

**Interreg IPA Cross-border Cooperation Programme
Croatia-Bosnia and Herzegovina-Montenegro
2014-2020**

2nd Call for Proposals

QUESTIONS & ANSWERS

Last update: 8 November 2018

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A. Eligibility

Q: Is Lead Applicant from Primorje-gorski kotar County eligible to apply as Lead applicant if it wants to place its activities in the Programme area.

A: For information related to 2nd Call for Proposals please read carefully documents published on: <http://www.interreg-hr-ba-me2014-2020.eu/calls-for-proposals/2nd-call-for-proposals/>

Eligibility of applicants (partners), activities and costs are subject of Assessment and selection process (1. Step) described in 2nd Call for Proposals Guidelines for Applicants (section 4.). Therefore, at this stage, we cannot provide information related to any of the eligibility criteria. 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 2.3.1. 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.

Q: We are an SME from Germany/Hungary, involved in development of small electric moped-like-cars for car-sharing, car rental, touristical attraction and individual use purposes. Our hungarian company is mostly involved in the development, meanwhile the german part has mostly the marketing responsibility. Our development concept perfectly fits to the Interreg concept, as the final product - the interactive electric car - is designed for using in fast growing touristic areas which are also having carbon-footprint problems. We are having some questions regrading Interreg IPA Croatia-Bosnia and Hercegovina- Montenegro calls.

As a german or hungarian SME can we participate on this Interreg IPA Call or not? If yes, can we be the leader of the call, integrating the HRBAME companies or we shall be the supplier and the project leader should be a HRBAME company?

Are you thinking in an consortium of companies or rather a joint venture of HRBAME participant?

What are the budget limits?

Can we get some consultancy services regarding this calls and if yes, how?

A: In order to be eligible for a grant, the applicant/partner must be established in the respecting participating country (Croatia, Bosnia and Herzegovina, Montenegro). Eligibility of applicants (partners), activities and costs are subject of Assessment and selection process (1. Step) described in 2nd Call for Proposals Guidelines for Applicants (section 4.). Therefore, at this stage, we cannot provide information related to any of the eligibility criteria.

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Q: Molim službeno tumačenje prihvatljivosti prijavitelja u sklopu 2. poziva iz Programa prekogranične suradnje Interreg IPA CBC Hrvatska – Bosna i Hercegovina – Crna Gora 2014. – 2020. Je li Ministarstvo turizma RH prihvatljiv prijavitelj? U jednom od projekata financiranom iz 1. poziva partner je Ministarstvo zdravstva Crne Gore, dok do sada iz Hrvatske na projektima nije sudjelovalo nijedno ministarstvo. U samom programu prekogranične suradnje navedeni su, između ostalih, kao prihvatljivi prijavitelji: National, regional and local public bodies/institutions (for example, institutes, development agencies and similar), a u samom pozivu u okviru prioritetne osi 3: public institutions (for example, institutes and other research organisations, development agencies national/regional/local institutions responsible for environment and nature, national/regional/local institutions responsible for culture including museums, libraries and theatres, etc.). Uključuje li to i Ministarstvo turizma?

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Q: Are institutions and companies responsible for environment, forest and nature, ect, but which in their activities have implemented education through educational path, forest schools, lectures for citizens... (for example national parks, forest managing companies) acceptable applicants for 1. priority axis? Additionally, planned project is strongly focused on social and health services for vulnerable groups through adjusted education in the field of forestry and nature protection.

