

Interreg IPA Cross-border Cooperation Programme Croatia-Bosnia and Herzegovina-Montenegro 2021-2027

1st Call for Proposals

QUESTIONS & ANSWERS

Ver.10, 19 July 2023

Table of contents

A. Eligibility	3
B. Budget	19
C. Application.....	26
D. Implementation.....	36

A. Eligibility

Q: In the eligibility criteria for applicants/partners it is stated that “private partner (either lead partner or project partner) must have an annual income for the two last closed financial years (cumulatively) in amount at least equal to amount of grant requested (grant size of specific partner, not total project) “. It is further stated that Private partners are "Established by private law, e.g., limited liability companies, shareholding companies 100% owned by the state, regional/local government units, or non-government organizations-NGOs". A clarification on the intended meaning of this definition and the relation to the criterion is needed.

Is it implied that the following entities must fulfil this requirement:

- Limited liability companies and shareholding companies 100% owned by the state,
- Regional/local government units,
- Non-government organizations-NGOs.

Or, is it meant that requirement must be met by limited liability companies and shareholding companies 100% owned by:

- The state,
- Regional/local government units,
- Non-government organizations-NGOs.

A: Programme defines private partners as partners established by private law, e.g. limited liability companies or shareholding companies (which are eligible only if 100% owned by the state and/or regional/local government units) or non-government organizations-NGOs. Regional and local government units are not considered as private partners. Regarding the second part of the question, the requirement must be met by: (1) limited liability companies and shareholding companies (that are 100% owned by the state, regional or local government units) and (2) NGOs.

Q: Is private partner meaning profit-making limited liability company (Ltd.), such as SME, meeting all the requirements (financials, years of business) eligible as a Private Partner joining the Partnership?

In the Key Facts document limited liability companies are stated as eligible (private partner = established by private law, e.g. NGO, limited liability companies or shareholding companies when 100% owned by the state, regional/local government) but then in the document 1st Call for Proposals Guidelines for Applicants under B ELIGIBILITY CRITERIA, B.4. it is stated that all partners have to be non-profit-making legal persons/entities established by the public or private law for the purposes of public interest or specific purpose of meeting the needs of general interest.

So by the criteria in the Eligibility document, only non-profits are eligible, which isn't in line with limited liability companies, such as SME-s.

Could you please clarify the Eligibility criteria in terms of Private Partner? Are only non-profit eligible for this Call?

A: In the 1st Call for Proposals Guidelines for Applicants, in the section 4.3.1. “Eligibility of applicants/partners” it is stated that “Profit-making companies (small, medium and large enterprises) are not eligible, neither as a Lead Partner nor as a Project Partner unless established and 100% owned by state, regional/local government units.”

Therefore, profit-making companies, such as small medium and large enterprises are eligible to participate in the 1st Call for Proposal as a Lead Partner or a Project Partner if they are established and 100% owned by state, regional/local government units.

Q: Da li je Veterinarski fakultet Sveučilišta u Zagrebu ispunjava uvjete za prijavu na 1. poziv natječaja Interreg Hrvatska - BiH - Crna gora, s obzirom da je sjedište ustanove u Zagrebu, a kao projektno područje je navedeno Zagrebačka županija?

A: For information related to 1st Call for Proposals please read carefully documents published on: <https://interreg-hr-ba-me.eu/documents/documents-for-applicants/>

Eligibility of applicants (partners) is subject to assessment and selection process (Step 1 “Admissibility and eligibility check”) described in 1st Call for Proposals Guidelines for Applicants (section 6.1).

Therefore, at this stage, we cannot provide specific information related to eligibility criteria.

Further information concerning your question, however, can be found in the following section of the 1st Call for Proposals Guidelines for Applicants:

- Section 4.3.1. Eligibility of applicants/partners

In general, to be eligible for a grant, the applicant/partner must (among other conditions) be established under the national law in the respective participating country: Croatia, Bosnia and Herzegovina and/or Montenegro (not only in the Programme area part of the respective country).

