

Interreg IPA Cross-border Cooperation Programme Croatia-Serbia 2014-2020

1st Call for Proposals

QUESTIONS & ANSWERS

Last updated 21 June 2016

Contents

A. Eligibility	2
B. Budget	18
C. Application form	26
D. Implementation	29
E. Other	31

A. Eligibility

1	Q	<p>Representing our association I would like to ask a question regarding the eligibility of applicants on the first call for proposals on Interreg IPA Cross-border Cooperation Programme Croatia-Serbia 2014-2020. The intention of our association is to submit a project proposal as a Project Partner, but we would like to know if the Lead Partner may be a State authority or one of the Ministries of the Republic of Serbia? Taking into account their legal status and the fact that they are based outside the Programme area, but they certainly have the authority in the designated area.</p>
	A	<p>Eligibility of applicants (Lead Partner and Project Partners) is subject of Assessment and selection process (1. Step) described in 1st Call for Proposals Guidelines for Applicants (section 4.). Therefore, at this stage, we cannot provide information related to any of the eligibility criteria.</p> <p>Further information concerning your question, however, depending on project proposal to be developed with your partners, can be found in the following sections:</p> <ul style="list-style-type: none"> ▪ GfA, section 2.3.1. Eligibility of applicants (Lead Partner and Project Partners), ▪ GfA, section 2.3.2. Eligibility of activities with special attention to „Activities outside Programme area“ and related limitations.
2	Q	<p>Business incubator Subotica Ltd is a service center that offers young entrepreneurs premises, business infrastructure and the necessary knowledge needed for a successful business venture for a period of 3 years, and in that way it presents a catalyst in the process between establishing and developing a company. Business incubator Subotica main owner is City of Subotica (60%), VIP Fund (10%), Technical College Subotica (10%), Panonreg Agency (10%) and ATB Sever (10%) - That is predominantly state owned institutions. Incubator is registered as a Ltd but we reinvest our profit every year in the firm. The profit is not divided to owners. Our question is: can our institution apply in this project - Interreg IPA Cross-border Cooperation Programme Croatia-Serbia 2014-2020.</p>
	A	<p>Eligibility of applicants (Lead Partner and Project Partners) is subject of Assessment and selection process (1. Step) described in 1st Call for Proposals Guidelines for Applicants (section 4.). Therefore, at this stage, we cannot provide information related to any of the eligibility criteria.</p> <p>Further information concerning your question, however, depending on project proposal to be developed with your partners, can be found in the following sections:</p> <ul style="list-style-type: none"> ▪ GfA, section 2.3.1. Eligibility of applicants (Lead Partner and Project Partners). <p>Please note that the criteria that relates to the “non-profit-making legal person/entity”) shall be proven by statute and/or articles of association/decision on establishment of the respective institution in accordance with relevant law.</p>
3	Q	<p>Please be so kind and suggest possible solution to the following issue: we plan to join in our project proposal all 4 Croatian counties (their RDAs) and two to three Serbian development agencies.</p> <p>The number of partners is limited to 5 (According to Guidelines, p.21: The maximum number of partners in Application is five (5) including the Lead Partner).</p> <p>Is there a way to keep all interested partners in the project, joint in some other form like consortium for example?</p>
	A	<p>Eligibility of applicants (Lead Partner and Project Partners) are subject of Assessment</p>

		<p>and selection process (1. Step) described in 1st Call for Proposals Guidelines for Applicants (section 4.). Therefore, at this stage, we cannot provide information related to any of the eligibility criteria.</p> <p>Please pay attention that total number of project partners (including Lead Partner) is 5 (five) and that Lead Applicant has to be registered at least 12 months prior to the deadline for submission of applications.</p>
4	Q	<p>U okviru dokumenta Guidelines for Applicants objavljenog u sklopu prvog poziva Interreg IPA CBC Programme Croatia-Serbia 2014-2020, u poglavlju 2.3.1 Eligibility of applicants, navedeno je da određena institucija može biti partner na projektu ukoliko je neprofitna organizacija od javnog interesa. Također, u indikativnoj listi potencijalnih aplikanata, pod prioritetsnom osom 2, navedeno je da je moguće učešće javnih institucija (npr. instituti i druge istraživačke organizacije). Institut za vodoprivredu "Jaroslav Černi" registrovan kao privredno društvo - akcionarsko društvo (Republika Srbija je osnivač Instituta. Institut je u državnoj svojini 92%). Sa druge strane. Institut je akreditovan kao istraživačko razvojni institut i registrovan je da vrši pretežnu delatnost istraživanja i razvoja u prirodnim i tehnološkim i tehničkim naukama.</p> <p>Također, na osnovu Zakona o budžetu Republike Srbije, Institut ostvarenu dobit ne raspoređuje, a raspoloživa likvidna sredstva koristi za finansiranje investicija.</p> <p>Molim vas za pojašnjenje da li Institut za vodoprivredu "Jaroslav Černi" može učestvovati kao partner na projektu u okviru IPA CBC Programme Croatia-Serbia 2014-2020.</p>
	A	<p>Eligibility of applicants (Lead Partner and Project Partners) is subject of Assessment and selection process (1. Step) described in 1st Call for Proposals Guidelines for Applicants (section 4.). Therefore, at this stage, we cannot provide information related to any of the eligibility criteria.</p> <p>Further information concerning your question, however, depending on project proposal to be developed with your partners, can be found in the following sections:</p> <ul style="list-style-type: none"> ▪ GfA, section 2.3.1. Eligibility of applicants (Lead Partner and Project Partners). <p>Please note that the criteria that relates to the “non-profit-making legal person/entity”) shall be proven by statute and/or articles of association/decision on establishment of the respective institution in accordance with relevant law.</p>
5	Q	<p>The Programme may finance activities performed outside the Programme area up to the limit of 20% of the support from the Union at Programme level. What is the amount of the support from the Union at Programme level?</p>
	A	<p>It is stipulated in the GfA, section 1.3. that the overall budget of the Programme for period 2014-2020 is 40.344.930 EUR (100%) out of which the EU funding is 34.293.188 EUR (Programme amount in the percentage of 85%) and 6.051.742 EUR represents national co-financing (15%).</p>
6	Q	<p>We would like to be informed in regard with the eligibility of our organization, regarding the 1st Call for Proposals within Interreg IPA CBCooperation Croatia-Serbia 2014-2020. Namely, we – the Regional Environmental Center – Country office Serbia, are a non-profit and non-governmental organization, fully recognized by the Serbian Legal System as an international organization, with a registration made in the Diplomatic Protocol of the Ministry of Foreign Affairs of Republic of Serbia, all based on an agreement signed between the Serbian and Hungarian Government, and a Law on that agreement adopted by the Serbian National Parliament.</p>

		<p>We intend to be a partner in a consortium, which should consist of: Municipality Bogatic, Municipality Mali Zvornik, Municipality Nijemci, and probably Municipality Ljubovija.</p> <p>Accordingly, we kindly ask you to help us to clarify our eligibility for the participation in the 1st Call for Proposals within Interreg IPA CBCooperation Croatia-Serbia 2014-2020.</p>
	A	<p>Eligibility of applicants (Lead Partner and Project Partners) is subject of Assessment and selection process (1. Step) described in 1st Call for Proposals Guidelines for Applicants (section 4.). Therefore, at this stage, we cannot provide information related to any of the eligibility criteria.</p> <p>Please pay attention that total number of project partners (including Lead Partner) is 5 (five) and that Lead Applicant has to be registered at least 12 months prior to the deadline for submission of applications.</p>
7	Q	<p>If I may I would like to ask you one additional question, can the Faculty of Medicine in Split be the lead partner in this project (all of the activities will be done in and for the benefit of the region designated in the project call)?</p>
	A	<p>Eligibility of applicants (Lead Partner and Project Partners) is subject to Assessment and selection process (1. Step) described in 1st Call for Proposals Guidelines for Applicants (section 4.). Therefore, at this stage, we cannot provide information related to any of the eligibility criteria.</p> <p>Further information concerning your question, however, depending on project proposal to be developed with your partners, can be found in the following sections:</p> <ul style="list-style-type: none"> ▪ GfA, section 2.3.1. Eligibility of applicants (Lead Partner and Project Partners), ▪ GfA, section 2.3.2. Eligibility of activities with special attention to „Activities outside Programme area“ and related limitations.
8	Q	<p>Poštovani,</p> <p>Pošto u vodiču za apliciranje nigde nisam pronašao da eksplicitno piše da li jedan LB ili jedan partner mogu da budu samo na jednom programu postavljam sledeće pitanje:</p> <p>- Da li po ovom pozivu mogu da učestvuju LB sa jednim projektom i partneri sa jednim projektom ili postoji mogućnost učešća istih na više od jednog projekta i u kom svojstvu?</p> <p>Unapred zahvalan na odgovoru.</p>
	A	<p>Eligibility of applicants (Lead Partner and Project Partners) is subject to Assessment and selection process (1. Step) described in 1st Call for Proposals Guidelines for Applicants (section 4.). Therefore, at this stage, we cannot provide information related to any of the eligibility criteria.</p> <p>Further information concerning your question, however, depending on project proposal to be developed with your partners, can be found in the following sections:</p> <ul style="list-style-type: none"> ▪ GfA, section 2.3.1. Eligibility of applicants (Lead Partner and Project Partners),
9	Q	<p>Business Incubator Subotica Ltd is a service center that offers young entrepreneurs premises, business infrastrucutre and the necessary knowledge needed for a successful business venture for a period of 3 years, and in that way it presents a catalyst in the precess between establishing and developing a company.</p> <p>Business Incubator Suboticas main owner is City of Subotica (60%1, VIP Fund (10%1, Technical College Subotica (10%), Panonreg Agency (10%) and ATB Sever \$0%) - That is predominantly state owned institutions.</p> <p>Incubator is registered as a Ltd but we reinvest our profit every year in the firm. The profit is not divided to owners.</p>

