



Q&A

Question 1: *Is there an age limit for applicants?*

Answer 1: As regards the age limit for final beneficiaries of actions proposed, or in other words, the definition of youth, the definition may vary from country to country and is subject to the relevant country legislation in force: laws, strategies, national programmes, other types of official decisions. Applicants are requested to refer to the existing legislative framework of an individual Eastern Partnership country where implementation of the proposed action takes place.

As regards requirements for the date of establishment of applicant, please be advised that the [Guidelines for Applicants](#) section No. 2.1. "Eligibility criteria" specifically defines eligibility criteria for applicants, actions and costs under this Call for proposals. In the mentioned section, it is foreseen that applicants must:

- be a legal person and
- be non-profit-making and
- active in the field of youth policy, youth education and employment, or youth entrepreneurship and
- be established in an EaP country or an EU Member State and
- be directly responsible for the preparation and management of the action with the co-applicants and affiliated entity(ies), not acting as an intermediary.

Please note that there is no specific requirement for the date of establishment/registration of applicants. General principle that applicants must be established/registered before the date of announcement of the call applies.

Question 2: *Under the Lot 2 to this Call 3,8 million euro are allocated. Could you please tell whether only one proposal or are several grants of 800,000 to 1 million euros will be accepted for several proposals?*

Answer 2: It is estimated that up to 4 proposals could be funded under the Lot 2 within the current budget limits.

Question 3: *I have start-up team, team members consist of 3 Azerbaijani and 1 Moldovan. I would like to ask, our team isn't under any organisation, it is like group of ordinary individuals. Can we apply to competition?*

Answer 3: No, you cannot apply for competition being a group of ordinary individuals. The [Guidelines for Applicants](#) section No. 2.1. "Eligibility criteria" specifically defines eligibility criteria for applicants, actions and costs under this Call for proposals. In the mentioned section it is foreseen, inter alia, that:

Lead applicant must:

- be a legal person and
- be non-profit-making and
- active in the field of youth policy, youth education and employment, or youth entrepreneurship and
- be established in an EaP country or an EU Member State and
- be directly responsible for the preparation and management of the action with the co-applicants and affiliated entity(ies), not acting as an intermediary.

Question 4: *What is the timing of acceptance and deadline of the final application?*



Answer 4: The preliminary date of invitations to submit the full applications is 28 July 2022. The preliminary deadline of submission of full application is estimated on 12 September 2022. Please note that concrete deadline for the submission of full applications will be provided in the letter sent to the lead applicants whose application has been pre-selected email indicated in the concept note.

Question 5: *According to the Georgian legislation, organizations have the state registration number as well as the identification code. Which one of the two should we indicate on the application form to the question "registration number"?*

Answer 5: For the field "Registration number", please indicate the unique number/code by which the legal entity is identified in the relevant registry. "Registration number" is the registration number recorded in the national register of companies.

Question 6: *What is the maximum total amount for the third parties under one proposal? E. g. per lot 2 maximum amount is 40 000 EUR. This amount is total for several third parties or estimated to only one third party.*

Answer 6: According to the subsection 2.1.4. "Eligible actions: actions for which an application may be made" of the [Guidelines for applicants](#), under the Lot 2 the total maximum amount of financial support per third party is 40 000 EUR. The amount is a maximum that may be allocated per one sub-granting contract within the action.

Please note that under this Call for proposals, financial support to third parties is not considered essential to achieve the objective of the action.

Question 7: *Is it obligatory to have +1 EaP country, e.g. 1 Ukraine+1Moldova+ 1 EU member state as the main actors in the project + 1 EaP country (Georgia, Armenia or Azerbaijan) to implement some actions?*

Answer 7: Eligible applications are required to be submitted by a grouping of minimum three and maximum six entities: one lead applicant + minimum two co-applicants. The grouping is required to represent minimum two Eastern Partnership countries (for example, a Georgian lead applicant + an Armenian co-applicant + an EU co-applicant; or a Ukrainian lead applicant + an Azerbaijani co-applicant + an Ukrainian co-applicant). Lead applicant may be registered in one of the Eastern Partnership country or in one of the EU countries.

It is not required to include three (3) or more Eastern Partner countries. However, please note that during the evaluation of applications, additional points will be awarded to proposals covering three (3) and more EaP countries, since one of the programme priorities is strengthening of networks and partnerships at EaP intra-regional level.