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Q: Aktivnost se nastavlja na projekt koji se trenutno provodi u sklopu 1. poziva prilikom kojeg smo promovirali model "biomass heat contracting". Taj model je u zapadnoj Europi koncipiran na način da privatni investitor ulaže vlastita financijska sredstva u rekonstrukciju kotlovnice na lož ulje koja je u vlasništvu neke javne ustanove (škole) te ugrađuje kotao na drvenu biomasu (sječka/pelet), a zatim se dugoročnim ugovorom obvezuje da u potpunosti opslužuje novu kotlovnicu (servisi, popravci, nabava goriva i prodaja topline) dok javna ustanova samo plaća mjesečne račune za potrošenu energiju po cijeni koja je definirana javnom nabavom. U tu cijenu toplinske energije ugrađeni su operativni troškovi kotlovnice kao i kapitalni troškovi izgradnje kotlovnice. Kako smo u sklopu 1. poziva namjeravali promovirati navedeni model osmislili smo "light" varijantu heat contractinga, a to je da smo kroz projekt prvo rekonstruirali kotlovnicu i ugradili kotao na biomasu, a zatim smo je kroz javnu nabavu dali na dvogodišnje upravljanje privatnom partneru koji je u cijenu toplinske energije ugradio samo operativne troškove kotlovnice budući nije financijski sudjelovao u njezinoj izgradnji. Javna ustanova koja je partner projekta ovime ne ostvaruje profit budući samo plaća račune za grijanje koji su manji od prethodnih zbog promjene na jeftiniji energent. U sklopu 2. poziva smatramo kako je tržište u Hrvatskoj dovoljno zrelo da se primijeni puni heat contracting model odnosno da privatni investitor sudjeluje u investiciji s vlastitim financijskim sredstvima što podrazumijeva sklapanje dugoročnog ugovora s javnom ustanovom. U ovom slučaju kotlovnica će i dalje ostati u vlasništvu javne ustanove budući bi Program Interreg sufinancirao nešto više od 50% vrijednosti investicije, a iz razloga što su kotlovnice na biomasu i dalje vrlo skupe te neisplative bez dodatnih poticaja. I u ovom slučaju partner-javna ustanova ne bi ostvarivala nikakav profit već bi plaćala račune za potrošenu toplinsku energiju uvećane za kapitalnu investiciju koju je financirao privatni partner. Dakle privatni partner ne koristi programska sredstva već ulaže vlastita sredstva i ne ostvaruje bolju tržišnu poziciju već se javlja na javnu nabavu koju propisuje javni partner. Javni partner koristi programska sredstva, ali ne ostvaruje profit već ostvaruje uštede u troškovima grijanja zbog jeftinijeg energenta.

Pitanje glasi da li se programsko tijelo slaže s ovom aktivnošću te na koji način u budžetu prikazati vrijednost investicije ako planiramo da se dio te investicije pokrije od strane privatnog partnera kojeg ćemo odabrati putem javne nabave. Da li možemo stavku budžeta (pilot kotlovnica) navesti kao 55% ukupne vrijednosti kotlovnice pa se taj dio sufinancira kroz program ili bi bilo bolje da se recimo za sufinanciranje prijavi grupa radova koji se odnose na strojarske instalacije, a privatni partner da financira radove koji se odnose na arhitekturu i elektriку?

A: For information related to 2nd Call for Proposals please read carefully documents published on:
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- GfA, section 2.3.2. Eligibility of Activities with special attention to „Activities outside Programme area“ and related limitations
- Programme rules on eligibility of expenditures, section 4.5.6. Infrastructure and works expenditure
- Programme rules on eligibility of expenditures, section 5.3. Durability of the Operations
- any relevant and applicable national/local regulations regarding the mentioned subject should be respected.

Q: Moj prijatelj je zainteresovan da konkuriše u INTERREG IPA CBC, za oblast kulturnog turizma. Vlasnik je etno sela na jugu Srbije. Želi da razvija kulturni turizam.

Da li može da aplicira u drugom pozivu, pošto je iz Srbije? Takođe, pronašli smo sve informacije u odeljku partner search, hteli bismo da popunimo u potrazi sa partnerima sa sličnim interesovanjima!

A: In order to be eligible for a grant, the applicant/partner must be established in the respecting participating country (Croatia, Bosnia and Herzegovina, Montenegro). Eligibility of applicants (partners), activities and costs are subject of Assessment and selection process (1. Step) described in 2nd Call for Proposals Guidelines for Applicants (section 4.). Therefore, at this stage, we cannot provide information related to any of the eligibility criteria.

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 2.3.1. Eligibility of Applicants (Lead Partner and Project Partners)

Q: Lead Applicant has to registered at least 12 months prior to the deadline for the submission of applications.

The deadline is 20 December 2018 and if I understood this correctly I am not allowed to apply for this call because it's only less than 2 months prior to the deadline. Can you answer me this?