Q: Are the following activities eligible for funding under the 1st Call for Proposal

1. Construction of solar power plants on buildings

2. Construction of a cultural-educational-tourist center for young people in which workshops and lectures for young people of various character would be held, young tourists from other municipalities/cities/countries would be received for the purpose of developing new cultural services and products

3. I forgot to ask about another project if it is acceptable - the construction of business infrastructure (entrepreneurial zone).

A: For information related to 1st Call for Proposals please read carefully documents published on: <https://interreg-hr-ba-me.eu/documents/documents-for-applicants/>

Eligibility of activities is subject to assessment and selection process (Step 1 “Admissibility and eligibility check”) described in 1st Call for Proposals Guidelines for Applicants (section 6.1).

Therefore, at this stage, we cannot provide specific information related to eligibility criteria.

Further information concerning your question, however, can be found in the following section of the 1st Call for Proposals Guidelines for Applicants:

- Section 4.3.2. Eligibility of activities

Q: We are integrated university with 20+ departments, however with one legal personality. Our departments are organizational units with shared (joint) functions in terms of general administration, management and financing as well as joint technical and administrative staff, and therefore do not have administrative and financial autonomy. Legal representative for all departments is one person (rector) and university has unique tax number (VAT).

Please confirm if the exception: 'In case when faculties within university are not a separate legal entity this limitation is applied to each faculty and not to university' can be applied for the above mentioned university (YES/NO).

Can our organization be selected for funding in a maximum of 5 operations (out of which in a maximum of 3 operations as a Project partner and in a maximum 2 operations as a Lead Partner) or more than 5 operations if above mentioned rule is applicable for our university.

A: Please note that eligibility of applicants/partners is subject to assessment and selection process (Step 1 “Admissibility and eligibility check”) described in 1st Call for Proposals Guidelines for Applicants (section 6.1).

Therefore, at this stage, we cannot provide specific information related to eligibility criteria.

Regarding your question, please refer to the 1st Call for Proposals Guidelines for Applicants, section 4.3.1. “Eligibility of applicants/partners”, in which it is stated that one institution/organization can be selected for funding in a maximum of five (5) operations, out of which in a maximum of three (3) operations as a Project partner and in a maximum of two (2) operations as a Lead Partner. However, if faculties within university are not a separate legal entity, this limitation is applied to each faculty and not to university.

Q: I have a question about the eligibility of partners.

It is stated that „In case when faculties within the university are not a separate legal entity this limitation is applied to each faculty and not to university“ so we would like to clarify it. If there is an integrated university (acting as a legal entity) with departments/faculties (without a legal entity), it means that each department can participate in max five operations (3 as PP and 2 as LP)?

For example, if the university has 5 departments, it could participate in a maximum of 25 project proposals (15 as PP and 10 as LP).

Could you confirm that this is the correct understanding of partner eligibility criteria.

A: Please note that eligibility of applicants/partners is subject to assessment and selection process (Step 1 “Admissibility and eligibility check”) described in 1st Call for Proposals Guidelines for Applicants (section 6.1).

Therefore, at this stage, we cannot provide specific information related to eligibility criteria.

Regarding your question, please refer to the the 1st Call for Proposals Guidelines for Applicants, section 4.3.1. “Eligibility of applicants/partners”, in which it is stated that one institution/organization can be selected for funding in a maximum of five (5) operations, out of which in a maximum of three (3) operations as a Project partner and in a maximum of two (2) operations as a Lead Partner. However, if faculties within university are not a separate legal entity, this limitation is applied to each faculty and not to university.

Q: I would kindly ask you for the confirmation of eligibility criteria related to “Interreg IPA Cross-border Cooperation Programme Croatia-Bosnia and Herzegovina-Montenegro 2021-2027” 1st Call for Proposals.

According to the 1st Call for Proposals Guidelines for Applicants, chapter 4.3.1. Eligibility of applicants/partners, applicants/partners meeting all the 4.3.1. criteria are eligible.

Since it is not explicitly stated, I would like to check whether the applicants/partners meeting all the criteria listed under 4.3.1., whose registered address is within the respective participating country (Croatia, Bosnia and Herzegovina and/or Montenegro) but isn’t within the territories listed under section 2.3. Programme area, are eligible applicants/partners?