Question 8: *The Guidelines stresses that project accept 10% of the equipment purchased? Is it eligible to total eligible costs of the overall project or for one partner? What type of equipment is eligible?*

Answer 8: As foreseen in the Guidelines for applicants subsection 2.1.5 "Eligibility of costs: costs that can be included", the purchase costs for equipment and supplies should not exceed 10 % of the **total eligible costs of the overall project**. The equipment to be purchased shall be well grounded and directly linked to the activities and aims of the project.

Question 9: *Can Armenia be a lead applicant in group?*

Answer 9: Yes, an entity registered in Armenia may be a lead applicant. Lead applicant may be registered in one of the Eastern Partnership country or in one of the EU countries.



Question 10: *Can we include two (digital and youth social entrepreneurship) topics into one proposal?*

Answer 10: Please note Lot 2 under this call for proposals focuses on development of social entrepreneurship and career management skills, linked to the promotion of youth entrepreneurship in the areas of green and digital economies and support to related networking and partnerships. Given this, both topics of digital and youth social entrepreneurship can be included in one proposal. However, please be advised to decide which of the topics is the main one because while completing the concept note, as in the application you will be required to select only one Lot.

Question 11: *Should the proposal contain the project description or only the concept paper?*

Answer 11: The [Guidelines for Applicants](#) subsection No. 2.2.1 “Concept note content” describes the modalities of how the concept notes are to be submitted. It is stated that only the concept note form will be evaluated. It is therefore of utmost importance that this document contains ALL relevant information concerning the action. The following is therefore requested:

- Concept note (Part A of the application form) duly filled-in following instructions (required);
- Checklist for self-assessment (optional);
- Declaration by lead applicant (required).

Please note that there is only one system for sending concept notes: by the electronic system “Submittable”. The link to the submission is [HERE](#). Please follow the form and instructions thereby.

Question 12: *I am writing to you concerning the EU4Youth call that is currently running. Our partners from Belarus (an association working with children and youths with disabilities) made a proposal to us to submit a joint project application within this call, but we have some reservations whether it would be possible to implement the project in Belarus taking into account the current socio-political situation in the country.*

This concerns, first and foremost, the financing of the activities to be conducted on the territory of Belarus. Normally, if Belarusian NGOs receive funds from foreign organisations, they have to register them at the Department for Humanitarian Activities. In current conditions, it is almost impossible to have the funds registered.

We recently implemented a small-scale project in Belarus that was funded by the Federal Foreign Office of Germany. Since our partner organisation was liquidated right in the middle of the project, we had nothing else to do rather than sign a service agreement with the former Executive Director of the institution who is also registered as a private entrepreneur (according to the Belarusian legislation, private entrepreneurs are allowed to render services to foreign organisations provided that a service contract is signed).

Could you please let us know whether such mode of funding would be accepted by the donor organisation should our project application be selected for funding?

Answer 12: As a general rule, implementation of the projects is to comply with the relevant legislation of countries where the applicants are registered and/or project activities take place.

Specifically, the contracting authority is not in a position to facilitate a process of the registration of funds for Belarus-based organisations; nor will it require any proof of the registration of funds prior to the grant contract signature or the start of project implementation. However, overall design and specific modalities of implementation of project activities so that relevant legal requirements in the countries are met remain at the discretion and risk of applicants.



At the proposal evaluation and award stage, the rules for this call for proposals, inter alia, eligibility of applicants (lead applicant and co-applicant(s) must be met. The contracting authority will not apply any additional rules and criteria to those defined in the Guidelines for Applicants.

At the implementation stage, the contracting authority set no restrictions to beneficiaries based outside Belarus to hire Belarus-based service providers as appropriate. Please note that beneficiaries are not allowed to enter into service contracts with other members of their consortium for implementation of project activities.

Please be also informed that cases when participation of beneficiary is terminated may be individual. Any modifications to grant contracts in question will be considered on a case-by-case basis and according to the facts of the particular situation.

Question 13: *Is it necessary to submit by 14 June a concept consisting of Annex A, B, C, D, E, F?*

Answer 13: No, only Annex A, Checklist and Declaration by lead applicant is required.

Only the concept note is requested by the deadline of 14 June, 2022. It consist of the following:

- Concept note (Part A of the Annex A. Application form to the Guidelines for Applicants) duly filled-in following instructions (required) (please consult for information the file titled *Concept Note template -to be submitted via platform.pdf* in the [Guidelines for Applicants](#));
- Checklist for self-assessment (optional);
- Declaration by lead applicant (required) (please consult for information the file titled *Declaration by the LEAD applicant (Concept note).pdf* in the [Guidelines for Applicants](#)).