A: According to GfA (Section 2.3.1.), Lead Applicant has to be registered at least 12 months prior to the deadline for the submission of applications in order to be eligible for grant. However, that criterion does not apply to other Project Partners.

Q: Buduci da je trenutno Sveuciliste u Mostaru u procesu integracije i fakulteti vise nisu pravne osobe, ljubazno Vas molim odgovor na pitanje mogu li se u II. Pozivu za dostavu ponuda kao vodeci partner prijaviti samo dva projektana prijedloga ispred cijelog Sveucilista, odnosno blokira li sustav eMS prijavu vise od dva projektana prijedloga gdje je Sveuciliste vodeci partner?

Poznato mi je da ispred jedne pravne osobe projekte mogu dobiti najvise dva vodeca partnera, medjutim može li se prijaviti u eMS vise od dva projektana prijedloga gdje je Sveuciliste vodeci partner a da nakon evaluacije budu izabrana najvise dva prijedloga?

A: According to GfA (2.3.1.), the institution/organization may be selected for funding as a Lead Partner in maximum two (2) Operations (projects) within different Priority Axes. If an institutions/orgnization is selected for funding in more than two (2) Operations (projects), only two (2) best-ranked applications regarding the scores obtained may be founded, whereas other applications may be placed on the reserve list.

That means that more than two (2) applications may be submitted by the same Lead Partner.

Q: Da li sve tri države trebaju biti uključene u implementaciju projekta? Gledala sam Vašu arhivu projekata te sam primijetila da su finansirani projekti u kojima su učestvovala dvije države, npr. Hrvatska i Bosna i Hercegovina?

Da li je nepadno u drugom pozivu imati i treću državu kao partnera?

According to the GfA (Section 2.3.1.), project partnership has to consist of at least two (2) partners from different participating countries out of which one has to be from a Member State. However, Applications that include partners from all three (3) Participating Countries (Croatia, Bosnia and Herzegovina and Montenegro) are highly encouraged, which is reflected in the Quality Assessment Grid (section C1 "Relevance and strategy") in which 4 additional points are directly awarded to the Applications which contain trilateral partnerships.

Q:

1) Sukladno uputama za prijavitelje (Guidelines for Applicants) str.38 je li potrebno dostaviti za svakog partnera i nositelja akt o osnivanju (registration act) i statut? Zbunjujuće je jer sukladno Application manual str.67 potrebno je dostaviti oboje, a u Uputama za prijavitelje str.38 u fusnoti 18 navodi se da ukoliko je institucija osnovana od strane države (public body) mora se predložiti zakon po kojem je osnovana.

2) U kojem obliku se taj zakon predložuje? PDF, link na NN (za HR)? Što je sa BiH i CG? Dodatno je nejasno jer se ovo spominje samo u navedenoj fusnoti. a ne i u Application manualu.

3) Isto tako u Uputama za prijavitelje (Guidelines for Applicants) str.38, fusnota 19 navodi se da umjesto statuta i osnivačkog akta za public body može predložiti samo zakon po kojem je osnovan. Jesu li onda na kraju potrebna dva dokumenta ili jedan?

4) Smatra li se znanstveno istraživačka organizacija da je public body prema Guidelines for Applicants str.38, fusnota 18.

5) Smatra li se i udruga da je public body prema Guidelines for Applicants str.38, fusnota 18.

6) Ukoliko je institucija osnovana isključivo statutom prilažu li se i anexi izmjena ako ih je bilo.

7) Svi osnivački statuti, akti ili zakoni prilažu se na jezicima programskog područja (HR, BIH, CG). Nije potreban prijevod na engleski? Jer se u Guidelines for Applicants str.38 spominje da se ne mora prevoditi, a u Application manualu str.67 se to uopće ne navodi.

8) Isto tako da li se na Partnership preegrement mora stavljati službeni žig institucije, nije nigdje navedeno, Ukoliko da, gdje točno se stavlja žig u odnosu na potpis.

A: Please keep in mind that the document “Application Manual – Instructions How To Fill In The Application” is a tool for preparation for Application, which means that instructions provided in it are for information purposes only. If there are any discrepancies between that document and the Guidelines for Applicants, the information provided in Guidelines for Applicants prevails, therefore, please note that this answers your sub-questions 1), 3) and 7).