		Our question is, can our institution apply in this project - Interreg IPA Cross-border Cooperation Programme Croatia-Serbia 2014-2020.
	A	<p>Eligibility of applicants (Lead Partner and Project Partners) is subject of Assessment and selection process (1. Step) described in 1st Call for Proposals Guidelines for Applicants (section 4.). Therefore, at this stage, we cannot provide information related to any of the eligibility criteria.</p> <p>Further information concerning your question, however, depending on project proposal to be developed with your partners, can be found in the following sections:</p> <ul style="list-style-type: none"> ▪ GfA, section 2.3.1. Eligibility of applicants (Lead Partner and Project Partners). Please note that the criteria that relates to the “non-profit-making legal person/entity” shall be proven by statute and/or articles of association/decision on establishment of the respective institution in accordance with relevant law.
10	Q	<p>Tvrtka Agrokor-Energija (preko tvrtke Energija Gradec) u svom vlasništvu na području Republike Hrvatske ima 5 bioplinskih postrojenja za proizvodnju električne energije, ukupne snage 9,8 MW. Osim upravljanja svojim postrojenjima tvrtka se bavi inženjering i konzulting uslugama vezanim za razvoj novih bioplinskih elektrana. Obzirom da u našem planovima postoji nekoliko potencijalnih projekata koje bi željeli razvijati zajedno sa partnerima iz Republike Srbije (na području obuhvaćenim programom) zainteresirani smo za korištenje sredstava iz Interreg IPA programa.</p> <p>Proučili smo dokumente koji su postavljeni na web stranicama te imamo nekoliko pitanja:</p> <ol style="list-style-type: none"> 1. Da li je predviđeno financiranje izgradnje bioplinskih elektrana? 2. Da li je predviđeno financiranje uzgoja energetske biljake koje bi se uz „poljoprivredni otpad“ koristile kao sirovina za proizvodnju električne energije? 3. Koliki je maksimalni iznos bespovratnih sredstava koje je moguće dobiti za jedan projekt? - u dokumentima je naveden samo ukupan iznos proračuna za prioritetnu os 2 4. Koliki postotak ukupnog troška projekta je moguće financirati iz sredstava programa? 5. Da li je moguće dobiti sredstva neovisno o veličini tvrtke ili su sredstva namijenjena određenim kategorijama tvrtki?
	A	<p>1. and 2. Eligibility of activities is subject of Assessment and selection process (1. Step) described in 1st Call for Proposals Guidelines for Applicants (section 4.). Therefore, at this stage, we cannot provide information related to any of the eligibility criteria. Furthermore, please note that section 2.3.2. of Guidelines for Applicants, provides an <u>indicative</u> list of eligible activities for Priority axis 2.</p> <p>3. Any grant requested under 1st Call for Proposals must fall between the minimum and maximum amounts per each Operation (project) stated in table on page 13 in section 1.3. of Guidelines for Applicants (for Priority Axis 2 the minimum amount is 300.000 euro and maximum amount is 1.500.000 euro).</p> <p>4. The maximum percentage of EU financing per Operation (project) is 85%, as stated in section 1.3. of Guidelines for Applicants.</p> <p>5. Eligibility of applicants (Lead Partner and Project Partners) is subject of Assessment and selection process (1. Step) described in 1st Call for Proposals Guidelines for Applicants (section 4.). Therefore, at this stage, we cannot provide information related</p>

		<p>to any of the eligibility criteria. Please pay attention to the eligibility of applicants, stated in section 2.3.1. of Guidelines for Applicants (mandatory criteria that must be met) and <u>indicative</u> list of potential applicants under the Priority axis 2.</p> <p>Further information concerning your question, however, depending on project proposal to be developed with your partners, can be found in the following sections:</p> <ul style="list-style-type: none"> ▪ GfA, section 2.3.1. Eligibility of applicants (Lead Partner and Project Partners), ▪ GfA, section 2.3.2. Eligibility of activities, ▪ Cooperation Programme, section 2.2. Description of Priority Axis 2.
11	Q	<p>Poštovani, može li u ovom pozivu jedna institucija prijaviti više projektnih prijedloga? Ima li ikakvih ograničenja s obzirom na vodećeg partnera?</p>
	A	<p>Please note that, in line with section 2.3.1. of Guidelines for Applicants, under the 1st Call for Proposals an institution / partners' organization may be:</p> <ul style="list-style-type: none"> ▪ selected for funding in not more than 2 (two) operations as a Lead Partner (within different priority axes); ▪ Applicant applying as a Lead Partner (LP) may be Project Partner (PP) in any other Application at the same time; ▪ Project Partner may take part and be selected for funding in more than one Operation under this CfP. <p>However, eligibility of applicants (Lead Partner and Project Partners) is subject of Assessment and selection process (1. Step) described in Section 4 of Guidelines for Applicants.</p> <p>Further information concerning your question, however, depending on project proposal to be developed with your partners, can be found in the following section:</p> <ul style="list-style-type: none"> ▪ GfA, section 2.3.1. Eligibility of applicants (Lead Partner and Project Partners).
12	Q	<p>Molimo Vas da nam pojasnite pitanje u vezi prihvatljivosti troškova. Naime naše pitanje je-dali izrada projektne dokumentacije može biti projektna aktivnost, odn. dali izrađena dokumentacija može biti rezultat na projektu? Na primjer; ako vodeći partner ima aktivnost izgradnje (biciklističkih staza), a partneri imaju aktivnost izrade projektne dokumentacije (za biciklističke staze) i pri tome napominjemo da su sve aktivnosti vezane za istu temu-biciklističke staze područja. Dali je to prihvatljivo?</p>
	A	<p>Eligibility of activities and costs are subject of Assessment and selection process (1. Step) described in 1st Call for Proposals Guidelines for Applicants (section 4.). Therefore, at this stage, we cannot provide information related to any of the eligibility criteria.</p> <p>However, please note that project partners in the project are not obliged to implement the same activities on both sides of the Programme area, but to implement activities that demonstrate a clear cross-border effect to the Programme area under the same specific objective of relevant priority axis.</p> <p>Also, please bear in mind that in case of activities that involve infrastructure, relevant documents will be requested prior contracting phase, in line with section 4.2. of GfA (Contracting).</p> <p>Further information concerning your question can be found in the section 2.3.2. of GfA (Eligibility of Activities) and section 4.5.6. of Programme Rules on Eligibility of Expenditures (Infrastructure and works expenditure) published on the Programme website.</p>
13	Q	<p>Bila bih vam zahvalna kada biste nam mogli pomoći u tumačenju oko stavke "non profit entity" za partnera na prekograničnom programu Hrvatska - Srbija.</p>

		<p>Naime, želeli bismo uključiti Zračnu luku Osijek koja je u formi doo. Njeni osnivači su Republika Hrvatska, Županija i grad Osijek, koji bi u slučaju ostvarivanja eventualne dobiti na isplatu iste i imali pravo, kao što se vidi na str. 9 Društvenog ugovora (u prilogu).</p> <p>Stoga bismo vas molili za tumačenje da li je partner koji je osnovan u formi doo, ali čiji su osnivači državni organi, prihvatljiv za učešće na projektu.</p>
	A	<p>Eligibility of applicants (Lead Partner and Project Partners) is subject of Assessment and selection process (1. Step) described in 1st Call for Proposals Guidelines for Applicants (section 4.). Therefore, at this stage, we cannot provide information related to any of the eligibility criteria.</p> <p>Further information concerning your question, however, depending on project proposal to be developed with your partners, can be found in the following sections:</p> <ul style="list-style-type: none"> ▪ GfA, section 2.3.1. Eligibility of applicants (Lead Partner and Project Partners). <p>Moreover, please note that requested supporting documents such as statutes and registration acts (for each partner organization) will be assessed during the Assessment and selection process (1. Step) to verify eligibility of applicants.</p>
14	Q	<p>Is projecting a bicycle route and acquiring all the following construction documentation a valid expenditure in this call for proposals?</p>
	A	<p>Eligibility of activities and costs are subject of Assessment and selection process (1. Step) described in 1st Call for Proposals Guidelines for Applicants (section 4.). Therefore, at this stage, we cannot provide information related to any of the eligibility criteria.</p> <p>Further information concerning your question can be found in the section 2.3.2. of GfA (Eligibility of Activities) and section 4.5.4. of Programme Rules on Eligibility of Expenditures (External expertise and services costs) published on the Programme website.</p>
15	Q	<p>At the head 2.3.1 of the Guideline for Applicants we can read that "Lead Applicant has to be registred at least 12 months prior to the deadline for submission of applications". Then, what register does it mean? legal register of non-profit-making associations and/or entites in respecting participatin country? We understand that the Lead Applicant exist legally since at least 1st July 2015, is it correct?</p>
	A	<p>Please note that all applicants/project partners (including the Lead Applicant) have to meet criteria set in points 1, 2 and 3 of first paragraph of section 2.3.1. of GfA. However, the applicant/project partner that will be assigned as a Lead Applicant in the project proposal must meet additional criterion set in point 4 (which is not obliged for other applicants/partners in the project proposal). Moreover, as the Lead Applicant has to be registered at least 12 months prior to the deadline for submission of applications, the registration must be done no later than 30 June 2015.</p> <p>For detailed information regarding the eligibility of applicants, please consult entire section 2.3.1. of GfA available on the Programme website, on the following link: http://www.interreg-croatia-serbia2014-2020.eu/calls-for-proposals/.</p>
16	Q	<p>From the guidelines for applicant it is clear what are the min. and max. grant sizes and they are as below:</p>

Priority axis	Min (in EUR)	Max (in EUR)
Priority axis 1	300.000	1.000.000
Priority axis 2	300.000	1.500.000
Priority axis 3	300.000	1.500.000
Priority axis 4	300.000	1.000.000

However, if we are for example taking about Priority axis 2., with min. grant being 300.000,00EUR, and a project with two participants, does this mean:
a) each applicant has to have min. 300.000 EUR in their budget
b) joint budgets have to be min. 300.000
Also, when you say min. 300.000 does this refer to the 85% of the grant or to the 100% which consists out of 85%+15%?

A For Priority axis 2 limitations in amount of grant is set between 300.000 EUR (min) and 1.500.000 EUR (max). The grant represents the EU financing with applicable rate between 20% and 85% of the overall project budget (of all project partners included in the project proposal). Other (min) 15% of the overall project budget financing must be co-financed from the partners' organisations.

For further details, please consult section 1.3. of the GfA and presentation "Guidelines for Applicants for 1st Call for Proposals" with the example of EU and national co-financing rates, that are available on Programme website at the following link:
<http://www.interreg-croatia-serbia2014-2020.eu/calls-for-proposals/>.

17 Q Poštovani,
moje pitanje je slijedeće: mogu li oba partnera (jedan iz Hr, drugi iz Srb) izabrati istog izvođača za tehničku pomoć u provedbi projekta i da taj izvođač bude uključen u budget obje strane (dakle da pruža tehničku pomoć provedbi cjelokupnog projekta s obje strane granice i da ga svaki partner plaća zasebno ili svaki partner mora imati tehničku pomoć iz svoje zemlje tj. ne može biti isti konzultant za oba partnera)? Isto pitanje vrijedi i za design logotipa projekta i pripremu za tisak promo materijala.

A Eligibility of activities and costs are subject of Assessment and selection process (1. Step) described in 1st Call for Proposals Guidelines for Applicants (section 4.). Therefore, at this stage, we cannot provide information related to any of the eligibility criteria.

Please note that the applicants' competency in managing EU funded projects (operational criteria) is mandatory for Lead Applicants and will be assessed during quality assessment procedure of submitted project proposals.