The [Guidelines for Applicants](#) subsection No. 2.2.1 “Concept note content” describes the modalities of how the concept notes are to be submitted. Please note that the concept notes are to be submitted through Submittable platform ([link to the submission](#))

Please note that only the concept note form will be evaluated at this stage. It is therefore of utmost importance that this document contains ALL relevant information concerning the action as requested.

No other annexes are requested at the concept note stage.

Question 14: *Can we get a link of previously funded EU4Youth projects?*

Answer 14: For more information about projects and events in the framework of EU4Youth, please consult EU NEIGHBOURS east information portal under the following link: <https://euneighbourseast.eu/topics/youth/>

Question 15: *Is it eligible to submit the proposal if the potential lead applicant is partly young organization without the project experience for the last three years, however, its team members are experienced respectively and the co-applicants are highly experienced and provide the appropriate co-financing contribution?*

Answer 15: The contracting authority will not apply any other eligibility criteria that are additional to those defined in the Guidelines for Applicants, Section 2.1. “Eligibility criteria”. As the defined criteria do not include any minimum and/or maximum requirements on years of experience, organisations without the project experience for the last three years are eligible (lead) applicants.

However, please note that the experience of applicants may be considered when financial and operational capacity of applicants is assessed at the evaluation stage of full applications, namely when



applicants are assessed whether they have sufficient in-house experience of project management, technical expertise and management capacity.

Question 16: *If the main focus of the lead applicant is not youth-related issues, however those issues are partly covered by several projects, as well as by co-applicants that are specialized youth organizations, will the lead-applicant still be eligible?*

Answer 16: It should be substantiated that the applicant meets eligibility requirements set out the [Guidelines for Applicants](#) section No. 2.1. "Eligibility criteria":

- be a legal person and
- be non-profit-making and
- **active in the field of youth policy, youth education and employment, or youth entrepreneurship** and
- be established in an EaP country or an EU Member State and
- be directly responsible for the preparation and management of the action with the co-applicants and affiliated entity(ies), not acting as an intermediary.

The above-mentioned eligibility requirements do not specify that the lead applicant is to have youth-related issues as the main focus of its activities. However, it is required to substantiate the activity in the field of youth policy, youth education and employment, or youth entrepreneurship.

Question 17: *Are Belarusian organisations expected to register the funds received from foreign donors at the Department for Humanitarian Activities or Ministry of Economy as foreseen by the regular procedure? It's almost impossible to do it in current socio-political conditions.*

Answer 17: As a general rule, implementation of the projects is to comply with the relevant legislation of countries where the applicants are registered and/or project activities take place.

Specifically, the contracting authority is not in a position to facilitate a process of the registration of funds for Belarus-based organisations; nor will it require any proof of the registration of funds prior to the grant contract signature or the start of project implementation. However, overall design and specific modalities of implementation of project activities so that relevant legal requirements in the countries are met remain at the discretion and risk of applicants.

Question 18: *Can Ministries be as a Lead applicant?*

Answer 18: Yes, the ministries can be a lead applicant.

Question 19: *What is the not eligible costs?*

Answer 19: **Eligible costs** are actual costs incurred by the beneficiary(ies) which meet **all the following criteria:**

a) they are incurred during the implementation of the action as specified in Article 2 of the special conditions. In particular:

- (i) Costs relating to services and works shall relate to activities performed during the implementation period. Costs relating to supplies shall relate to delivery and installation of items during the implementation period. Signature of a contract, placing of an order, or entering into any commitment for expenditure within the implementation period for future delivery of services, works or supplies after expiry of the implementation period do not meet this requirement. Cash transfers between the coordinator and/or the other beneficiary(ies) and/or affiliated entity(ies) may not be considered as costs incurred;



- (ii) Costs incurred should be paid before the submission of the final reports. They may be paid afterwards, provided they are listed in the final report together with the estimated date of payment;
 - (iii) An exception is made for costs relating to final reports, including expenditure verification, audit and final evaluation of the action, which may be incurred after the implementation period of the action;
 - (iv) Procedures to award contracts, as referred to in Article 10, may have been initiated and contracts may be concluded by the beneficiary(ies) before the start of the implementation period of the action, provided the provisions of Annex IV have been respected.
- b) they are indicated in the estimated overall budget for the action;
 - c) they are necessary for the implementation of the action;
 - d) they are identifiable and verifiable, in particular being recorded in the accounting records of the beneficiary(ies) and determined according to the accounting standards and the usual cost accounting practices applicable to the beneficiary(ies);
 - e) they comply with the requirements of applicable tax and social legislation;
 - f) they are reasonable, justified and comply with the requirements of sound financial management, in particular regarding economy and efficiency.