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Public bodies referred to in the footnotes 18 and 19 in the GfA (Section 3.2., page 38) are those which are established directly by the relevant and applicable law. As it is stated on page 38 of the GfA, in such cases, it suffices that instead of registration act and statutes (or articles of association/decision on establishment), only a direct reference to the relevant law is provided. The form of that reference is not strictly prescribed by the GfA (sub-question 2).

The registration acts (in accordance with the relevant national law) of each partner (supporting documents that should be annexed to the Application - scanned as PDF and uploaded via eMS) should contain ALL the relevant information concerning the Operation, therefore all relevant amendments to registration acts should be annexed to the Application (sub-question 6).

In the Template of the Partnership Preegrement (page 3), it is stated that only the signature of the legal representative of each Project Partners should be provided (sub-question 8).

Q: Can one or two partners apply for different target groups and final beneficiaries or all three partners need to have the same target groups in their countries? For example, if Montenegro and

Bosnia want to apply for support to vulnerable Roma and Egyptians, can Croatia apply for other target group, example disabled persons?

Is it obligatory for all three partners to apply for same objective (one joint) or maybe two objectives can be reached, by different partners?

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- GfA, section 2.3.2. Eligibility of Activities

Apart from that, please keep in mind that according to the GfA (Section 2.1), Interreg IPA Cross-border Cooperation Programme Croatia-Bosnia and Herzegovina-Montenegro 2014-2020 shall support operations, which deliver direct cross-border impact and benefits for the project partners/ target groups /project area /programme area. The Project should clearly demonstrate the importance of the cross-border approach to the topic addressed and demonstrate that the project overall objective and result could not have been achieved without the involvement of the cross-border partners.

Q: Da li je moguće ugraditi kotlovnica na OIE u školu u sklopu projektne prijave, za zagrijavanje te iste škole koja je u vlasništvu projektnog partnera s time da bi ta kotlovnica zagrijavala i sportsku dvoranu koja je u vlasništvu druge JLS, a koju škola redovito koristi za potrebe svojih učenika i to u 70% radnog vremena navedene sportske dvorane.

Postojeći sustav na lož ulje već funkcionira na taj način, da kotlovnica iz škole grije tu dvoranu, a podjela troška za energent vrši se s obzirom na zabilježenu količinu energije na kalorimetrima.

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B. Budget

Q: Kolika su predviđena minimalna i maksimalna sredstva po projektu za Program prekogranične suradnje Hrvatska-Bosna i Hercegovina-Crna Gora?

A: Any grant requested under 2nd CfP must fall between the following minimum and maximum amount (per each Operation):

Priority Axis	Min (in EUR)	Max (in EUR)
Priority Axis 1	400.000,00	1.000.000,00
Priority Axis 2	500.000,00	2.000.000,00
Priority Axis 3	400.000,00	2.000.000,00
Priority Axis 4	400.000,00	1.500.000,00

More information on financial allocation and sizes of grants is available in Guidelines for Applicants for 2nd CfP, section 1.3. *Financial allocation and sizes of grants*.

Q: Namjeravamo se prijaviti na aktualni natječaj Interreg Hrvatska-Bosna i Hercegovina-Crna Gora s 3 projektna partnera (2 iz Hrvatske, 1 iz Bosne i Hercegovine). Naš projekt namjeravamo prijaviti na Operativnu os 1. Jedan od naših projektnih partnera (nevladina udruga) uprihodio je 82 tisuće eura 2017. godine. Možete li mi pojasniti rečenicu pod 1.3. *Financial allocation and sizes of grants: Each Partner must have a budget of at least 10% of total Operation budget?* Na koji se iznos misli kad se navodi operativni proračun? Shodno tome, može li naš projektni partner biti prihvatljiv projektni partner za aktualni natječaj?

A: *Operation budget* is considered to be a total budget of the project (Operation=Project). It means that each partner must have a budget of at least 10% of total operation. Example, if a total operation budget is 1.000.000,00 EUR, the budget of one Project Partner's budget must be at least 100.000,00 EUR (total).