Furthermore, please bear in mind that eligible external expertise for expenditure category "External expertise and services costs" can be found in the section 4.5.4. (External expertise and services costs) of Programme Rules on Eligibility of Expenditures.

Also, for all public procurement procedures general principles and rules must be respected.

Further information concerning your question, however, depending on project proposal to be developed with your partners, can be found in the following sections:

- GfA, section 2.3.2. Eligibility of activities,
- GfA, section 2.3.3. Eligibility of expenditures,
- Programme rules on Eligibility of Expenditures, section 4. Eligibility of expenditures,
- Public Procurement available on the Programme website, on the following link:

		http://www.interreg-croatia-serbia2014-2020.eu/programme-implementation/public-procurement/.
18	Q	<p>Obraćam Vam se s pitanjima o prihvatljivosti Brodarskog instituta Zagreb kao potencijalnog partnera / prijavitelja.</p> <ol style="list-style-type: none"> 1. Da li prijavitelj mora biti registriran u programskom području ili može biti iz bilo kojeg dijela Hrvatske, ako se projektne aktivnosti odvijaju u programskom području? 2. Brodarski institut je prošle godine primio državno jamstvo koje se tretira kao potpora, sukladno Uredbi EC 651/2014, te ima otvoren proces restrukturiranja. Da li je s obzirom na to prihvatljiv prijavitelj? 3. Brodarski institut ima dugoročan kredit za restrukturiranje od HBOR-a. Da li je s obzirom na to prihvatljiv prijavitelj?
A		<ol style="list-style-type: none"> 1. Project partner must be registered in one of respecting participating country, i.e. Croatia or Serbia. 2. Eligibility of applicants (Lead Partner and Project Partners) is subject of Assessment and selection process (1. Step) described in 1st Call for Proposals Guidelines for Applicants (section 4.). Therefore, at this stage, we cannot provide information related to any of the eligibility criteria. However, please note that this Programme considers eligible <i>de minimis</i> support up to 200.000 EUR over a period of three fiscal years. For further information, please refer to: <ul style="list-style-type: none"> - Section 6.2 of Programme rules on eligibility of expenditures - Section 1.6 of Guidelines for Applicants 3. Eligibility of applicants (Lead Partner and Project Partners) is subject of Assessment and selection process (1. Step) described in 1st Call for Proposals Guidelines for Applicants (section 4.). Therefore, at this stage, we cannot provide information related to any of the eligibility criteria.
19	Q	<p>Have two questions for Interreg IPA Cross-border Cooperation Programme Croatia-Serbia 2014-2020?</p> <ol style="list-style-type: none"> 1) Are churches (Archdioces or Dioces) eligible applicants (both Croatian and Serbian)? 2) Are organs restoration eligible activities?
A		<p>Please note that one of the criteria set for applicant's eligibility is that applicant must be non-profit-making legal person/entity established by public or private law for the purposes of public interest or specific purpose of meeting needs of general interest. Moreover, eligibility of applicants (Lead Partner and Project Partners) and eligibility of activities and costs is subject of Assessment and selection process (1. Step) described in 1st Call for Proposals Guidelines for Applicants (section 4.). Therefore, at this stage, we cannot provide information related to any of the eligibility criteria.</p> <p>Further information concerning your question, however, depending on project proposal to be developed with your partners, can be found in the following sections:</p> <ul style="list-style-type: none"> • GfA, section 2.3.1. Eligibility of applicants (Lead Partner and Project Partners); • GfA, section 2.3.2. Eligibility of activities.
20	Q	<p>Razvojna agencija Grada Sombora učestvuje kao partner u IPA Srbija-Hrvatska 2014-2020 zajedno sa OB Radivoj Simonović Sombor a sa hrvatske strane lider partner je Dom zdravlja Našice i NARA Našice. Pojavljuje se mogući problem kod RAGS.a u vezi završnog računa za 2013, 2014 2015 god naime prethodno rukovodstvo je 2012 kupilo osnovno sredstvo (AUTOMOBIL) za veliku finansisku efektivu i vrlo brzo prodalo za male pare gde u međuvremenu nije obračunata amortizacija i zbog toga je završni račun u minusu. Naš osnivač je Grad Sombor 50% i Javna preduzeća po 10% čiji je osnivač Grad Sombor. Grad Sombor u 100% finansira funkcionisanje RAGS-a za šta imamo svake godine potpisan ugovor o finansiranju sa Gradom Somborom.</p>

		<p>Napominjem da RAGS nema nikakve finansijske obaveze prema bankama ni drugim finansijskim ustanovama da su svi porezi i doprinosi prema državi uredno na vreme izmireni, sve plate prema zaposlenima se na vreme isplaćuju i nikada od osnivanja RAGS-a nismo uzimali bilo kakav kredit. PITANJE Da li mi kao takvi možemo da učestvujemo u IPA Srbija-Hrvatska kao partner sa obzirom na završni račun?</p> <p>NAPOMENA: Smanjen je gubitak po završnom računu sa 420 000 din na 216 000 din gde bi ove godine bili pozitivni</p>
	A	<p>Please note that, regarding eligibility of applicants, set criteria are stated in GfA, section 2.3.1. (Eligibility of applicants) and these must be respected under this Call for Proposals.</p> <p>Eligibility of applicants (Lead Partner and Project Partners) is subject of Assessment and selection process (1. Step) described in 1st Call for Proposals Guidelines for Applicants (section 4.). Therefore, at this stage, we cannot provide information related to any of the eligibility criteria.</p> <p>Please note that, in line with Guidelines for Applicants for the 1st Call for Proposals, no financial data are requested from the project partners.</p>
21	Q	<p>S obzirom da su Hrvatske vode partner na projektu koji je odobren prošle godine, dakle financira se iz programskog razdoblja 2007-2013 i trajat će naredne 2 godine, a u tom pozivu je pravilo bilo da se partneri ne mogu prijaviti na više projekata, zanima nas mogu li Hrvatske vode biti partner na projektu koji bi se prijavio na 1. pozivu za programsko razdoblje 2014-2020?</p>
	A	<p>Please note that restrictions related to the financial perspective 2007-2013 do not apply to this Programme. All criteria of eligibility of applicants as well as restrictions concerning this CfP are given in GfA, section 2.3.1. (Eligibility of applicants).</p> <p>Moreover, please bear in mind that competency in managing EU funded projects or other international projects or/adequate measures for management support of the Lead Partner will be assessed during the assessment of project proposals, therefore such is not permitted, thus favourable.</p> <p>However, please pay attention that double financing is not eligible (i.e. expenditures must not be financed from other sources under the Union Funds or other (national) Funds).</p>
22	Q	<p>I have several questions regarding Interreg IPA CBC Croatia-Serbia call.</p> <ol style="list-style-type: none"> 1. Since there is no language barrier between Croatia and Serbia, are national languages allowed for the correspondence between partners in e-mails, which would be presented as a proof of joint collaboration during the application or all correspondence must be in English? 2. Can two persons for assistance in project management be employed within the project, each for one side (Croatian and Serbian) or this is exclusive right of the Lead Partner? 3. Can one person from another institution be involved in the project, without including the institution as a partner?
	A	<ol style="list-style-type: none"> 1. Please note that the official language of the Programme is English. Therefore, all official communication between Lead Applicant and the Programme bodies must be carried out in English. Other restrictions due to the Programme language are not set. In addition, please note that the submitted Application must be accompanied by all required supporting documents, which are considered as annexes to the Application Form, and that they must be in English language, other than Registration acts and/or Statutes, which may be in national languages of participating countries. 2. Project staff members from all project partners (Lead or project partners) participating in the project may be included in the project implementation (please

		<p>consult section 2.3.1. Project Relevance of Application Manual). However, please note that in case of newly employed staff members, the employment must be conducted in line with project partners' institution internal rules, in line with national legislation and Programme Rules on Eligibility of Expenditures, section 4.5.1.</p> <p>3. Please note that costs related to project staff shall be eligible solely for employees from the partners' organisations participating in the project, respecting general rules of the eligibility of expenditures. Involvement of other institutions shall not be eligible for funding, except when external expertise and services are necessary, which cannot be carried out within the scope of regular tasks performed by the project partners themselves. List of eligible external expertise and service costs is stated in Programme Rules on Eligibility of Expenditures, section 4.5.4. Further information concerning your question, however, depending on project proposal to be developed with your partners, can be found in the sections:</p> <ul style="list-style-type: none"> ▪ Application Manual, section 2.3.1. Project Relevance; ▪ Programme Rules on Eligibility of Expenditures, sections 4.5.1. Staff costs and section 4.5.4. External expertise and services costs.
23	Q	<p>Da li je neophodno da LEAD Partner bude sa programskog područja ili može biti bilo koja institucija sa teritorije Srbije koja odgovara ostalim uslovima propisanim za učešće?</p>
	A	<p>According to GfA, section 2.3.1. (Eligibility of Applicants) the applicant must be registered in respecting participating country (Croatia and/or Serbia), regardless of the Programme area.</p>
24	Q	<p>Molim da nam odgovorite na nedoumicu da li naš predlog projekta koji se bavi socijalnom inkluzijom (edukacijom, zapošljivošću i psiho socijalnom podrškom) osoba iz osetljivih grupa spada u prioritarnu osu 1 s obzirom na to da nam ems platforma nudi kao indikator samo starije osobe i decu koji su u programu socijalne zaštite.</p>
	A	<p>Eligibility of applicants/activities is subject of Assessment and selection process (1. Step) described in 1st Call for Proposals Guidelines for Applicants (section 4.). Therefore, at this stage, we cannot provide information related to any of the eligibility criteria.</p> <p>Please note that every project proposal has to contribute to at least one Programme output indicator and result indicator of the relevant specific objective/priority axis.</p> <p>Further information concerning your question, however, depending on project proposal to be developed with your partners, can be found in the following sections:</p> <p>GfA, section 2.3.1. Eligibility of applicants (Lead Partner and Project Partners)</p> <p>GfA, section 2.3.2. Eligibility of activities</p>
25	Q	<p>1. Do preparation costs (costs of consultants for project preparation for example, have to occur and BE PAID prior to the contract (project implementation) and certified by bills in order to be refunded within the budget item "Preparation and closure costs"?</p> <p>2. Is a waste-management company, registered as Ltd. ,but in 100% percent ownership of local government units (5 local government units, and no other owners/founders) eligible to be a lead partner of the project (we plan to apply for the priority 2.2.)</p> <p>3. Can both a local government unit and a company owned by a local government unit be partners on the project? We have 1 local government units and 1waste-management company owned by the local government unit both in Croatia and Serbia, as partners on the project.</p> <p>4. Is it acceptable to engage a consulting company for project management (external management)?</p> <p>5. Is it acceptable to engage a project manager on contract basis (that it is not an</p>

