

Frequently Asked Questions (FAQ)
2nd Call for Project Proposals for the Greece-Albania IPA Cross
Border Cooperation Programme 2007-2013
(2nd Set of Questions)

Question 1 (From bio@biocluster.gr /27-9-2012)

We would like to know if there is an obligation to calculate budget for verification costs for partners from both countries, and if we have to add this cost, is there a provision about the amount that should be calculated?

Answer to question 1

According to article 27, paragraph 5 of the Ministerial Decision on the Management and Control System of ETC Programmes with reference number 14023/EYΘY521/31-3-2012(ΦΕΚ 415/A/12-4-2012) as amended and in force today, expenses related to the verification of expenses amount to 3% of the budget submitted for verification (the project partner will deposit 30€ for every 1000€ of verified expenditures). This expense is eligible according to article 16 of the EC Regulation 1080/2006.

Up to this point such a clause has not been activated. Nevertheless, **Greek project partners** should foresee such an expense in the application form under the condition that the clause will be activated. If for any reason this amount is not activated until the end of the project's lifetime, than there is always the possibility of redistribution of the project's budget.

Regarding partners from Albania, as specified in Section 3.2 'Reporting procedures' of the Project implementation manual, the rules on the verification of the Action's expenditure are detailed in Art. 15.6 of the General Conditions applicable to European Union-financed grant contracts for external actions. An expenditure verification report is mandatory for any final report in the case of a grant of more than EUR 100 000. The amount for expenditure verification is an eligible cost and should not exceed 3% of the total project cost.

Question 2 (From conpap@teiser.gr / 2-10-2012)

I would be very grateful for clarifications regarding the "Greece-Albania: 2nd Call for Proposals".

As it is mentioned in the call, paragraph "8. Project Size", the total amount of funding FOR EACH of the partners (Greek or Albanian) cannot exceed 55% of the project's TOTAL budget.

Does this mean that the budget must be balanced between the two countries? (around 50%-50%).

The answer is of critical importance because in such a case and considering that:

- there's a great difference regarding the average gross annual income in the two countries [for instance, for the year 2009 are for Greece around* 25000,0EUR and for Albania around* 4500,0EUR) [* "around", because it depends on the source of information...Eurostat, EFTA, etc]
- Average gross annual salaries have to be taken into consideration when constructing the project's budget.

As it is therefore evident, in order to balance the budget in the aforementioned way (around 50-50), the Albanian side must provide a lot more deliverables than the Greek side for the SAME amount of money. Moreover, for a project with a budget around 500000.0EUR, it would be extremely difficult to match the deliverables of the Albanian side to it's budget, which will be (at least) around 225000.0EUR (that is...45 times an average gross annual income (AGAI) whereas for the Greek side it would be 13 times the AGAI).

I do not really know how construction costs compare in the two countries but as they depend on wages (more or less), they may too, present great differences and intensify the problem.

Answer to question 2

According to paragraph 8 “Project Size” of the Call’s Announcement (pg.11) the total amount of funding for the Greek Project Partners (or the Albanian Project Partners respectively) participating in the project should not overcome 55% of the project’s total budget. Therefore the budget should be balanced between the two countries within this threshold.

Question 3 (From enviroset@gmail.com / 2-10-2012)

Is there a limitation concerning the composition of the partners;

For Example are two Non Profit Private Organisations eligible for forming a proposal without having a public authority in the partnership;

Answer to question 3

The limitations concerning the composition of the partners invited to participate in the 2nd Call for Project Proposals are stated at paragraph 6 of the Call’s Announcement, pg.5-6. Two Non Profit Private Organizations may participate in this call as long as they meet the criteria specified in the above paragraph without having a public authority in the partnership.

Question 4 (From bio@biocluster.gr /3-10-2012)

Concerning the open call for the GR - Albania programme, we would like to ask the following:

1. About the Maturity Sheet: Do all type of projects have to include the maturity sheet? We are elaborating a proposal with soft actions where no preparatory actions or specific licences are required. How do we fill it in, in this case?
2. about the compatibility check with SEA? How do we fill this in? We use the symbols at the end of the page or the respective texts?
3. Organic Products Cluster is a non-profit association. What type of document you require for the "official document indicating the composition of the administrative/ managerial or supervisory board"? Would a statement of the President, naming the members of the Board of Directors be enough?

Answer to question 4

1. The Maturity sheet is one of the documents that must be submitted under the 2nd Call for Project Proposals. Reference to this document is being made both in paragraphs 7 "How to apply-deadline" of the Call's Announcement and in paragraph 2.3 "Submission Procedure" of the Programme Manual. If no specific licences are required for your project you must still submit this document by checking the box "No Administrative Procedures Required" and explain why.
2. Correct. The document is filled in by using the symbols at the end of the page. There is also available space for comments.
3. Private organisations must submit the official minutes of the Board of Directors of the organisation. (Απόσπασμα πρακτικού εκλογής του ΔΣ ή Αντίγραφο πρακτικού εκλογής του ΔΣ).