Detailed requirements for costs to be eligible for financing are foreseen in Article 14 “Eligible Costs” of the General Conditions to the standard grant contract (see Annex G of the guidelines).

In addition, in accordance with subsection No. 2.1.5. “Eligibility of costs: costs that can be included” of the [Guidelines for Applicants](#), the purchase costs for equipment and supplies may be eligible if the costs do not exceed 10 % of the total eligible costs.

Costs not meeting the requirements listed above are ineligible.

Also section No. 2.1.5 “Eligibility of costs: costs that can be included” of the Guidelines for Applicants foresees that the following costs are not eligible:

- debts and debt service charges (interest);
- provisions for losses or potential future liabilities;
- costs declared by the beneficiary(ies) and financed by another action or work programme receiving a European Union (including through EDF) grant;
- purchases of land or buildings, except where necessary for the direct implementation of the action, in which case ownership must be transferred in accordance with Article 7.5 of the general conditions of the standard grant contract, at the latest at the end of the action;
- currency exchange losses;
- credit to third parties;
- in kind contributions (except for volunteers' work);
- bonuses included in costs of staff;
- negative interest charged by banks or other financial institutions

Question 20: *Is it compulsory to include the countries of implementation to the application process from beginning? Or we can apply like a 3 country, and if we will get the grant we will do it later?*

Answer 20: It is mandatory to foresee all the project partners from the beginning. The consortium (composition of lead and co-applicants) shall be foreseen in the concept note. As indicated in the section 2.2.1. “Concept note content” of [Guidelines for Applicants](#), the lead applicant may add,



remove or replace one or more co-applicant(s) or affiliated entity(ies) only in duly justified cases.

Question 21: *Could you please indicate daily rates and monthly salaries ranges for EaP and EU experts?*

Answer 21: Daily rates and monthly salary ranges for EaP and EU experts are not officially defined. They have to be determined in accordance with the practice of the organization and average market prices.

Question 22: *Can business (for profit) organizations be a partner? Or contractor?*

Answer 22: Business (for profit) organization cannot be a partner because it is not meeting all eligibility criteria foreseen in the [Guidelines for Applicants](#) section No. 2.1. "Eligibility criteria":

- be a legal person and
- be **non-profit-making** and
- active in the field of youth policy, youth education and employment, or youth entrepreneurship and
- be established in an EaP country or an EU Member State and
- be directly responsible for the preparation and management of the action with the co-applicants and affiliated entity(ies), not acting as an intermediary.

Business (for profit) organization can be a contractor in a project. However, please note that contractors can be subject to the procurement rules set out in [Annex IV to the standard grant contract](#).

Question 23: *You mentioned 1 mln max for Lot2. That means 3 projects will be approved?*

Answer 23: It is estimated that up to 4 proposals could be funded under the Lot 2 within the current budget limits.

Question 24: *Can we apply like Azerbaijan+ Ukraine+ Austria? or we have to include one more country?*

Answer 24: Your proposed composition meets minimal requirements foreseen in the [Guidelines for applicants](#). It is not required to include three (3) or more Eastern Partner countries. However, please note that during the evaluation of applications, additional points will be awarded to proposals covering three (3) and more EaP countries, since one of the programme priorities is strengthening of networks and partnerships at EaP intra-regional level.

Question 25: *For the declaration of honour on VAT eligibility, should the translation be certified by a sworn translator/notary?*

Answer 25: Please note that the declaration of honour on VAT is not required on the concept note stage. The declaration of honour on VAT eligibility shall be provided together with the full application.

The [Guidelines for Applicants](#) subsection No. 2.2.1 "Concept note content" describes the modalities of how the concept notes are to be submitted. It is stated that only the concept note form will be evaluated. It is therefore of utmost importance that this document contains ALL relevant information concerning the action. The following is therefore requested:

- * Concept note (Part A of the application form) duly filled-in following instructions (required);
- * Checklist for self-assessment (optional);
- * Declaration by lead applicant (required).



Please note that there is only one system for sending concept notes: by the electronic system "Submittable". The link to the submission is [HERE](#). Please follow the form and instructions thereby.

Question 26: *Can we provide grants to our project beneficiaries? For direct project activities, is it permissible to incur capital expenditures / renovation, construction?*

Answer 26: According to the [Guidelines for Applicants](#), applicants may propose financial support to third parties. **Applicants may propose financial support to third parties in order to help achieving the objectives of the action.**

The maximum amount of financial support per third party in actions under Lot 1 is EUR 12 500, and actions under Lot 2 - EUR 40 000.