		<p>employee of the partner organisation)?</p> <p>5. Is it acceptable to have the same subcontractor or person in different budget items (ex. in preparation costs and external management costs?)</p>
	A	<p>1. Preparation costs incurred before the submission of the Application are eligible only if they are directly related to the preparation of the project and are eligible for reimbursement if incurred and paid:</p> <p>a) after 1 January 2014 (for beneficiaries in Croatia);</p> <p>b) after the 14 November 2014 (for beneficiaries from Serbia);</p> <p>and no later than the start date of the project implementation period, that shall be defined in the Subsidy Contract, if the project will be selected for funding.</p> <p>Also, please bear in mind that for preparatory costs Lead Beneficiary shall be obliged solely to define the amount of lump sum in the project budget and to provide the justification/summary of these costs in the Application Form (Workpackage Preparation). No supporting documentation (e.g. invoices, etc.).</p> <p>2. and 3. Eligibility of applicants (Lead Partner and Project Partners) is subject of Assessment and selection process (1. Step) described in 1st Call for Proposals Guidelines for Applicants (section 4.). Therefore, at this stage, we cannot provide information related to any of the eligibility criteria. Moreover, please note that requested supporting documents such as statutes and registration acts (for each partner organization) will be assessed during the Assessment and selection process (1. Step) to verify eligibility of applicants.</p> <p>For detailed information regarding the eligibility of applicants, please consult GfA, section 2.3.1. Eligibility of applicants.</p> <p>4. Eligibility of costs is subject of Assessment and selection process (1. Step) described in 1st Call for Proposals Guidelines for Applicants (section 4.). Therefore, at this stage, we cannot provide information related to any of the eligibility criteria.</p> <p>Please note that the applicants' competency in managing EU funded projects (operational criteria) is mandatory for Lead Applicants and will be assessed during quality assessment procedure of submitted project proposals.</p> <p>5. Please note that costs related to project staff shall be eligible solely for employees from the partners' organisations participating in the project, respecting general rules of the eligibility of expenditures. Staff can either be already employed by the beneficiary or employed specifically for the operation in line with beneficiary internal rules. Involvement of other institutions/experts shall not be eligible for funding, except when external expertise and services are necessary, which cannot be carried out within the scope of regular tasks performed by the project partners themselves. List of eligible external expertise and service costs is stated in Programme Rules on Eligibility of Expenditures, section 4.5.4.</p> <p>6. In case of different service delivery and expertise, same person/institution may be indicated in the project budget in different budget lines. However, it is ineligible to cover the SAME expenditure item under more than one expenditure category or under more than one budget line under a given expenditure category. Please consult Programme Rules on Eligibility of Expenditures, section 4.1. Basic conditions of the eligibility of expenditure.</p>
26	Q	<p>1. Da li je u sklopu projekta (Priority axis 1 – "Improving the quality of public social and</p>

		<p>health services in the Programme area") moguće angažovanje lica za pružanje usluga krajnjim korisnicima (usluge negovatelja, gerontodomaćica, domaćina gerontoloških klubova i/ili dnevnih centara za stare i osobe sa invaliditetom)?</p> <p>2. Da li je adaptacija objekata (izvođenje građevinskih radova) za potrebe realizacije projekta moguća i prihvatljiva u slučaju kada je objekat u vlasništvu Republike Srbije i AP Vojvodine, a ustanova socijalne zaštite (podnosilac projekta) uknjižena kao korisnik pomenutog objekta?</p>
	A	<p>1. and 2. Eligibility of activities and costs are subject of Assessment and selection process (1. Step) described in 1st Call for Proposals Guidelines for Applicants (section 4.). Therefore, at this stage, we cannot provide information related to any of the eligibility criteria. Moreover, list of eligible external expertise and service costs is stated in Programme Rules on Eligibility of Expenditures, section 4.5.4.</p> <p>Also, please note that for all projects whose activities involve the infrastructure, the documents specifying any legal right under the real-estate law concerning the land and/or buildings and necessary permissions for the execution of the works will be required prior to signing the Subsidy Contract (contracting phase). For more details please consult GfA, section 4.2. Contracting and Programme Rules on Eligibility of Expenditures, section 4.5.6. Infrastructure and works expenditure.</p>
27	Q	<p>We are aware that you are not able to evaluate eligibility of each applicant at this stage, but it is unclear from the GfA if international organisations such as UNDP Serbia or UNDP Croatia are eligible for the Call? I suppose that list of organisations listed as eligible for every priority is just indicative list not closed list?</p>
	A	<p>The list of eligible applicants stated in GfA, section 2.3.1. Eligibility of applicants is indicative. Therefore, if all criteria stated in that section is met, the applicant shall be eligible for this Call for proposals.</p>
28	Q	<p>If a project has two official project partners but is also dependent on two other organizations for the successful implementation of the project, although these additional two organizations are not project partners in the sense of the official application, can then a representative of each of the two organizations be put into the project team as staff within one of the official project partners in order to ensure successful completion of the project?</p>
	A	<p>Please note that costs related to project staff shall be eligible solely for employees from the partners' organisations participating in the project, respecting general rules of the eligibility of expenditures. Staff can either be already employed by the beneficiary or employed specifically for the operation in line with beneficiary internal rules. For more details, please consult GfA, section 4.5.1. Staff costs.</p>
29	Q	<p>U projektnom prijedlogu Medicinski fakultet i Bolnica namjeravaju poboljšati uslugu radioterapije.</p> <p>Zanima nas na koji način trebamo ispuniti obrazac State Aid Self-Assessment Questionnaire budući da je to usluga koju već pruža Bolnica koja se financira iz državnog budžeta odnosno HZZO-a.</p> <p>Na koji način ta usluga može poremetiti tržište kada i druge bolnice nude iste usluge samo u drugim gradovima?</p> <p>Također usluga je sama po sebi razmjenjiva sa drugim članicama EU (odnosno dostupna svima) međutim budući da su to specifične medicinske usluge stanovništvo koristi te usluge u svojim državama.</p> <p>Dakle zanima nas na koji način je potrebno napisati konačni sažetak procjene ako je projektni prijedlog STATE AID, odnosno što to u konačnici znači za čitav projektni prijedlog i njegovo provođenje.</p>
	A	<p>Please note that State aid is understood as aid given to an economic undertaking that</p>

		<p>is seen as distorting or threatening to distort competition in the internal market. Please note that all four criteria must be marked as “yes” (stated in the State Aid self-assessment questionnaire) in order for aid to be considered as State aid. Please pay attention to the criteria if the support confers a selective advantage to an undertaking. As an undertaking under this Programme will be considered any entity engaged in an economic activity, regardless of its legal status and the way in which it is financed. The only relevant criterion is whether or not the entity carries out an economic activity in the context of the project.</p> <p>Therefore, it is important to assess whether the aid is giving an economic advantage (a benefit), which an undertaking would not have obtained under normal market conditions, including the potential possibility for development of economic activity as a result of the project and whether as a result of the project the internal market will be changed.</p> <p>For more details please consult State Aid self-assessment questionnaire available on the Programme website, on the following link: http://www.interreg-croatia-serbia2014-2020.eu/calls-for-proposals/.</p>
30	Q	<ol style="list-style-type: none"> 1. Da li može da se finansira prevođenje štampanje materijala na engleskom jeziku? 2. Da li pored izrade i štampanja materijala na srpskom i hrvatskom jeziku (i eventualno engleskom jeziku), da li bi se smatralo opravdanim troškom da se izradi i materijal na jeziku/jezicima drugih nacionalnih manjina u programskim oblastima u Srbiji i Hrvatskoj (mađarski, slovački, itd.)? 3. Koliko smo razumeli, svaki partner na početku definiše da li želi isplatu staff costs po principu flat-rate ili real costs i ne moraju svi partneri da imaju definisan isti način plaćanja. Ako partner odabere isplatu po principu real costs, da li pojedinačne osobe u okviru ove partnerske institucije, mogu da budu u različitim podkategorijama real cost isplate (npr. za jednu osobu je definisano puno radno vreme, za drugu po satu, za treću po fiksnom procentu i slično)? 4. Da li se pod budžetskom linijom u staff costs treba definisati stvarni posao na instituciji osobe koja učestvuje (npr. istraživač saradnik) ili posao koji bi ta osoba obavljala u okviru projekta (npr. ako bi se bavila istraživanjem i na projektu, tada da se definiše kao istraživač ili ako bi se više bavila administracijom kao project officer i slično)? 5. Da li svaka osoba u okviru jedne partnerske institucije može da odabere način budžetiranja Travel and accommodation costs (dnevnice ili per diem) ili sve osobe u okviru jedne institucije moraju da imaju isti način budžetiranja? 6. Na stranici 13 dokumenta Application Manual (version 2.0), navedeno je da treba kliknuti na box I want to receive pre-financing? Da li to treba da se uradi za svakog partnera ili samo kod Lead partnera? Da li se to odnosi na onih 10% vrednosti projekta koje Lead partner može da dobije na početku projekta? 7. Pitanje je u vezi fabrikacije/pravljenja integrisanih kola. Fakultet tehničkih nauka je član Europractice organizacije i godišnje plaća članstvo i održavnaje licenci za softvere. U okviru članstva ima mogućnost besplatnog pristupa odgovarajućim tehnologijama i (mini) fabrikacije po znatno povoljnijim cijenama. Na projektu je predviđen razvoj novih senzora koji bi morali da se fabrikuju. Da li postupak plaćanja fabrikacije mora da ide preko tendera? Mi ćemo senzore razvijati u tehnologijama koje dobijamo preko Europractice organizacije i jedinu mogućnostu za fabrikaciju imamo preko njihovih usluga. Europractice organizacija se ne prijavljuje na tender, jer smo mi već korisnici njihovih usluga. <p>Situacija je specifična. Ranije smo troškove fabrikacija plaćali sa projekata bez tendera.</p>