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Q: Planiramo se prijaviti na PO3 sa Sjemeništem koje se nalazi u Gradu Travniku u BIH.

Naime, Katolička Biskupija je osnivač Sjemeništa, Osnovne škole i Gimnazije. Na projektu bi bili partneri, a Grad Pakrac nositelj. Sjemenište nema zaposlenih, no, djelatnici koji su zaposleni u Osnovnoj školi na 4 sata radili bi na projektu i zaposlili bi ih u Sjemeništu na dodatna 4 sata i imali bi punu satnicu. Je li to dozvoljeno? Mogu li oni kao takvi biti prihvatljivi korisnici?

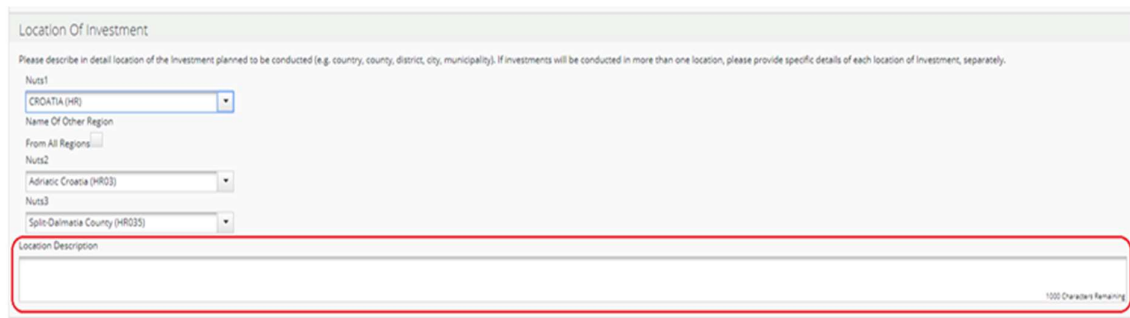
A: According to the GfA (Section 2.3.3.1.) each Project Partner shall include staff costs as a category of expenditure in its respective budget, which means that each Project Partner has to plan at least one (1) person working on the project.

Furhermore, for the details on how staff may be employed in terms of percentage of work (full time/part time), please see the Section 4.5.1. of the document “Programme Rules on Eligibility of Expenditures”, which is available here: http://www.interreg-hr-ba-me2014-2020.eu/wp-content/uploads/Programme-Rules-on-Eligibility-of-Expenditures_HR-BA-ME_v2.01.pdf

C. Application

Q: In Application Manual it is stated that "Only one Workpackage Investment is allowed per Application". Since in eMS there is only one field for definition of the location of the investment, how should we define if we have more investments on different locations, in different countries?

A: If investments will be conducted in more than one location, please provide specific details of each location of investment (e.g. country, county, district, city, municipality) in the Location Description field of the sub-section Location of Investment in the WP Investment. See below:



Location Of Investment

Please describe in detail location of the investment planned to be conducted (e.g. country, county, district, city, municipality). If investments will be conducted in more than one location, please provide specific details of each location of investment, separately.

Nuts1
CROATIA (HR)

Name Of Other Region
From All Regions

Nuts2
Adriatic Croatia (HR03)

Nuts3
Split-Dalmatia County (HR035)

Location Description
1000 Characters Remaining

Q: Could you please be so nice and advice me how to register our NGO on your partner list?

A: You can apply to the 2nd Call for Proposal by filling-in Application Form through Electronic Monitoring System (eMS). Your project partnership has to be clearly defined and described in the Application Form.

There is no requirement to register on any additional partner list.

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<http://www.interreg-hr-ba-me2014-2020.eu/calls-for-proposals/2nd-call-for-proposals/>

Q: Javljam se vezano za IPA projekat. Mi smo iz Bara bavimo se tradicionalnom izgradnjom drvenih barki. Mozete nas kontaktirati na naš telefonski broj?

A: If you wish to find partners for your project, please check our virtual Partner Search Forum:
<http://www.interreg-hr-ba-me2014-2020.eu/partner-search-2nd-call-for-proposals/>

You can either search through the Forum in order to check whether there is any institution/organization interested in implementing similar activities, or you can publish your own expression of interest there.

Implementation