) project proposals as a partner (i.e. if an organization/institution has submitted a proposal as a Lead Partner, it can be a partner in no more than 2 other projects, and if it has not submitted a project as a Lead Partner it can participate as a partner in no more than 3 projects). In case an institution/organization participates in more than 3 (three) project proposal, all submitted proposals will be eliminated.
5	Regional Centre for Distance Learning Haskovo is a general service body of the University of National and World Economy Sofia. Is it eligible RCDL to apply under the INTERREG CBC Bulgaria – Turkey Programme 2014-2020?	The criteria for eligibility of applicants under the Programme are described in point 2.5.1.1 of the Guidelines for applicants. Please, note that these criteria are cumulative and must be fulfilled all together. Particular attention should be paid to the requirements the applicants to be legally established organizations (legal persons) according to the national legislation of the state on whose territory they are located and to be registered in the eligible cross-border region between Bulgaria and Turkey.
6	Does the requirement for registration or organizations at least 12 months before the deadline for submission of project proposals concern only the Lead partner?	The Lead Partner must be registered within the eligible border region between Bulgaria and Turkey at least 12 months before the deadline for submission of project proposals under the current call for proposals. This term does not apply for other project partners except the LP.
7	Which part of the Application Form has to be filled in 3 languages?	Project summary should be filled in English, Turkish and Bulgarian. In case of inconsistency between the three versions, the English version shall prevail.
8	The Guidelines for Applicants contain list of supporting documents for investment projects. It is indicated that in the absence of any of them, the project may be rejected. Are all listed supporting documents required?	All supporting documents for works activities are described in point 3.2 of the Guidelines for applicants and should be submitted together with the Application form.

9	In case the project envisages supply of hardware/software, what shall its type - investment or soft project?	When the project envisages delivery of already developed software products, existing on the market, the expenditure should be considered as supply. In case the project envisages elaboration (programming) of custom/new software, the expenditure should be considered as service. Supply of hardware should be considered as investment cost and depending on the percentage of the investment costs in the project, it should be set as "investment" or "soft measure". In case of "investment" projects the amount of eligible expenses of budget line 5 should be at minimum 70 % of total eligible project costs. In case of "soft" projects the amount of eligible expenses of budget line 5 should be maximum 50 % of total eligible project costs.
10	Isn't the evaluation criteria "Background of the applicant in relation to the Programme" a discriminatory one?	The criterion for technical evaluation "The project partners have implemented contract(s) under the Bulgaria – Turkey IPA CBC Programme 2007-2013 with a good financial execution rate (60%)" is one of the five criteria intended to assess the managing capacity of the applicants.
11	The Guidelines for Applicants stipulate that the financial agreement between the EU and the Republic of Turkey has not been signed at the date of publication of the First Call. Is the situation at present the same?	The Financing Agreement between the European Commission and the Government of the Republic of Turkey for allocation under the Programme has not been signed at the date of publication of the present version of the answers to questions from potential applicants.
12	In which budget line shall be envisaged the expenditures for author supervision?	According to section 2.5.3. of the guidelines for applicants Expenditures for supervision (if necessary) including authors supervision – in compliance with the relevant national legislation are eligible under BL 5, Sub-line "Small scale construction".
13	Is the amount of the team members' remuneration bound to the amount of the implemented activities? Is it possible to delay their payment due to verification of the costs?	The amount of the salary of each member of the project team is determined in the relevant contract concluded between the beneficiary and the member of the project team. The payment of the salary is an obligation of the employer and is due according to the relevant national legislation. The reimbursement of these amounts is done by the MA as a flat rate which is a percent from the verified direct costs requested for payment by the beneficiary.



14	Is it possible an organization member to perform investment supervision under the project and a civil contract for services to be concluded with this person?	According to section 2.5.3. of the Guidelines for applicants the expenses for contracting of employees of the partner organizations as external experts, e.g. as freelancers shall not be eligible.
15	Is it possible an organization's car to be rented under the project and are the related expenditures for fuel eligible?	A vehicle of the organisation cannot be rented for the project but expenditure for fuel of personal vehicle or vehicle of the organization are eligible and is budgeted in kilometres (maximum 0, 21 euro per kilometre). It has to be taken into account that only expenses for fuel of vehicle used for project activities shall be budgeted.
16	Is it possible an organization's member who is not a team member to execute services and to be paid by the project?	According to section 2.5.3. of the Guidelines for applicants the expenses for contracting of employees of the partner organizations as external experts, e.g. as freelancers shall not be eligible.
17	Could NGOs be beneficiaries under Specific objective 1.1?	The criteria for eligibility of applicants under the First Call for proposal are described in point 2.5.1 of the Guidelines for applicants. Please, note that these criteria are cumulative and must be fulfilled all together. The list of potential beneficiaries under each specific objective is indicative.
18	Are there any limitations concerning the number of team members?	According to the Guidelines for applicants there are no limitations concerning the number of team members.
19	Is there a requirement for lack of obligations of applicants to the state budget and National Insurance Institute? If there is such a requirement, what documents must be submitted?	At the application stage, the LP on behalf of all partners should sign a "Declaration of eligibility" (Annex A3), declaring that all project partners including Lead Partner, do not fall into any of the exclusion situations described in part "2.5.1.1 General Criteria for Eligibility of Applicants", one of them is not fulfilled obligations of each project partner relating to the payment of debts to the consolidated state budget. Submission of certificates for lack of obligations (taxes and social security duties) is not required at the time of application, but will be required before signing the subsidy contract. Please also note that the Evaluation Committee can request additional documents or explanations, for clarification or justification of information/documents submitted in the project proposal.