		<p>8. Please explain who will be responsible for the ownership of the project (Sustainability, Durability And Transferability Of Project Outputs, stranica 6 u Offline template of Application Form) - da li to znači kome ostavljamo opremu tj infrastrukturu projekta ili nešto drugo?</p>
<p>A</p>		<p>1. and 2. Please note that eligibility of costs is subject of Assessment and selection process (1. Step) described in 1st Call for Proposals Guidelines for Applicants (section 4.). Therefore, at this stage, we cannot provide information related to any of the eligibility criteria.</p> <p>Furthuremore, please note that eligible expenditures for external expertise and service costs are listed in Programme Rules on Eligibility of Expenditures, section 4.5.4. External expertise and services costs. Also, please bear in mind that all basic conditions of the eligibility of expenditures (Programme Rules on Eligibility of Expenditures, section 4.1.) must be respected in order for expenditure to be eligible under this Call for Proposals.</p> <p>3. Please note that all staff members must be engaged on project activities in one of the ways (full time, part-time with a fixed percentage of time worked per month, part-time with a flexible number of hours worked per month or on an hourly basis) stated on page 11 of Programme Rules on Eligibility of Expenditures, section 4.5.1. Staff costs, respecting beneficiary internal rules and national legislation, no matter which form of reimbursement is selected. Only forms of reimbursement (flat rate or real costs) are limited per project partner budget.</p> <p>Programme Rules on Eligibility of Expenditures is available on the Programme website, on the following link: http://www.interreg-croatia-serbia2014-2020.eu/useful-documents/programme-documents/.</p> <p>4. There are no restrictions in naming the positions of staff included in the project. However, it is recommended to name the staff positions in relation to their engagement in the project activities.</p> <p>5. Please note each project partner is entitled to select option for travels costs under their project budget (only daily allowances or only per diems for their staff). The selected option of travel costs shall be applied during the whole project implementation.</p> <p>6. Only Lead partner (Lead Beneficiary) should click the button “I would like to receive pre-financing” in eMS (section Partners), in case pre-financing in the amount of maximum 10% from the total cost of the project, would like to be received on behalf of the entire partnership (including Lead beneficiary and all project partners).</p> <p>Upon signature of the Subsidy Contract, Lead Beneficiary will be responsible for transferring the pre-financing payment to all project partners participating in the project, as stipulated in Article 4 of the Subsidy Contract and Article 5 of the Partnership Agreement that are part of the application package available on the following link: http://www.interreg-croatia-serbia2014-2020.eu/calls-for-proposals/.</p> <p>7. Please bear in mind that depending on project proposal to be developed with your partners, any project specific implementation requirements must be clearly justified and elaborated in Application phase and will be checked by Programme bodies in</p>

		<p>Budget optimisation process during contracting phase. Please note that all public procurement procedures to be applied by the beneficiaries, including relevant templates will be published on the Programme website. Also, information regarding public procurement (relevant regulatives) is already available on the Programme website (Project Implementation/Public Procurement), on the following link: http://www.interreg-croatia-serbia2014-2020.eu/programme-implementation/public-procurement/.</p> <p>8. Information regarding Sustainability, Durability and Transferability of project outputs should describe how the project will ensure that project outputs and result(s) have a lasting effect beyond project implementation period and how will the project ensure that project outputs and result(s) are applicable and replicable by other organisations/regions/countries outside of the current partnership. Also, how will the project outputs be further used (refer to the long-lasting effect of a project's achievements beyond project implementation period) and how the sustainability will be ensured once the project has been finalised. For more details, please consult Application Manual (version 2.0.) available on the Programme website on the following link: http://www.interreg-croatia-serbia2014-2020.eu/calls-for-proposals/.</p>
31	Q	<p>Imajući u vidu da se većina nas na fakultetima i univerzitetu dvoumi šta je pravi put i odgovor kada je u pitanju dokument koji treba da dostavimo pri prijavi pod nazivom State Aid Self Assessment molio bih vas za objašnjenje kako bi svi predlozi projekata koji se dostavljaju sa Univerziteta u Novom Sadu bili koliko toliko uniformni što se tiče ovog dela.</p> <p>Naime nama je jasno da je odgovor na pitanje State Aid-a NO u našem slučaju međutim to zahteva i neko narativno objašnjenje, a tu nam nije jasno šta treba da pisemo. Da li je u pitanju samo odgovor da Republika Srbija nema regulisan taj deo odnosno da ne postoji odluka ili kako?</p>
	A	<p>Please note that the State Aid Self Assessment Questionnaire is developed for the applicants/partners to make an initial assessment of whether State aid is involved in the project. If it is determined that no organisation will directly or indirectly benefit from the project, short explanation (one or two sentences) should be given regarding each question in the Questionnaire.</p>
32	Q	<p>1. Do we understand right that the answer to the 1. question is always <u>yes</u>, considering that the form of the State Aid Self-Assessment Questionnaire states: "This criterion is automatically fulfilled for Interreg IPA Programmes."</p> <p>2. The answer to the questions 2-4 (all other questions) is dependant on the fact if the entity carries out economic activities and competes on the market.</p> <p>So if all partners in the Operation/project are non profit private institutions and their general purpose and aim is promotion of national natural and cultural heritage, cycling, hiking etc, and the activities they generally carry out and the activities they are planning to carry out in the Operation/Project are not economic activities (because they do not involve offering of goods nor services on the market), thus, they do not compete with other entities, <u>we answer no to questions 2,3 and 4?</u></p> <p>3. Who fills in and signs the State Aid Self-Assessment Questionnaire: the Lead Partner for all Project Partners or all Project Partners needs to sign on the same form?</p>
	A	<p>1. Please note that the first and the second criterion (question 1 and 2) are automatically fulfilled if applying for Interreg IPA Programmes.</p> <p>2. Questions 3 and 4 from the State Aid Questionnaire should be answered taking into account the activities to be carried out within the project and any organization which could benefit directly or indirectly from the Operation. In that respect, you should</p>

		<p>consider could you, by implementing the project, provide support to an economic operator and could this support distort competition and affect trade.</p> <p>3. All project partners (including Lead partner) are obliged to fill the State Aid Self Assessment Questionnaire individually.</p> <p>For more information, please consult Programme Rules on Eligibility of Expenditures, section 6.2. State Aid and de-minimis, available on the Programme website.</p>
33	Q	<p>We are puzzled, the programme documents mention application of <i>de minimis Regulation</i>. Does this mean that each and every partner can get maximum 200.000 EUR in line with <i>de minimis Regulation</i> or this (maximum amount) depends on something else, for example on the nature of activities performed?</p> <p>For example, if the partners are non profit organisations and their activities in the Operation are of non economic nature aimed at promotion and activation of heritage through sustainable tourism, they can get more than 200.000 EUR (even if the intensity is 85%)?</p> <p>Which EU legislation regulates this, if so?</p>
	A	<p>Please note that EU funding within this Programme is not considered as de-minimis support. Therefore, the Applicant which received support under the de-minimis ceiling (maximum of 200 000 EUR in last three fiscal years) could be eligible for funding under this CfP.</p> <p>The applicant must only report any de-minimis support by filling in De-minimis self-declaration (part of LB/PPs statements which are annexes to the Application Form).</p> <p>For more information, please consult Programme Rules on Eligibility of Expenditures, section 6.2. State Aid and de-minimis, available on the Programme website. For EU regulation please consult: <i>Regulation (EU) 1407/2013 of 18 December 2013 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to de minimis aid.</i></p>
34	Q	<p>Uzimajući u obzir da smo mi institucija iz Beograda i da nismo iz programskog područja, da li mi možemo sastanke Menadžmenta projekta da održavamo u Beogradu ili te sastanke moramo održavati u programskom području? Ukoliko sastanke moramo održavati u programskom području da li onda možemo predvideti troškove za putovanje i dnevnice našeg tima za odlazak do programskog područja? Treba imati u vidu i da ukoliko je neophodno te sastanke održavati u programskom području da mi tamo nemamo nikakvih prostorija i to samim tim iziskuje i troškove obezbeđivanja prostora za održavanje sastanaka.</p>
	A	<p>Please bear in mind that depending on project proposal to be developed with your partners, you can plan activities to be implemented outside of the Programme area but for the benefit of the Programme area (GfA, section 2.3.2.) up to the limit of 20% of the support from the Union at Programme level. This limitation (20%) does not apply on the project budget, but will be monitored on Programme level.</p>

B. Budget

1	Q	<p>We have a question regarding eligible costs for the specific objective 2.2, actions: Investing in joint infrastructure on sustainable energy and energy efficiency and Developing and implementing actions aiming to increase energy efficiency in public buildings.</p> <p>Does the Programme cover costs of obtaining relevant legal documents and necessary permissions for the execution of the works, issued by the national/regional/local relevant authorities?</p> <p>Are costs of conceptual design, technical documents, main project, construction permit etc. eligible under the Programme?</p>
	A	<p>Please note that, in line with <i>Programme Rules on Eligibility of Expenditures</i> (section 4.3), approved operations are entitled to receive reimbursement of their preparatory costs in the form of a lump sum in the total amount of up to EUR 3.000.</p> <p>Preparatory costs may include costs of meetings between potential beneficiaries, related staff costs, travel costs, external experts costs for preparation of the documentation, studies, translation of documents, consultations and any other cost related to the preparation of the operation activities carried out before the signing the Subsidy Contract/Partnership Agreement.</p> <p>For further details, please consult the document available on: http://www.interreg-croatia-serbia2014-2020.eu/useful-documents/programme-documents/.</p> <p>In addition, please note that for all projects that include activities and expenditures related to the infrastructure and works, the necessary documents to be required prior to Subsidy Contract signature is indicated in section 4.2. of Guidelines for Applicants. Therefore, please consult section 4.2 of Guidelines for Applicants for further details.</p>
2	Q	<p>Imam nejasnoću vezanu uz sufinansiranje.</p> <p>Naime, konkretno pitanje je: Ukoliko je nečija bruto II plaća 1000 EUR-a te je na projektu prijavljen npr. na 50 % svog radnog vremena što je 500 EUR-a i u tom slučaju se njegova plaća sufinancira iz projekta sa 85 % što ispadne konkretno u ovom slučaju da je plaća sufinancirana s iznosom od 425 EUR-a. Zanima me hoće li se tih 425 EUR-a uplaćivati na naš račun te smatra li se taj iznos onda djelom sufinansiranja tj. Smijemo li taj iznos koristiti za sufinansiranje ostalih računa gdje ćemo imati vlastiti doprinos od 15 % ili se taj iznos može ili mora isplaćivati djelatniku kao honorar?</p>
	A	<p>Please note that, in line with section 1.3. of Guidelines for Applicants, total eligible expenditures of project activities shall be financed by the EU in max. amount of 85%. Min. 15% co-financing of total eligible expenditures of project activities shall be provided by Project Partners (Lead partner and/or Project partners) performing the activity. Please bear in mind that Project Partners' sources of contribution shall be ensured when applying for 1st Call for Proposals and listed in documents "Lead Partner Statement" and "Project Partner Statement".</p> <p>The co-financing rates shall be applied to each eligible cost under each expenditure category during the expenditure certification done by the Programme bodies on basis of submitted Statement of Expenditure and Progress reports, and Payment Claim. Based on the certification process, disbursement of the EU contribution will be made to the bank account of the Lead Beneficiary, which will be obliged (as stipulated in Subsidy Contract and Partner Agreement) to transfer the corresponding EU contribution to the Project Partners bank accounts participating in the Operation.</p>