Please note that in compliance with the present guidelines and notably of any conditions or restrictions in this Section, the lead applicant should define mandatorily in Section 2.1.1 of the grant application form:

- (i) the overall objectives, the specific objective(s) and the outputs²² (i.e. the results) to be achieved with the financial support
- (ii) the different types of activities eligible for financial support, on the basis of a fixed list
- (iii) the types of persons or categories of persons which may receive financial support
- (iv) the criteria for selecting these entities and giving the financial support
- (v) the criteria for determining the exact amount of financial support for each third entity, and
- (vi) the maximum amount which may be given.

In all events, the mandatory conditions set above for giving financial support (points (i) to (vi)) have to be strictly defined in the grant contract as to avoid any exercise of discretion

According to the General conditions of the model grant contract **costs of repairing may be incurred only if there is a need for setting up project office or using a project office**, but all rules of eligibility defined in article 14 should be respected. **Cost of construction are ineligible.**

Question 27: *If this call for proposal is foreseen to be relaunched a second time in 2023?*

Answer 27: EU remains committed to support youth activation in democratic life, society and economy of the Eastern Partnership countries, and will continue EU4Youth initiative. However, there are no confirmed plans or dates for any other call for proposals so far at this stage.

Question 28: *If lead applicant is from Lithuania, can the consortium consist of two EaP countries and one co-applicant from Lithuania too? Or it is not allowed to have in consortium two partners from EU countries?*

Answer 28: It is allowed in the consortium to have two partners from EU country(ies).

Eligible applications are required to be submitted by a grouping of **minimum three and maximum six entities**: one lead applicant + minimum two co-applicants. The grouping is required to represent minimum two Eastern Partnership countries (for example, a Georgian lead applicant + an Armenian co-applicant + an EU co-applicant; or a Ukrainian lead applicant + an Azerbaijani co-applicant + an Ukrainian co-applicant). Lead applicant may be registered in one of the Eastern Partnership country or in one of the EU countries.

It is not required to include three (3) or more Eastern Partner countries. **However**, please note that during the evaluation of applications, additional points will be awarded to proposals covering three (3) and



more EaP countries, since one of the programme priorities is strengthening of networks and partnerships at EaP intra-regional level.

Question 29: *On what criteria the rate of the funding intensity depends?*

Answer 29: In accordance to the Guidelines for Applicants, Section 1.3. Financial allocation provide by the contracting authority”, any grant requested must fall between minimum 75% and maximum 90% of the total eligible costs of the proposed action. The actual proposed rate within the given limits is at the discretion of applicants.

Question 30: *Whether the financial stability of the partners from EaP countries is being assessed?*

Answer 30: During the evaluation of the full applications stage, the quality of the proposals, including the proposed budget and capacity of the applicants and affiliated entity(ies) are evaluated. They will be evaluated using the evaluation criteria in the evaluation grid. There are two types of evaluation criteria: selection and award criteria.

The selection criteria help to evaluate the applicant(s)'s and affiliated entity(ies)'s operational capacity and the lead applicant's financial capacity and are used to verify that they:

- have stable and sufficient sources of finance to maintain their activity throughout the proposed action and, where appropriate, to participate in its funding (this only applies to lead applicants);
- have the management capacity, professional competencies and qualifications required to successfully complete the proposed action. This applies to applicants and any affiliated entity(ies).

Please see point 1.4 of the Evaluation grid provided in the section 2.3 “Evaluation and selection of applications” “Step 2: Opening & Administrative Checks And Evaluation Of The Full Application” of the [Guidelines for Applicants](#).

Question 31: *Is there any restrictions on subcontracting costs?*

Answer 31: Actual costs related to outsourced/sub-contracted services (including ones from a private entity) may be eligible under this Call for proposals subject to all criteria defining eligibility of costs in general conditions of a model grant agreement (please refer to Annex G of the Guidelines).

There is no overall restriction on the proportion of the budget allowed for sub-contracting of services and supplies. Please however note that the costs for purchasing of equipment and supplies should not exceed 10% of the total eligible costs.

According to the general conditions of a model grant contract (Annex G of the Guidelines) beneficiaries may subcontract tasks forming part of the action. In such a case, beneficiaries must ensure that, in addition to the conditions applicable to all implementing contract foreseen in the action, the following conditions are also complied with:

- subcontracting does not cover core tasks of the action;
- recourse to subcontracting is justified because of the nature of the action and what is necessary for its implementation;
- the estimated costs of the subcontracting are clearly identifiable in the estimated budget of the action;
- any recourse to subcontracting, if not provided for in the description of action, is communicated by the beneficiary and approved by the contracting authority.



