

QUESTIONS AND ANSWERS

YOUTH IN THE LABOUR MARKET Republic of Croatia

1. Publication reference

EuropeAid/129227/M/ACT/HR

2. Procedure

Open

3. Programme

IPA

4. Financing

Operational Programme for Human Resources Development 2007-2009, Instrument for Pre-Accession Assistance

5. Contracting Authority

Croatian Employment Service, Department for Financing and Contracting of EU Projects

QUESTIONS	ANSWERS
Q1. My intention is to open an agency for adventure tours so I am interested is this kind of action eligible under this Call for Proposal?	<p>According to the Guidelines for Applicants, section 2.1.3 <i>Eligible actions: actions for which an application may be made</i>, actions related to establishing a private company are considered to be ineligible,</p> <p>In addition, as stated in Guidelines for Applicants, section 2.2.4. <i>Further information for the Application</i>, in the interest of equal treatment of applicants, the Contracting Authority cannot give a prior opinion on the eligibility of an applicant, a partner, an action or specific activities.</p>
Q2. Does term “enterprise” stated in the GfA, Section 2.1.1 include private companies? Is the consulting company specialized in labour market and employment eligible applicant under this Call for Proposals?	<p>Please refer to Guidelines for Applicants, section 2.1.1 <i>Eligibility of applicants: who may apply?</i> regarding eligibility of applicants. For your clarification, term enterprise implies private companies.</p> <p>In addition, as stated in Guidelines for Applicants, section 2.2.4. <i>Further information for the Application</i>, in the interest of equal treatment of applicants, the Contracting Authority cannot give a prior opinion on the eligibility of an applicant, a partner, an action or specific activities.</p>

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<p>Q3. Does the youth to whom the actions will be addressed have to be from Croatia or they could be also from Albania and Bosnia and Herzegovina?</p>	<p>Target groups for this Call for Proposal are defined in Guidelines for Applicants, section 1.2 <i>Objectives of the programme and priority issues</i> and as such should be respected. Please note that assessment of the relevance of the target group is the task and responsibility of the Evaluation Committee.</p> <p>Please note, that all actions must take place in Croatia as stated in Guidelines for Applicants, section 2.1.3 <i>Eligible Actions: actions for which an application may be made</i>.</p>
<p>Q4. Are organisations from Republic of Serbia eligible project partners under this Call for Proposal?</p>	<p>Regarding the eligibility of partners, please refer to Guidelines for Applicants, section 2.1.2 <i>Partnerships and eligibility of partners</i>, where the eligibility criteria for the partners are listed.</p>
<p>Q5. Could the party from Bosnia and Herzegovina apply for this tender as leading partner?</p>	<p>As specified in the Guidelines for Applicants, section 2.2.4 <i>Further information for the Application</i>, in the interest of equal treatment of applicants, the Contacting Authority cannot give a prior opinion on the eligibility of an applicant, a partner, an action or specific activities.</p>
<p>Q6. In which budget line the costs for books and literature for the trainees should be stated: under 5.1 Publication or 3.5 Other?</p>	<p>Costs of books and literature for trainees should be stated in Budget within budget line 3.5: Other.</p> <p>Please note that according to the Practical Guide to Contract procedures for EC external actions (PRAG), section 2.3.1. <i>The rule on nationality and origin</i> all supplies and materials purchased under a contract financed under an EU instrument must originate from the EU or from an eligible country.</p>
<p>Q7. Can youth in formal education (high school, university students) be beneficiaries of the project?</p>	<p>Please note that objectives of this Call for Proposals are defined in Guidelines for Applicants, Section 1.2 <i>Objectives of the programme and priority issues</i>. The objective of your project should be in accordance with the global and specific goal and priority issues of this Call for Proposals.</p> <p>Furthermore, in the same section, the target groups are defined and as such should be respected.</p> <p>Assessment of the relevance of the target group is the task and responsibility of the Evaluation Committee.</p>
<p>Q8. Should the trainings that are project activities be certified in order to be eligible project activities?</p>	<p>No, the Guidelines for Applicants do not define requirement that trainings should be certified.</p> <p>Furthermore, as stated in Guidelines for Applicants, section 2.2.4. <i>Further information for the Application</i>, in the interest of equal treatment of applicants, the Contacting Authority cannot give a prior opinion on the eligibility of an applicant, a partner, an action or specific activities.</p>

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<p>Q9. Are in this call for proposals non-for-profit private institutions need to comply with <i>de minimis</i> rule?</p>	<p>Yes, according to the Guidelines for Applicants, section 2.1.1 <i>Eligibility of applicants: who may apply?</i>, in order to be eligible for a grant, private enterprises/institutions must be compliant with <i>de minimis</i> rule as stated under bullet 5 and footnote 14.</p> <p>With regard to the details of the applicability of the <i>de-minimis</i> rule please consult the following regulation: Government of the Republic of Croatia Decree on <i>de-minimis</i> aid published in Official Gazette, 45/2007 (http://narodnenovine.nn.hr/clanci/sluzbeni/2007_05_45_1487.html).</p>
<p>Q10. What is the reason that you have not aligned this IPA call with the EU temporary framework for the state aid measures and limit of €500,000 of <i>de minimis</i> aid?</p>	<p>Contracting Authority is obliged to act according to the current Croatian decree on <i>de-minimis</i> rule published in Official Gazette, 45/2007 (http://narodnenovine.nn.hr/clanci/sluzbeni/2007_05_45_1487.html) which prescribes limit of €200,000 of <i>de-minimis</i> aid.</p>
<p>Q11. Will you consider study tour to other EU countries as eligible cost under this call?</p>	<p>As indicated in Guidelines for Applicants, section 2.1.3 <i>Eligible actions: actions for which an application may be made</i>, actions must take place in Croatia.</p> <p>However, study visit outside of Croatia can be eligible if it is necessary, clearly explained and justified under the envisaged activities of the project and if such activity would contribute to the specific objective(s) that the action aims to achieve.</p>
<p>Q12. Our partner institution is public institution whose founder is City. It finance all regular activities from own sources while the City finance only Programme which is of interest for the City. Trainer from partner institution will conduct some of project activities and that will take 30% of his work time. Should the cost of his salary be paid to the partner or should we plan it as own contribution?</p>	<p>Cost of the public servant salary can only be considered as co-financing in the percentage of working time spent on the project.</p>
<p>Q13. We are thinking of a project where unemployed young from craft vocation would be able to perform some kind of practice work within local companies. Furthermore, these companies will not act as project partners. Giving the possibility those companies might not be willing to welcome these young, we were thinking of paying these companies for the time young will spend at their premises. Is this an eligible cost of the Action, and if is, under what budget heading should we place this cost?</p>	<p>This is not an eligible cost.</p> <p>Note that eligible costs must be based on real costs based on supporting documents.</p> <p>To be eligible under the Call for Proposals, costs must comply with the provisions of article 14 of the General Conditions to the Standard Grant Contract (see Annex F of the Guidelines).</p>