		<p>It is sole responsibility of the Project Partners to determine how to record the EU contribution as well as national co-financing, respecting the EU and relevant national legislation.</p> <p>For further details regarding the Programme rules for 1st Call for Proposals, please consult the documents available on: http://www.interreg-croatia-serbia2014-2020.eu/calls-for-proposals/.</p>
3	Q	<p>Obraćam Vam se u vezi tzv. overhead-a u ovom pozivu. Da li postoji i koliko iznosi u procentima u odnosu na budžet projekta?</p>
	A	<p>Please note that, in line with Programme Rules on Eligibility of Expenditures (subsection 4.5.2.) one of the eligible expenditure categories is "Office and administrative expenditure" that includes costs covering operating and administrative expenses of the beneficiary organization necessary for the implementation of the operation. Furthermore, please note that office and administrative expenditures are reimbursed by the Programme on a flat rate basis of up to 15% of staff costs.</p> <p>For further details, please consult the document available on: http://www.interreg-croatia-serbia2014-2020.eu/useful-documents/programme-documents/.</p>
4	Q	<p>Na info-danu je rečeno da se 15% od ukupnog staff cost smatra kofinansiranjem projekta. U programskom dokumentu link u sekciji 4.5.1. piše „Staff costs of the employees of the institution involved in the operation are to be considered as cash contribution” i ne navodi se da će samo 15% od staff costs biti smatrano kofinansiranjem. Takođe, tumačenja koja smo dobili od pokrajinskih institucija navode da kao i do sad staff costs se u celosti (do limita 15 % od budžeta projekta) smatra kofinansiranjem, a ne samo 15% od tog troška i svih ostalih troškova. Molimo Vas za povratnu informacije, kako bismo pravilno sačinili budžet projekta.</p>
	A	<p>Please note that, in line with section 1.3. of Guidelines for Applicants, the EU will finance max. 85% of the total eligible expenditures and the applicants (beneficiaries) of the two participating countries shall provide min. 15% co-financing. Also, in line with section 4.1. of Programme Rules on Eligibility of Expenditures, co-financing rates (which will also be stipulated in Subsidy contract and Partner Agreement) should be applied to each eligible cost under each expenditure category of the project budget. Moreover, staff costs of the employees of the institution involved in the operation are to be considered as cash contribution, while contributions in kind are ineligible in line with section 4.4. of Programme Rules on Eligibility of Expenditures.</p> <p>For further details, please consult all 1st Call for Proposals specific documents available on: http://www.interreg-croatia-serbia2014-2020.eu/calls-for-proposals/ and document Programme Rules on Eligibility of Expenditures available on: http://www.interreg-croatia-serbia2014-2020.eu/useful-documents/programme-documents/.</p>
5	Q	<ol style="list-style-type: none"> 1. Ako se provedbom projekata pokušava dugoročno utjecati na prekogranično područje, pri čemu je održivost (prvenstveno ona financijska ključna), zašto se prihodi do 3 godina nakon završetka programa moraju prijaviti te će biti oduzeti od završne isplate kod projekata većih od 1.000.000 € (sukladno točki 1.7. GFA)? 2. Sve organizacije neprofitnog tipa u RH ne mogu povratiti PDV na

		<p>negospodarsku djelatnost. Biti u sustavu PDV-a ne znači automatski povratiti PDV te Vas molim da provjerite s poreznom upravom u RH pravila oko izdavanja potvrda i pravljenja PDV-a. Ispada kako će svim prijaviteljima iz RH PDV biti prihvatljiv trošak, a samim time i povećati će se svi budžeti za taj iznos te sukladno tome biti i manje odobrenih projektnih prijava.</p> <p>3. Može li se projektom predvidjeti podugovaranje project managementa od strane trećih osoba koje nisu partnerske organizacije ili je nužno imati zaposlenu osobu u organizaciji za taj dio posla?</p>
	A	<p>1. Please note that the rule referred to in section 1.7. of Guidelines for Applicants (GfA) is in line with Article 61 of CPR, and that all revenues (payments to the Operation other than the grant) must be deducted from amounts (expenditures) claimed.</p> <p>2. Please note that in line with Article 43(2) of IPA IR, value added tax shall not be supported by cross-border cooperation Programme, except where it is non-recoverable according to the national VAT legislation. In that respect, Value added tax (VAT) is eligible, if the following conditions are fulfilled:</p> <p>a) it is not recoverable by any means (under national VAT legislation);</p> <p>b) it is established that it is borne by the beneficiary;</p> <p>c) it is clearly identified in the invoice.</p> <p>3. Please note that subcontracting of external services is not eligible under expenditure category “Staff costs”. Project management team can be either staff already employed by the beneficiary or staff employed by the beneficiary specifically for the operation in line with beneficiary’s internal rules, in line with section 4.5.1. of Programme Rules on Eligibility of Expenditures.</p>
6	Q	<p>Poštovani,</p> <p>lijepo molimo informaciju vezanu uz financiranje projekata po ovom pozivu. U Guidelinesu je navedeno da pred-financiranje od strane Ugovornog tijela iznosi 10% ukupnog iznosa projekta koji bude odobren.</p> <p>Zanima nas kako se odvija daljnja dinamika isplata. Dostavljamo li Ugovornom tijelu račune po izvršenoj projektnoj aktivnosti i tražimo povrat sredstava po pojedinoj aktivnosti, ili se isplata od strane Ugovornog tijela odvija mjesečno, kvartalno ili nekako drukčije.</p>
	A	<p>The payment of pre-financing in the amount of 10% of total cost of the project will be made to the Lead Beneficiary following the signature of Subsidy Contract.</p> <p>Reimbursement of funds during the implementation of the project to the Lead Beneficiary (LB)/Project partner (PP) is done following the approval of costs reported by the LB/PP in a given reporting period (3 months or 6 months reporting period). Detailed procedure is described in Article 6 of Model Subsidy Contract that is part of the application package available on the following link: http://www.interreg-croatia-serbia2014-2020.eu/calls-for-proposals/.</p>
7	Q	<p>Could you be so kind and answer the following questions/doubts concerning 1st Call for Proposals:</p> <p>Q1. I did not managed to find in any programme document (except for staff costs) what is the maximum allowed percentage for different budget categories? What is the maximum amount/percentage of total budget that can be used for Equipment expenditures and for the Infrastructure and works expenditures?</p> <p>Q2. Since there is no information in section Public Procurement (Programme Procurement Manual) on programme web site about this procedures - How can be</p>

		engaged the external experts/consulting agency for preparation of the documentation within the preparation costs? Is it considered as Public procurement of small value and it should be directly contracted based on received offers or should the Single tender procedure be implemented? If so, which procurement package for single tender should be used?
	A	<p>1. Other than expenditure categories “Staff costs” and “Office and administration costs” no other expenditure category has the limitation in the total amount. Therefore, there is no maximum amount/percentage of total eligible costs for expenditure categories Equipment expenditures and Infrastructure and works expenditures. However, please note that amount of grant set for each Priority axis must be respected, in line with section 1.3. of GfA.</p> <p>2. Information regarding public procurement is available on the Programme website (Project Implementation/Public Procurement), on the following link: http://www.interreg-croatia-serbia2014-2020.eu/programme-implementation/public-procurement/.</p>
8	Q	Da li će u ovom pozivu biti refundirani troškovi pripreme aplikacije? Ukoliko hoće, od kog datuma su troškovi prihvatljivi i u kom procentu od prijavljenog budžeta?
	A	<p>Approved projects are entitled to receive reimbursement of the costs related to the preparation of the project and preparation of project related activities that are carried out before signing the Subsidy Contract. The reimbursement of the preparatory costs will be done in the form of a lump sum in the total amount of up to EUR 3.000 (there is no amount set in percentage of the project proposal budget).</p> <p>Preparatory costs shall be eligible for funding if incurred and paid from 1 January 2014 for beneficiaries from Croatia, and if incurred and paid after 14 November 2014 for beneficiaries from Serbia.</p> <p>For further details regarding preparatory costs, please consult document Programme Rules on Eligibility of Expenditures (section 4.3. Implementation period) available on the Programme website on the following link: http://www.interreg-croatia-serbia2014-2020.eu/useful-documents/programme-documents/.</p>
9	Q	<p>Vezano uz 1. Poziv na dostavu projektnih prijedloga u okviru IPA Cross-border Cooperation Croatia-Serbia 2014-2020. molim vas pojašnjenja / odgovor na slijedeće pitanje:</p> <p>Prema GfA (str. 29) u projektu su prihvatljivi slijedeći troškovi Staff costs, Office and administrative expenditure, Travel and accommodation costs, External expertise and services costs, Equipment expenditure. Staff cost/Troškovi osoblja su prema GfA ograničeni na 30% vrijednosti projekta i jesu li oni vezani isključivo uz upravljanje i administriranje projektom?</p> <p>Zanima nas ako što ako dio aktivnosti/usluga (npr. neke obrazovne aktivnosti) može provesti jedan od partnera, a one nisu vezane isključivo uz upravljanje i administriranje projektom odnosno uz Staff cost, mora li u tom slučaju biti angažiran vanjski izvođač za provedbu tih aktivnosti ili ih partner sam može provoditi, ulaze li ti troškovi u tom slučaju u Staff cost ili mogu biti budžetirani na drugačiji način. Ulaze li ti troškovi onda u ograničenje od 30% vrijednosti projekta?</p> <p>Također, zanima nas po kojem principu će se provoditi postupci nabave u projektu. Spomenuli ste na radionicama da ćete objaviti priručnik koji će biti sličan PRAG-u i koji će biti primjenjiv za provedbu nabave u projektu. Zanima nas kad možemo očekivati priručnik budući da nam je vrlo važno saznati prije prijave projekta kako određene</p>