Question 32: *Is the grant contract available to see in this stage of the proposals?*

Answer 32: Form of the standard grant contract together with the form of annexes could be found [here](#) (as annexes of the Guidelines for applicants).

Question 33: Are we eligible to apply as a consortium that would consist of these legal entities in Georgia and Ukraine and other partners from the Eastern Partnership countries and the EU?

Answer 33: Yes, your proposed composition of a consortium (a Georgia-based entity + a Ukraine-based entity + other EaP/EU country-based entity) can be considered eligible.

Please be reminded that **any proposed action must be submitted by a grouping of minimum 3 (three) and maximum 6 (six) entities**: one lead applicant + minimum two co-applicants. Please refer to section 2.1.1 of [Guidelines for Applicants](#) for complete information about eligibility rules under the present Call for proposals.

Any proposed action must be submitted by a grouping made of entities from minimum 2 (two) EaP countries (Armenia, Azerbaijan, Belarus, Georgia, Moldova and Ukraine).

Examples of (minimal) configuration matching these requirements:

- A Georgian lead applicant + an Armenian co-applicant + an EU co-applicant;
- An Ukrainian lead applicant + an Azerbaijani co-applicant + an Ukrainian co-applicant;
- An EU lead applicant + an Ukrainian co-applicant + a Moldovan co-applicant.

Any proposed action must take place in at least 2 (two) of the following countries: Armenia, Azerbaijan, Belarus, Georgia, Moldova, Ukraine. Since one of the programme priorities is strengthening of networks and partnerships at EaP intra-regional level, additional points will be awarded to proposals covering 3 (three) and more EaP countries.

Question 34: Location: can the lead country organize activities in its country (e.g. Lithuania)? In the call document it is said: "actions must take place in at least three of the following countries: Armenia, Azerbaijan, Belarus, Georgia, Moldova, Ukraine. Actions may target the sub-national levels." However, if the lead applicant is from the EU country – LITHUANIA, and there are only three countries consortium, there is no third country from the given list. Could you please clarify it?

Answer 34: Please note that in the Guidelines for Applicants indicate that:

- Any proposed action must be submitted by a grouping of minimum 3 (three) and maximum 6 (six) entities (one lead applicant + minimum two co-applicants) with minimum 2 (two) EaP countries (Armenia, Azerbaijan, Belarus, Georgia, Moldova and Ukraine) in the grouping;
- any proposed action must take place **in at least 2 (two)** of the following countries: Armenia, Azerbaijan, Belarus, Georgia, Moldova, Ukraine (not "in at least three", as you mentioned in your question). Since one of the programme priorities is strengthening of networks and partnerships at EaP intra-regional level, **additional points** will be awarded to proposals covering 3 (three) and more EaP countries.

Punctual or limited activities taking place outside the selected countries are eligible provided that this is consistent with the proposed action and that these activities are instrumental to the objectives of the proposed action.

Design and implementation approach of action are fully at the discretion of members of a consortium – lead applicant, co-applicants and affiliated entities. Please be advised that



following concept note evaluation criteria foreseen in the section 2.3 “Evaluation and selection of applications” of the [Guidelines for Applicants](#) for the evaluation criteria the design of the action will be assessed for its coherence, reflection of problem analysis, consideration of external factors, consistency and feasibility of activities, and integration of relevant cross-cutting elements.

The contracting authority is not in a position to provide a prior opinion on the eligibility of applicants, activities or costs at this stage.

Question 35: Could you please clarify the age range of the youth?

Answer 35: Please refer to question No.1.

Question 36: Financial intensity: could you please specify the financing intensity for the legal entities such as public organisations and private companies?

Answer 36: In accordance with the [Guidelines for Applicants](#), Section 1.3. Financial allocation provide by the contracting authority”, **any grant requested** must fall between minimum 75% and maximum 90% of the total eligible costs of the proposed action. The actual proposed rate within the given limits is at the discretion of applicants.

Question 37: If the co-applicants all need to be non-profit organizations? Can an organization apply and be a co-applicant who is involved in non-profit projects but also has other activities in the portfolio that are non-profit (consultancies with private clients also)?

Answer 37: Eligibility criteria are provided in the section No. 2.1. “Eligibility criteria” of the [Guidelines for Applicants](#):

- be a legal person and
- be **non-profit-making** and
- active in the field of youth policy, youth education and employment, or youth entrepreneurship and
- be established in an EaP country or an EU Member State and
- be directly responsible for the preparation and management of the action with the co-applicants and affiliated entity(ies), not acting as an intermediary.