A: Please note that eligibility of applicants/partners is subject to assessment and selection process (Step 1 “Admissibility and eligibility check”) described in 1st Call for Proposals Guidelines for Applicants (section 6.1).

Therefore, at this stage, we cannot provide specific information related to eligibility criteria.

Regarding your question, please refer to the the 1st Call for Proposals Guidelines for Applicants, section 4.3.1. “Eligibility of applicants/partners”, in which it is stated that one of the criteria the applicant/partner must meet in order to be eligible for grant is that it has to be established under the national law in the respective participating country (Croatia, Bosnia and Herzegovina, Montenegro).

Q: Related to point 4.3.1. Eligibility of applicants/partners, is an association of parents of children with developmental disabilities acceptable partner?

A: Please note that eligibility of applicants/partners is subject to assessment and selection process (Step 1 “Admissibility and eligibility check”) described in 1st Call for Proposals Guidelines for Applicants (section 6.1).

Therefore, at this stage, we cannot provide specific information related to eligibility criteria.

Regarding your question, please refer to the the 1st Call for Proposals Guidelines for Applicants, section 4.3.1. “Eligibility of applicants/partners”, in which it is stated that the applicant/partner must be a non-profit-making legal person/entity established by a public or a private law for the purposes of public interest or specific purpose of meeting the needs of general interest.

Q: Razmišljamo o prijavi na Interreg VI-A IPA HR-BIH-CG s partnerima iz dotičnih zemalja. Gledam na Vašoj mrežnoj stranici da piše da je u program uključeno samo 12 županija pa nisam siguran da li prijavitelji mogu biti samo iz tih 12 županija ili se mogu javiti i institucije iz ostalih županija, npr. grada Zagreba?

A: Please note that eligibility of applicants/partners is subject to assessment and selection process (Step 1 “Admissibility and eligibility check”) described in 1st Call for Proposals Guidelines for Applicants (section 6.1).

Therefore, at this stage, we cannot provide specific information related to eligibility criteria.

Regarding your question, please refer to the the 1st Call for Proposals Guidelines for Applicants, section 4.3.1. “Eligibility of applicants/partners”, in which it is stated that the applicant/partner must be established under the national law in the respective participating country (Croatia, Bosnia and Herzegovina and/or Montenegro).

Also, please refer to the section 4.3.3. Eligibility of expenditures, in which it is stated that operations have to be located in the Programme area. However, in exceptional cases, MA may accept that all or part of an operation is implemented outside the Programme area when all of the required conditions are met: a) the operation contributes to the Programme objectives; b) justification is provided within the Application.

Q: Healthy City is a non-profit organization planning the application as a project partner.

We have a question regarding financial eligibility. For the balance sheet and profit and loss account, these documents are only needed to check annual income for the two last closed financial years, or are other values in these documents also going into the partner eligibility checking process?

A: Please note that eligibility of applicants/partners is subject to assessment and selection process (Step 1 “Admissibility and eligibility check”) described in 1st Call for Proposals Guidelines for Applicants (section 6.1).

Therefore, at this stage, we cannot provide specific information related to eligibility criteria.

Regarding your question, please refer to the 1st Call for Proposals Guidelines for Applicants, section 4.3.1. “Eligibility of applicants/partners” and 5.2. “How to send the applications”. Balance sheet and profit and loss account are documents (among others, as stated in Guidelines for Applicants) that will be used to determine the financial capacity of private partner to implement the operation (if selected for funding), therefore various data from those documents can be analysed during the assessment process.

Q: Zanima nas koja je potrebna dokumentacija za provedbu aktivnosti na lokacijama koje su u državnom vlasništvu. Da li je dovoljna suglasnost nadležnog tijela za korištenje lokacija. Naime radi se o postavljanju opreme i objekata za koje nije potrebna građevinska dozvola, glavni projekt itd.

A: For information related to 1st Call for Proposals please read carefully documents published on: <https://interreg-hr-ba-me.eu/documents/documents-for-applicants/>

Eligibility of activities is subject to assessment and selection process (Step 1 “Admissibility and eligibility check”) described in 1st Call for Proposals Guidelines for Applicants (section 6.1).