		troškove budžetirati u projektu, npr. hoće li se postupci nabave za usluge koje se provode u 2 zemlje provoditi u svakoj zemlji pojedinačno ili će LP provoditi sve postupke nabave. Molim odgovor kako budžetirati postupke nabave.
	A	<p>Please note that staff costs are described in Programme rules on eligibility of expenditures (section 4.5.1. Staff costs) available on Programme website. Furthermore, in the section 4.5.4. of that document (“External expertise and services costs”), sub-section 4.5.4.1. (“General principles”), it is stated that “The services reported under this expenditure category relate to the services which cannot be carried out within scope of regular tasks performed by the project partners themselves and are therefore outsourced to external service providers”. Staff costs may include activities related to project implementation besides general management activities.</p> <p>As regards public procurement procedures to be applied, please note that in line with the Article 45 of Commission Implementing Regulation (EU) No 447/2014 and Section 6.1. of Programme rules on eligibility of expenditures, for the award of service, supply and work contracts, by beneficiaries the procurement procedures shall follow the provisions of Chapter 3 of Title IV of Part Two of Regulation (EU, Euratom) No 966/2012 and of Chapter 3 of Title II of Part Two of Delegated Regulation (EU) No 1268/2012 which apply in the whole programme area, both on the territory of Croatia as Member State and on the territory of Serbia as IPA II beneficiary. The said documents can be downloaded on the following links:</p> <p>http://www.interreg-croatia-serbia2014-2020.eu/wp-content/uploads/2016/04/Financial-Regulation-966_2012.pdf</p> <p>http://www.interreg-croatia-serbia2014-2020.eu/wp-content/uploads/2016/04/COM_DA_1268_2012_Rules_on_application_of_966.pdf</p> <p>Please also note that the Programme rules describing detailed rules on public procurement procedures to be applied by all beneficiaries, including relevant templates will be available within Project Implementation Manual for all contracted projects at the beginning of the project implementation period.</p>
10	Q	Nigdje u dokumentima nije naznačeno da li se prilikom nabavke opreme odobrava kao iznos sufinanciranja samo iznos amortizacije opreme za vrijeme trajanja projekta, ili se oprema sufinancira u odobrenom iznosu umanjenom za vlastiti trošak. Naime prijavljujemo projekt revitalizacije vinskih sorti prekograničnog područja i stvaranje integralnog prekograničnog turističkog proizvoda, baziranog na vinskim cestama, turizmu, prepoznatljivosti i brendiranju turističke destinacije, ali da bi smo ispitali autentičnost vinskih sorti i načinili genetsku i fizikalno kemijsku laboratorijsku analizu koja ja podloga za čvrstu marketinšku analizu, treba uložiti novce u plinski kromatograf. Istina on nije na popisu preporučene opreme, nije niti jeftin, ali bez njega se autentičnost ne može stručno i znanstveno dokazati.
	A	<p>In case the project proposal anticipates purchase of new equipment, the costs of that equipment will be eligible in full (equipment shall not be depreciated), taking into account that all basic rules of eligibility are respected. Moreover, please note that one of the general principle of eligibility for equipment is that the equipment must be necessary in order to successfully implement the project activities.</p> <p>For more details, please consult GfA, section 4.5.5. Equipment expenditure.</p>
11	Q	<p>1. Office Cost (15% staff cost) is reimbursed in total or up to 85%?</p> <p>2. Staff Cost if calculated using 20% flat rate is reimbursed in total or up to 85%?</p>

		<p>3. Preparation and closure costs are payed in advance in total so there is no 15% cofinancing, right?</p> <p>4. Are there penalties if the expences planed in the application are overestimated (e.g. the purchase of equipment is budgeted to 100000 eur and only 85000 eur is spent)?</p> <p>5. Are the depreciation costs considered eligible (e.g. Can we reimburse 85% of annual depreciacion value for 100% annual use of equipment already owned by beneficiary)?</p> <p>6. Is the insurance of equipment considered eligible?</p>
	A	<p>1., 2. And 3. Please note that co-financing rate (as stipulated in the Subsidy Contract) will be applied to each eligible cost indicated in the project budget. Therefore, for Office and administrative expenditure, Staff costs and Preparation and closure costs, if anticipated in the budget, the co-financing rate (max 85%) will be applied.</p> <p>4. There will be no penalties in case of overestimated costs in the project budget. However, please note that although the budget is indicative, the costs planed should reflect real market costs and be reasonable, justified, and comply with the principle of sound financial management, in particular regarding economy and efficiency.</p> <p>5. and 6. Eligibility of activities and costs are subject of Assessment and selection process (1. Step) described in 1st Call for Proposals Guidelines for Applicants (section 4.). Therefore, at this stage, we cannot provide information related to any of the eligibility criteria. However, please note that equipment costs shall be eligible only for purchase of new equipment (and/or renting or leasing in exceptional cases). Therefore, costs related to the equipment already owned by beneficiary will not be eligible for funding under this Call for Proposals. Also, please note that detailed information regarding the eligibility of equipment is stated in Programme Rules on Eligibility of Expenditures, section 4.5.5. Equipment expenditure. Also, in case of insurance of office equipment, please consult Programme Rules on Eligibility of Expenditures, section 4.5.2. Office and administrative expenditure.</p>
12	Q	<p>Is it possible the following situation in "Interreg IPA Cross-border Cooperation Programme Croatia - Serbia 2014-2020": partner gives only support without any co-financing?</p>
	A	<p>For each Project Partner that has planned costs within Partner Budget in the project proposal as a part of Overall Budget of the Project/Operation minimal rate of cofinancing is 15%. This means that each Project Partner which will financially contribute to the Project has to ensure at least 15 % of total costs from other sources than IPA/ERDF necessary for the implementation of the Operation.</p>
13	Q	<p>Da li je u skladu s PROGRAMME RULES ON ELIGIBILITY OF EXPENDITURES posebne info-stupova za obilježavanje tematskih staza i informiranje posjetitelja (stupovi se sastoje od drvenih dijelova i tablica koje je potrebno odvojeno izraditi te potom montirati) ispravnije uvrstiti u:</p> <p>a) troškovnu kategoriju 4.5.4. External expertise and services costs pod <i>other specific expertise and services needed for operations</i> ili b) troškovnu kategoriju 4.5.5. Equipment expenditure pod <i>other specific equipment needed for operations</i>?</p> <p>2. Budući da montaža navedenih stupova na terenu ne spada po <i>Infrastructure and works expenditure</i> jer nije navedena u popisu radova iz <i>Annex II of the Directive 2014/24/EU</i> da li je ispravno trošak za takvu montažu-postavljanje na terenu podvesti pod troškovnu kategoriju 4.5.4. External expertise and services costs pod <i>other specific expertise and services needed for operations</i>?</p> <p>3. Budući da montaža navedenih stupova na terenu ne spada pod <i>Infrastructure and works expenditure</i> te da u praksi za takvo postavljanje nije potrebna niti građevinska</p>

		<p>dozvola, niti lokacijska dozvola, niti druga vrsta posebne potvrde propisane zakonima s područja građenja, već samo suglasnost vlasnika lokacije na kojoj se info-stup postavlja pri čemu se ista u praksi obično daje u određenom ugovornom obliku npr. u Ugovoru o suradnji, da li ispravno zaključujemo da se takva suglasnost stoga ne ubraja u <u>Additional supporting documents</u> iz odjeljka 4.2. Contracting, Guidelines for Applicants.</p>
	A	<p>The details on the equipment and expenditures and external services related to infrastructure and works are described in the Programme rules on eligibility of expenditures available on Programme website. Generally, it depends on the design of the project proposal to be developed with your partners.</p> <p>Please consult Programme Rules on Eligibility of Expenditures, available on the Programme website, on the following link: http://www.interreg-croatia-serbia2014-2020.eu/useful-documents/programme-documents.</p> <p>Although not directly related to the infrastructure and works all preconditions will be subject of control either in (pre)contracting or implementation phase.</p>
14	Q	<p>S obzirom da ni u jednom dokumentu nismo nasli detaljnije objasnjenje u vezi sa saradnjom izmedju partnera (na relaciji LB - PP) u delu prefinansiranja, molim Vas da mi pojasnite da li je LB obavezan (na bazi stava 4, Article 1, Subsidy Contract-a) da obezbedi sredstva za prefinansiranje aktivnosti ostalih partnera? Ukoliko nije, da li je uopste prihvatljiva opcija da LB obezbedi sredstva (ili deo sredstava) za prefinansiranje aktivnosti ostalih partnera?</p>
	A	<p>If requested in the Application Form, upon signature of the Subsidy Contract Lead Beneficiary will receive advance payment in an amount of maximum 10% from the total cost of the project, for the entire partnership (including Lead beneficiary and all project partners). Therefore, Lead Beneficiary will be responsible for transferring the pre-financing payment to all project partners participating in the project, as stipulated in Article 4 of the Subsidy Contract and Article 5 of the Partnership Agreement. Also, all partners must sign a Partnership Pre-Agreement in preparation phase and Partnership Agreement in implementation phase which stipulate their rights and duties within the project.</p> <p>For more details on the responsibility of the Lead Beneficiary and project partners, please consult Template for Partnership Pre-Agreement and models of Subsidy Contract and Partnership Agreement are available on the Programme website on the following link: http://www.interreg-croatia-serbia2014-2020.eu/calls-for-proposals.</p>
15	Q	<p>- Da li je za per-diem način finansiranja accommodation costs neophodno da se ostvari i noćenje, kako bi bilo podobno za finansiranje? Da li je moguće odlazak na teren radi uzimanja uzoraka i instalacije senzora što bi se radilo tokom dana definisati kao field work per diem? - Na osnovu dokumenta https://ec.europa.eu/europeaid/sites/devco/files/perdiem-rate-20150318.pdf može se videti da je per-diem za Hrvatsku 180 evra, a za Srbiju 158 evra. Da li se pod tim podrazumeva da partneri iz Hrvatske za sve aktivnosti u Hrvatskoj, Srbiji ili nekoj drugoj državi dobijaju 180 evra po danu, dok partneri iz Srbije dobijaju uvek 158 evra bez obzira gde se vrši aktivnost?</p> <p>- Ako se neki promotivni događaj (npr. radionica) organizuje izvan partnerskih institucija (npr. u nekom hotelu), da li je moguće raspisati tender za rentiranje prostora i catering pod External expertise and service costs? Za catering za događaje na institucijama učesnicama, troškove cateringa bi naveli pod Office and administrative expenditure.</p>
	A	<ul style="list-style-type: none"> ▪ Per diems are eligible only in case of overnight stay away from the base of projects is conducted for project purposes. Per diems cover accommodation,

		<p>meals, local travel within the place of mission and sundry expenses. The applicable rates stated on the link (https://ec.europa.eu/europeaid/sites/devco/files/perdiem-rate-0150318.pdf) state the rate of overnight that are conducted in certain country. Please note that each project partner must select one option of travel cost reimbursement (daily allowance or per diem) which must be in line with national legislation and feasible within project partner institution internal accounting practice.</p> <ul style="list-style-type: none"> ▪ Please note that eligibility of costs is subject of Assessment and selection process (1. Step) described in 1st Call for Proposals Guidelines for Applicants (section 4.). Therefore, at this stage, we cannot provide information related to any of the eligibility criteria. <p>Furthuremore, please note that all eligible expenditures for each expenditure category are listed in Programme Rules on Eligibility of Expenditures, available on the Programme website, on the following link: http://www.interreg-croatia-serbia2014-2020.eu/useful-documents/programme-documents/.</p>
--	--	---