Whether the organizations are a profit making or not are determined on the basis of the organisation’s statutes.

Question 38: We are management consultancy that implements different EU and other funded projects, runs training and mentoring programmes etc. At the same time we also have private clients who use our services and we earn profit from there. We are legally established as a joint-stock company. Are we eligible to apply?

Answer 38: The contracting authority is not in a position to provide a prior opinion on the eligibility of applicants, activities or costs at this stage.

For eligibility criteria, please refer to the section No. 2.1. “Eligibility criteria” of the [Guidelines for Applicants](#) which defines that applicants must:

- be a legal person and
- be **non-profit-making** and



- active in the field of youth policy, youth education and employment, or youth entrepreneurship and
- be established in an EaP country or an EU Member State and
- be directly responsible for the preparation and management of the action with the co-applicants and affiliated entity(ies), not acting as an intermediary.

Whether the organizations are a profit making or not are determined on the basis of the organisation's statutes. Please be advised that the applicants are required to be non-profit-making, i.e. not intended to make a profit, but to make money for a social or political purpose or to provide a service that people need. Such organizations are expectedly constrained by a principle of non-distribution of profit to its members.

Question 39: Is it possible to use parts of the budget to give grants/stipends to young people who would join the programme? As an example, in Berlin, the programme gives a 12-month stipend of EUR 2000/month for the founders to solely focus on building their business. In Georgia, the amount would of course be adapted to the local cost of living.

Answer 39: According to the [Guidelines for Applicants](#), applicants may propose financial support to third parties in order to help achieving the objectives of the action.

The maximum amount of financial support per third party in actions under Lot 1 is EUR 12 500, and actions under Lot 2 - EUR 40 000.

Please note that in compliance with the present guidelines and notably of any conditions or restrictions in this Section, the lead applicant should define mandatorily in Section 2.1.1 of the grant application form:

- (vii) the overall objectives, the specific objective(s) and the outputs (i.e. the results) to be achieved with the financial support
- (viii) the different types of activities eligible for financial support, on the basis of a fixed list
- (ix) the types of persons or categories of persons which may receive financial support
- (x) the criteria for selecting these entities and giving the financial support
- (xi) the criteria for determining the exact amount of financial support for each third entity, and
- (xii) the maximum amount which may be given.

In all events, the mandatory conditions set above for giving financial support (points (i) to (vi)) have to be strictly defined in the grant contract as to avoid any exercise of discretion.

Design and implementation approach of action are fully at the discretion of members of a consortium – lead applicant, co-applicants and affiliated entities. Please be advised that following concept note evaluation criteria foreseen in the section 2.3 “Evaluation and selection of applications” of the [Guidelines for Applicants](#) for the evaluation criteria the design of the action will be assessed for its coherence, reflection of problem analysis, consideration of external factors, consistency and feasibility of activities, and integration of relevant cross-cutting elements.

The contracting authority is, however, not in a position to provide a prior opinion on the eligibility of applicants, activities or costs at this stage.

Question 40: According to the guidelines, the lead- as well as all co-applicants must be non-profit organizations. As Silicon Allee is a registered company, are there any other ways for us to collaborate you would suggest in such a case?



Answer 40: The contracting authority is not in a position to suggest ways of collaboration and/or provide a prior opinion on the eligibility of applicants, activities or costs at this stage.

According to eligibility criteria provided in the section No. 2.1. “Eligibility criteria” of the [Guidelines for Applicants](#), applicants (i.e. lead applicant and co-applicant(s) must be :

- be a legal person and
- be **non-profit-making** and
- active in the field of youth policy, youth education and employment, or youth entrepreneurship and
- be established in an EaP country or an EU Member State and
- be directly responsible for the preparation and management of the action with the co-applicants and affiliated entity(ies), not acting as an intermediary.

Whether the organizations are a profit-making or not is determined on the basis of the organisation’s statutes. Please be advised that the applicants are required to be non-profit-making, i.e. not intended to make a profit, but to make money for a social or political purpose or to provide a service that people need. Such organizations are expectedly constrained by a principle of non-distribution of profit to its members.

Organisations and individuals, other than the applicants who are to comply with the eligibility requirements, may also be involved in the action. These can include associates and contractors (please refer to section 2.1.3. “Associates and contractors” of the Guidelines for Applicants.

Question 41: Our organization has offices in Ukraine and Georgia registered as separate legal entities. If one of the mentioned legal entities is the lead applicant, and the other one together with some other partner of ours are co-applicants, will that qualify as we are applying as a consortium?