Therefore, at this stage, we cannot provide specific information related to eligibility criteria.

Further information concerning your question, however, can be found in Programme Manual on Eligibility, section 4.5.5. “Equipment costs” (4.5.5.1. General principles) in which it is stated that:

- Ownership of the equipment, to be retained by the PP and/or relevant target group/stakeholders which will be in charge of the purchased equipment after operation closure should be described within the Application;

- Transfer of ownership (if applicable) has to be implemented in line with applicable national rules, i.e. the procedure related to transfer of ownership of the equipment must be clearly traced during operation implementation (e.g. evidenced in accounting records of involved partners/target groups as fixed assets or in inventory registers) as this may be subject of verification by Programme bodies. Please note that the purchased equipment has to be used for purposes of public interest (or specific purpose of meeting the needs of general interest) if transferred to a relevant target group.

Therefore, the ownership of the equipment (and the transfer of ownership, if applicable) and the location of the installed equipment need to be indicated in the application in Jems (no additional documentation needs to be submitted).

Q: Da li imaju pravo ucesca u projektima registrovani Poljoprivredni proizvođjaci?

A: Please note that eligibility of applicants/partners is subject to assessment and selection process (Step 1 “Admissibility and eligibility check”) described in 1st Call for Proposals Guidelines for Applicants (section 6.1).

Therefore, at this stage, we cannot provide specific information related to eligibility criteria.

Regarding your question, please refer to the the 1st Call for Proposals Guidelines for Applicants, section 4.3.1. “Eligibility of applicants/partners”, in which it is stated that one of the criteria the applicant/partner must meet in order to be eligible for grant is that it has to be a non-profit-making legal person/entity established by a public or a private law for the purposes of public interest or specific purpose of meeting the needs of general interest.

Q: molimo vas informaciju vezano za de minimis. Naime, potencijalni prijavitelj je Komunalno poduzeće (d.o.o.) koje već ima iskorišteni de minimis za plaće/zapošljavanja te nema više prostora u ovoj godini. Kako je u uputama za prijavitelje navedeno na stranici 32. i 33. potrebno je navesti sav

iskorišteni de minimis, u tome slučaju - znači li da komunalno poduzeće ne može biti prihvatljivi projektni partner?

A: Please note that eligibility of applicants/partners, and therefore State aid and De minimis, is subject to assessment and selection process (Step 1 “Admissibility and eligibility check”) described in 1st Call for Proposals Guidelines for Applicants (section 6.1).

Therefore, at this stage, we cannot provide specific information related to eligibility criteria.

Regarding your question, please refer to the 1st Call for Proposals Guidelines for Applicants, in which it is stated that in order to consider state aid as an economic undertaking that is seen as distorting or threatening to distort competition in the internal market, all the stated criteria need to be present (please refer to section 4.4. State aid and De minimis). In case where all the stated criteria are present, the De Minimis Regulation defines a ceiling under which the aid has a negligible impact on trade and competition.

Also, please refer to the Programme manual on eligibility, section 6.3.1. Operation state aid rules, in which it is stated that during the negotiation phase, the operation may undergo a “state aid assessment” by MA/JS to identify state aid relevance of the project on the level of each PP. Should the assessment lead to the result that the project is state aid relevant, the Programme might ask the PPs to exclude certain activities from the project proposal or to take other measures instead, as this could easily remove state aid relevance (e.g., by asking the PPs to disseminate project results widely). Also, in case certain activities are State aid relevant, the EU contribution may be decreased.

The De Minimis Regulation defines a ceiling under which the aid has a negligible impact on trade and competition. The maximum amount of aid granted to a single recipient should not exceed 200,000 EUR over a period of three fiscal years. This ceiling takes into account all public assistance given as de minimis funding for the current and previous two fiscal years which can take various forms (grants, loans, subsidised contracts, etc.). Therefore, de-minimis aid is acceptable under this Programme taking into account the set limits.