C. Application form

1	Q	We would like to ask if with Application form it would be necessary to submit also the justification of the costs (eg. proforma invoices or offers from several companies for eg. some equipment or service)?
	A	<p>The submitted Application must contain all the required data and the required accompanying documents, in line with Section 3.2 of GfA (Where and how to send the applications).</p> <p>Also, please note that more detailed expenditure description in relation to the specific activity of the project should be provided in the section Work plan, within related work package (activity) in the eMS. Detailed procedure is described in sections 2.4. and 2.5.1. of the Application Manual of the 1st CfP.</p> <p>Both documents are available on the following link: http://www.interreg-croatia-serbia2014-2020.eu/calls-for-proposals/.</p> <p>Please note that at the stage of submission of Application Form, no further supporting documents have to be submitted via eMS, other than those referred in Section 3.2 of GfA (Where and how to send the applications).</p>
2	Q	<p>Molim Vas da nam razjasnite dilemu u vezi naziva WP Implementation T1. Zbog čega ovaj WP ima u nazivu T1, da li to znači da postoji mogućnost da se doda novi npr. Implementation T2? Ukoliko je tako na koji način?</p> <p>Da li naziv ovog WP koji sami unosimo treba da bude naziv projekta?</p>
	A	<p>The sub-section Work Package List is composed of five work packages which are predefined in the eMS, among which three of them are mandatory (WP Management, WP Implementation and WP Communication). There is no possibility of adding a new WP Implementation T2.</p> <p>Work package types are predefined in the eMS. However, you can add a title to the WP Implementation, which is not mandatory being that the type of WP remains the same (T1).</p> <p>For further information on Work Packages, please refer to Section 2.4.1. <i>Workpackage List</i> of Application Manual.</p>
3	Q	<p>U pripremi smo projekta koji planiramo prijaviti na 1. poziv CBC HR-RS. Kod ispunjavanja Annex_I_Template of the Lead Partner Statement došli smo do nedoumice kod polja:</p> <p>1. Lead Partner declaration on responsibilities</p> <p>I, the undersigned, <i>[name, surname]</i>, as the legal representative of <i><name of the Project Partner's organisation in original language></i> acting as Project Partner in the project <i><project acronym></i>, declare that:</p> <p>Da li je ovdje potrebno navoditi podatke o Lead Partneru ili pojedinačno za svakog partnera? Nismo našli uputu ukoliko je potrebno pojedinačno za svakog partnera navoditi podatke.</p> <p>Također u tablici 2b) Sources of contribution, da li je potrebno navoditi doprinose za sve partnere ili samo za Lead Partnera budući da se radi o Annex_I?</p>
	A	<p>Lead Partner Statement is filled in by the Lead Partner with all information (including Sources of contribution) related to Lead Partner institution only. Lead Partner Statement can be found on: http://www.interreg-croatia-serbia2014-2020.eu/wp-</p>

		<p>content/uploads/2015/12/Annex I Template of the Lead Partner Statement HR-RS.docx.</p> <p>Every Project Partner fills in the Project Partner Statement with all information (including Sources of contribution) related to the respective Partner institution. Project Partner Statement can be found on: http://www.interreg-croatia-serbia2014-2020.eu/wp-content/uploads/2015/12/Annex II Template of the Project Partner Statement HR-RS.docx</p>
4	Q	<p>We have a question regarding the Annex I and II - Templates of Lead Partner Statement and Partner Statement. In the Section 5. Lead Partner's/Partner's declaration on the previous operations, it is required to give the list of operations (co)-financed from the programmes launched by the European Union, EU/EEC Member States or national funds in the last five years. Does this mean that it is obligatory to provide the list of topic related operations (e.g. if the project is related to waste management, only waste management projects should be listed) or all operations funded through above mentioned funds should be listed, regardless of the topic of the operation for which we apply to this Call?</p> <p>Listing all operations conducted in the last five years, for some of the entities applying to this Call, would be an extensive task.</p>
	A	<p>It is necessary to list all relevant operations (co)-financed from the programmes launched by the European Union, EU/EEC Member States or national funds in the last five years.</p>
5	Q	<p>Interesuje me kada se aplicira sa projektom koji u projektnim aktivnostima sadži I radove, sta sve od dokumentacije je potrebno da se priloži konkretno za tu aktivnost pri apliciranju?</p>
	A	<p>For all projects whose activities involve the infrastructure, the following documents, where relevant, will be required in addition, prior to Subsidy Contract signature (contracting phase):</p> <ul style="list-style-type: none"> ▪ legal documents specifying any legal right under the real-estate law concerning the land and/or buildings where the works will be carried out (proof of ownership or long term lease (10 years) of the land /assets (if applicable)); ▪ where applicable, necessary permissions for the execution of the works, issued by the national/regional/local relevant authorities, such as: <ul style="list-style-type: none"> - project design (preliminary works design OR detailed works design including indicative - bill of quantities), - legal permits and all necessary legal authorizations (e.g. location and construction - permits, etc.). - environmental impact assessments (if applicable), - etc. <p>For more details, please consult GfA, section 4.2. Contracting available on the following link: http://www.interreg-croatia-serbia2014-2020.eu/calls-for-proposals/.</p>
6	Q	<p>What kind of partners check "yes" for recover VAT and who checks "no"? In Serbia all prices should be exempt from VAT so I suppose Serbian partners should check "no" while partners in Croatia should check "yes"? Could you also please clarify when describing deliverables what is expected to be inserted into the field "Target Value" (offline application form).</p>

	A	All institutions that are obliged to pay VAT and will get recovery for the VAT paid should click “yes” in section Partners in the eMS. Furthermore, please note that deliverables should be quantified in the field Target value in the eMS (or offline template).
7	Q	U djelu Partners u ems sustavu označavamo li za partnera Dom zdravlja Našice koji je u sustavu PDV-a, djelomično za određene aktivnosti ostvaruje povrat PDV-a, no u projektu i projektnim aktivnostima neće biti u mogućnosti povratiti PDV, pod Recover Vat označavamo yes/no ili partly?
	A	In the eMS, section Partners, in the field “Recover Vat” please state “no” in case partner institution is included in VAT system of the participating country but performs only non-economic activities within entire project implementation, and therefore shall not be able to recover VAT.

D. Implementation

1	Q	<p>Grad Novi Sad trenutno radi na pripremi nekoliko projekata u okviru objavljenog poziva, pa Vas molimo da nam razresite nekoliko nedoumica:</p> <ul style="list-style-type: none"> - Ukoliko projekat bude odobren, ko potpisuje ugovor sa donatorom i kako se prebacuju sredstva granta svim partnerima? - Kako se podnose izveštaji? Da li svaki partner prvo zasebno priprema svoj izveštaj pa ga salje nekome na odobrenje i nakon odobrenja vodecem aplikantu na objedinjavanje i slanje u finalnoj verziji, ili na neki drugi nacin? Na koji nacin tj kome se prebacuju sredstva refundacije troskova (koja budu na osnovu izveštaja proglašena opravdanim troskovima)?
	A	<p>Contracts with the Lead Beneficiary of the selected projects will be prepared on the standard template of the Subsidy Contract, which is available as part of Application Package (Model Subsidy Contract). The Subsidy Contract will be signed between Managing Authority and Lead Beneficiary on behalf of all partners listed in the Partnership Agreement. The Lead Beneficiary will be responsible for transferring the EU contribution to the Project Partners participating in the project after the payment from Certifying Authority is made to the Lead Beneficiary.</p> <p>Reimbursement of funds during the implementation of the project to the Lead Beneficiary (LB)/Project partner (PP) is done following the approval of costs reported by the LB/PP in a given reporting period (3 months or 6 months reporting period). Detailed procedure of reporting procedure and reimbursement done on the basis of conducted report control is described in Article 6 of Model Subsidy Contract.</p> <p>For further details, please consult Model of Subsidy Contract and Model of Partnership Agreement available as part of Application Package on the Programme website on the following link: http://www.interreg-croatia-serbia2014-2020.eu/calls-for-proposals/.</p>
2	Q	<p>Ovim putem Vam se javljam kako bih biste mi razjasnili stvari oko izvještavanja. Naime, u prijedlogu <i>Ugovora o sufinanciranju</i> stoji kako bi podaci u početnom izvješću (<i>"Inception report"</i>) trebali biti obuhvaćeni u okviru <i>prva tri mjeseca</i> projekta, dok u <i>Pravilima o prihvatljivosti troškova</i> piše kako bi početnim izvješćem trebalo biti obuhvaćeno razdoblje od 3 ili 6 mjeseci – nigdje nije naglašeno u kojem slučaju bi to početno izvješće trebalo trajati 3, a u kojemu 6 mjeseci? Osim toga, u prijedlogu <i>Ugovora o sufinanciranju</i> je vrlo nejasno postavljen obrazac izvještavanja. Za <i>zadnji/finalni izvještaj</i> piše kako bi on trebao obuhvaćati zadnja 2 mjeseca projekta (<i>22-24 mjesec projekta</i>), uostalom što se događa ako projekt traje 30 mjeseci? Vrlo je nejasno postavljeno pa Vas ovim putem molim da mi pomognete kako bismo uspješno napisali projektnu prijavu.</p>
	A	<p>Please note that approved projects shall have obligation (as set in the Article 6 of the Model Subsidy Contract) to deliver Inception Report solely for the first 3 months of the project implementation period.</p> <p>After the Inception Report, approved projects shall have obligation to deliver Progress Reports for a 6-month implementation period. For the last reporting period, approved projects shall have obligation to deliver Project Final Report covering the last 6 month</p>

		<p>period or less (depending on the project implementation period).</p> <p>In case the project implementation period is 30 months, reporting periods shall be as follows:</p> <ol style="list-style-type: none"> 1. Inception report - 0-3 months; 2. 1st Progress report – 4 – 9 months; 3. 2nd Progress report – 10 -15 months; 4. 3rd Progress report – 16 – 21 months; 5. 4th Progress report – 22 – 27 months; 6. Project Final report – 28 – 30 months. <p>For further details, please consult Programme Rules on Eligibility of Expenditures (section 6.5.) and Model Subsidy Contract (Article 6) as part of Application Package on the Programme website on the following link: http://www.interreg-croatia-serbia2014-2020.eu/calls-for-proposals/.</p>
3	Q	<p>Could you please confirm whether capital equipment (more than 100000Eur) is eligible if produced in Switzerland? This is the only company that produces such specialised analitical devices.</p> <p>What documentation is needed for justification purchase of equipment out of EU? Are there any specifities in the public procurement procedures for the purchase and import of such equipment?</p>
	A	<p>Please note that any derogation from Programme rules and project specific implementation requirements, including procurement procedures, must be clearly justified and elaborated in Application phase and will be checked by Programme bodies in Budget optimisation process during contracting phase.</p> <p>Fore more details, please consult information regarding public procurement (relevant regulatives) available on the Programme website (Project Implementation/Public Procurement), on the following link: http://www.interreg-croatia-serbia2014-2020.eu/programme-implementation/public-procurement/.</p>

E. Other

1	Q	On the last page (104) of COOPERATION PROGRAMME - Interreg_IPA_Cooperation_Programme_Croatia-Serbia_2014-2020_Version-3.0 document is the list of annexes. Can you please tell us where we can find hyperlinks for all of them?
	A	Annexes of the Cooperation Programme can be found on the Programme website, on the following link: www.interreg-croatia-serbia2014-2020.eu/useful-documents/programme-documents .