<p>20</p>	<p>1. Is it eligible a project proposal to include only one of the activities listed under Priority Axis 1 specific objective 1.1? 2. Is it possible reforestation to be carried out in an area different from a riverbed, wetland, and floodplains? For example a terrain which needs afforestation/recreational events as a result of fires, but different from the above listed. 3. What is meant by "small scale investment" - is there a percentage limit for these costs against the total project budget, or the rule BL 5 'Equipment Works' to be from 50% to 70% applies? 4. Is it eligible a project proposal to include one activity from Priority Axis 1 - Specific objective 1.1 and one activity under Priority Axis 1 Specific objective 1.2?</p>	<p>1. The number, nature, scope and contents of the activities have to be decided by the project partners. Detailed description of the eligible activities under this call for proposals are given in section 2.5.2.3 "Eligible Activities". Please note that the provided list of activities is not exhaustive. 2. The provided list of activities is not exhaustive and other activities within the scope of the respective Specific Objective may be eligible if properly justified. 3. "Investment" projects mainly include investment activities (works, supply, etc.). Such projects may also include "soft" measures. In the "investment" projects expenditures for investment activities should form at least 70 % of total eligible project costs. 4. A project proposal may be submitted for financing under only one Specific objective which must be clearly indicated in the application form. This is obligatory condition. If the project includes activities from two or more different specific objectives it will be ineligible.</p>
<p>21</p>	<p>While filling the application form, some problems occur: - The budget items cannot be filled, the document asks you to remove the page protection, and when you try to do that it asks for a password. - In some part of the AF, for example item 3.4 (description/specification) when you write something long, full paragraph appears when you click on that column twice. It means that those parts will not be readable in the hardcopy.</p>	<p>Potential applicants are reminded that modifying the standard application form or Annexes will result in the rejection of the submitted application. The budget tables except "T2-B (PP1)" ... "T2-B (PP5)" and small part of "Table 5-Sources" are programmed to be filled in automatically and it is normal the AF to ask for password when applicants are trying to fill in information in protected cells. There are also write-protected cells in budget tables "T2-B (PP1)" ... "T2-B (PP5)" and "Table 5-Sources" which protection should be preserved. Applicants should not try to unprotect the AF in any case because it may lead to serious mistakes and inequalities in the final AF. The issue in the second question - the function "wrap text" does not function in some cells - is caused by older versions of office suites like MS Office v.2007 and lower. Applicants are advised to use MS Office v.2010 or higher or contemporary editions of other similar office suites.</p>



22	<p>Will the financial support under INTERREG - IPA Bulgaria - Turkey Programme be considered as De-minimis aid?</p>	<p>Due to the fact the funds granted by the Interreg IPA CBC Bulgaria – Turkey Programme are of a public nature, all projects financed under the Programme shall be subject to state aid assessment.</p> <p>The grant under INTERREG - IPA Bulgaria - Turkey Programme constitutes State aid if all of the following conditions are met:</p> <ol style="list-style-type: none"> 1. Presence of Public resources. 2. The measure granted confers an economic advantage (a benefit) to an undertaking, which it would not have otherwise received. 3. The measure granted by the State is selectively favouring certain undertakings or the production of certain goods. 4. The grant distorts or threatens to distort competition. 5. The grant affects trade between Member States. <p>If one of the State aid criteria is not met, the grant in question does not constitute State aid.</p> <p>Public support given by the Programme to undertakings from Bulgaria for activities of economic character will be granted under the de-minimis rule. This implies that Bulgarian undertakings will receive grants only if they have not received public aid under the de-minimis rule with a total more than 200,000 EUR within three fiscal years from the date of granting the aid. This ceiling is reduced to 100,000 EUR in the road transport sector.</p> <p>Detailed information concerning application of the state aid rules under the Programme is provided in section 1.5. of the Guidelines for applicants.</p>
23	<p>We are an NGO from Yambol. We were at the meeting in Edirne on 21.01.2016 looking for a partner organization in a project under the CBC Programme. We would like to ask for access to the partner database. Thank you in advance!</p>	<p>The partner search database is available online at the address: http://www.ipacbc-bgtr.eu/partners?country=45&term_node_tid_depth=45&field_priority_tid=All.</p>
24	<p>Is the branch of a legal institute (Foundation, registered in Sofia, with the branches in the eligible area with a legal statute (legal entity with legal personality) eligible according to the provisions of the Applicant's Guide (page 18)?</p>	<p>The criteria for eligibility of applicants under the First Call for proposals are described in point 2.5.1.1 of the Guidelines for applicants. Please, note that these criteria are cumulative and must be fulfilled all together. Particular attention should be paid to the requirements the applicants to be legally established organizations (legal persons) according to the national legislation of the state on whose territory they are located and to be registered in the eligible cross-border region between Bulgaria and Turkey.</p>