Question 5 (From ykazoglou@gmail.com / 4-10-2012)

In the previous call (April 2011) of the GR-ALB program there was a rule about the fact that "Potential partners may participate in maximum 2 project proposals per Measure".

I would like to ask you whether this "rule" applies also to the current open call of the Program, although it is clearly not mentioned in the relevant text.

Answer to question 5

There is no limit in the number of proposals that someone can participate in as Lead Partner or Project Partner.

Question 6 (From stergios@cs.uoi.gr / 4-10-2012)

The University of Ioannina considers to submit a proposal with the Vlora University. It is possible in the partnership to also include the Polytechnic University of Tirana ?

Answer to question 6

According to the 2nd call for project proposals and in particular paragraph 6 “Eligible Partners” (pg .5) of the Call’s Announcement project proposals must include at least one partner from the Programme area (eligible and adjacent) of each country participating in the programme. Therefore, the answer is yes, providing there are at least one partner from each country's Programme area (eligible and adjacent) and that the University of Tirana meets the eligibility criteria presented in paragraph 6. In addition to the above, please take into consideration that foreseen activities would be implemented only in the programme area (eligible or adjacent).

Question 7 (From xristos_basdekis@yahoo.gr / 8-10-2012)

Following our telephone conversation please inform us regarding the possibility of recognizing Region Unit of Grevena or any other kind of Public Authority, as an eligible partner for the 2nd Project Proposal "Greece - Albania" IPA Cross Border Programme 2007-2013. Unfortunately we have not been informed relatively by the West Macedonian Region’s directorates so far.

Answer to question 7

Regional Units, in Greece, are not considered eligible for funding since they do not have a legal personality as prefectures used to have. Regional Units implement projects of the Region they belong to. In order for a Regional Unit to participate in a project proposal it must appear in the application form together with the Region they belong. For example: Region of Western Macedonia/ Regional Unit of Grevena.

Question 8 (From anna@kverros.g / 12-10-2012)

Within the 2nd Call for Project proposals IPA CROSS-BORDER PROGRAMME "GREECE - ALBANIA" 2007-2013 is it obligatory to submit with the Application Form and the supporting documents :

- Decision of the governing/designated body of each project partner (Regional Council, Municipal Council, Board of Directors etc) stating its agreement for submitting the particular project proposal according to the internal rules/statute of each partner?

Answer to question 8

According to paragraph 7 of the call’s announcement it is not obligatory to submit the above mentioned document with the application form.

Question 9 (From svagenas@mastgroup.gr / 12-10-2012)

Concerning the Anex III. Specification of budget costs (callb6) I would like to ask you the following questions:

What does it mean “1.1.1 Public employees no additionality” and

Subtot.1.1.1+limited to 15 % of 11.Tot elig.costs (no addit.)

What does it mean 1.1.2 Public employee with additionally (cost fully eligible)

Answer to question 9

1. **Public employees with no additionality** are those public employees whose contribution to the project (either full time or part time) does not exceed the normal working time. Therefore their salary shall correspond to the real monthly salary. Costs for these employees cannot exceed 15% of the total eligible costs of the action and can be considered as beneficiary's co-financing.
2. **Public employees with additionality** are those public employees contribution to the project exceeds the normal working time. Additionalities shall follow the rules applicable in the organisation namely regarding maximum extra time allowed and remuneration. Additionality costs are not subject to the 15% rule (as in point 1 above), as they cannot be considered as beneficiary's co-financing.

Question 10 (From mariafunny13@gmail.com / 15-10-2012)

We are really interested in sending our proposal to INTERREG programme in the context of the CROSS BORDER COORPORATION between Greece and Albania. Reading the guide programme, a couple of questions came up. In particular, we would like to ask you if we can have partner (or contract an international team) *from another European country apart from Greece and Albania*. In case that we cannot have a partner from another European country, is it possible to have staff from countries apart from Greece and Albania? We are asking about these issues, because we would like to involve people from Europe in our project, while thinking to give an European and international dimension.

Answer to question 10

According to paragraph 6 of the call's announcement, eligible partners for funding are those who are established in one of the two countries of the Programme. The nationality of the employees working in these bodies or that are going to be hired for the project implementation is considered irrelevant for the success of the project proposal.

Question 11 (From auron@auronexpedition.com / 23-10-2012)

I wanted to inform you that an error message is showing up on the screen once you open the Application form. The message states: “Excel encountered an error and had to remove some formatting to avoid corrupting the workbook. Please re-check your formatting.

Answer to question 11

The Application Form excel file is compatible with:

Operating Systems: Windows XP, Windows 7, Mac OS 2008+

Applications Systems: Office 2003, Office 2007, Office for Mac

You need to enable the macros in each case by using the following instructions:

Office 2003

From the menu, choose Tools àOptionsàSecurityà Security Level àMedium, you can choose whether or not to run potentially useful macros

Office 2007

From the top left Office 2007 icon chooseà Excel Optionsà Trusted Centerà Trusted Center Settingsà Macro Settingsà Enable All Macros (not recommended; potentially dangerous code run