Answer 41: The contracting authority is not in a position to provide a prior opinion on the eligibility of applicants, activities or costs at this stage.

Please be advised to evaluate whether the entities in question are not considered as affiliated entities to the lead applicant and/or to co-applicant(s).

For more details and the explanation and criteria for how to verify the existence of the required link by affiliated entity with an applicant, please refer to the section 2.1.2. “Affiliated entities” of the [Guidelines for Applicants](#).

Question 42: Could you please tell me if we are allowed to apply to both Lots with different projects of course but within the same consortium? Or for each Lot we should have a different lead organization and different co-applicants?

Answer 42: The lead applicant may be a co-applicant or an affiliated entity in another application of the same lot, as well as of the other lot at the same time.

However, please note that as indicated in the [Guidelines for Applicants](#), subsection 2.1.4. “Eligible actions: actions for which an application may be made”: the lead applicant may not be awarded more than one grant under this call for proposals. At the same time, an organisation acting as a co-applicant/affiliated entity may not be awarded more than two grants under this call for proposals. In other words, one organization may be awarded maximum three grants (one - as the lead applicant, and other two - as co-applicant or affiliated entity, regardless of lot).



Question 43: I would like to clarify if there are any limitation on number of applications the organization may be part of. Specifically, can an organization apply as the lead applicant or as partner for both lots?

Answer 43: An organisation may act as the lead applicant in application of one lot and as co-applicant or affiliated entity in another application(s) of the same or other lot at the same time.

However, please note that as indicated in the [Guidelines for Applicants](#), subsection 2.1.4. “Eligible actions: actions for which an application may be made”: the lead applicant may not be awarded more than one grant under this call for proposals. At the same time, an organisation acting as a co-applicant/affiliated entity may not be awarded more than two grants under this call for proposals. In other words, one organization may be awarded maximum three grants (one - as the lead applicant, and other two - as co-applicant or affiliated entity, regardless of lot).

Question 44: Will it be correct to apply only to universities?

Answer 44: All type of organisations, including universities as a case may be, that comply with eligibility requirements as per sections 2.1. of the Guidelines for Applicants are invited to submit their applications to this call.

Question 45: if our organization is a Lead applicant in Lot 2 can we participate as a co-applicant in Lot 1?

Answer 45: Yes, the lead applicant may be a co-applicant or an affiliated entity in another application of the same lot, as well as, of the other lot at the same time.

However, please note that as indicated in the [Guidelines for Applicants](#), subsection 2.1.4. “Eligible actions: actions for which an application may be made”: the lead applicant may not be awarded more than one grant under this call for proposals. At the same time, an organisation acting as a co-applicant or affiliated entity may not be awarded more than two grants under this call for proposals. In conclusion, one organization may be awarded maximum three grants (one grant - as the lead applicant, and other two - as co-applicant or affiliated entity, regardless of a lot).

Question 46: would like to ask regarding the maximum budget allocation for the third parties- are the members of the consortium considered as third parties and if there is a maximum limit for the budget allocation to them?

Answer 46: The Guidelines for Applicants set limitations to the maximum amount of financial support per third party: in actions under Lot 1 – 12,500 EUR, and actions under Lot 2 – 40,000 EUR. No further limitations, other than those set in the Guidelines, are applied.

Please however note that under this call, financial support to third parties is not considered essential to achieve the objective of the action.

Question 47: The second question is about the contribution, if it should be only financial or in kind is also possible. Also, if in case of financial the contributions should be transferred to the project account.

Answer 47: Please note that the difference between the total cost of the action and the amount requested from the contracting authority must be financed from sources other than the general budget of the Union or the European Development Fund.

The rest should be covered from other financial contributions (applicant, other donors, etc.)



As foreseen in the Guidelines for Applicants section 2.1.5. "Eligibility of costs: costs that can be included" in-kind contribution may not be considered co-financing. Only volunteers' work may be accepted as co-financing in-kind and it may comprise up to 50 % of the co-financing. Unit cost per volunteer per day as defined and authorised by the European Commission at the following address:

<https://ec.europa.eu/transparency/regdoc/?fuseaction=list&coteld=3&year=2019&number=2646&version=ALL&language=en>

Question 48: on the application form we saw that the maximum number of months is 24, but in the website it was written 26. What is the real number of months.

Answer 48: As per the section 2.1.4. of the Guidelines for Applicants, the initial planned duration of an action may not be shorter than **18 months** nor exceed **24 months**.