In general, public assistance granted to a legal person/entity as de minimis funding is not relevant for assesment of eligibility of applicants/partners.

Q: I am contacting you regarding a question following an open call Interreg Croatia-Bosnia-Montenegro. The question is: lead partner would be a non-for-profit organization established in 2017 in the City of Zagreb. Earlier this year we have opened a branch office/subsidiary in the Croatian region eligible for this open call. Is this non-for-profit organization therefore an eligible partner, since it was basically established in 2017?

A: For information related to 1st Call for Proposals please read carefully documents published on: <https://interreg-hr-ba-me.eu/documents/documents-for-applicants/>

Eligibility of applicants (partners) is subject to assessment and selection process (Step 1 “Admissibility and eligibility check”) described in 1st Call for Proposals Guidelines for Applicants (section 6.1).

Therefore, at this stage, we cannot provide specific information related to eligibility criteria.

Further information concerning your question, however, can be found in the following section of the 1st Call for Proposals Guidelines for Applicants:

- Section 4.3.1. Eligibility of applicants/partners

In general, to be eligible for a grant, the applicant/partner must (among other conditions) be established under the national law in the respective participating country: Croatia, Bosnia and Herzegovina and/or Montenegro (not only in the Programme area part of the respective country).

Q: Ovim putem bih htjela provjeriti informaciju vezanu uz prihvatljivost partnera. Is NGO established in the City of Zagreb acceptable as a project partner? Unaprijed se zahvaljujem.

A: For information related to 1st Call for Proposals please read carefully documents published on: <https://interreg-hr-ba-me.eu/documents/documents-for-applicants/>

Eligibility of applicants (partners) is subject to assessment and selection process (Step 1 “Admissibility and eligibility check”) described in 1st Call for Proposals Guidelines for Applicants (section 6.1).

Therefore, at this stage, we cannot provide specific information related to eligibility criteria.

Further information concerning your question, however, can be found in the following section of the 1st Call for Proposals Guidelines for Applicants:

- Section 4.3.1. Eligibility of applicants/partners

In general, to be eligible for a grant, the applicant/partner must (among other conditions) be established under the national law in the respective participating country: Croatia, Bosnia and Herzegovina and/or Montenegro (not only in the Programme area part of the respective country).

Q: We have questions regarding the INTERREG VI competition IPA CROATIA-BOSNIA AND HERZEGOVINA-MONTENEGRO 2021 - 2027; 1st Call for Proposals

Can You, please, clarify are the following activities eligible for funding under the 1st Call for Proposal

1. We intend to build a Camping and glamping Camp on municipality owned land. Is this eligible investment and do we only need proof of ownership or long-term lease (10 years) of the land ?

2. We intend to reconstruct and adopt a small building that will be Tourist and educational center. That building is owned by members of the Association (NGO) which is a PP. What kind of documentation we need to prove the ownership over the land and building, and any other documentation to make sure that this investment is suitable and eligible for the project ?

A: For information related to 1st Call for Proposals please read carefully documents published on: <https://interreg-hr-ba-me.eu/documents/documents-for-applicants/>

Eligibility of activities is subject to assessment and selection process (Step 1 “Admissibility and eligibility check”) described in 1st Call for Proposals Guidelines for Applicants (section 6.1).

Therefore, at this stage, we cannot provide specific information related to eligibility criteria.

Further information concerning your question, however, can be found in the following section of the 1st Call for Proposals Guidelines for Applicants:

- Section 4.3.2. Eligibility of activities

Also, please refer to the Programme manual on eligibility, section 4.5.6. Costs of infrastructure and works (4.5.6.1. General principles) in which it is stated that the land and/or buildings where the works will be carried out must be in the ownership of the beneficiary or long-term legally binding arrangement has to exist (at least 5 years after the final payment to the beneficiary).

Furthermore, for operation activities that include infrastructure and works, the following documents will be required prior to signature of the Subsidy Contract:

- 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: 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.

Q: Our organization submitted an incorrect Financial Report for 2022 to the Financial Agency.

There was an error recently noticed in bookkeeping, made by the bookkeeping department. According to the Bookkeeping Act, the error was promptly corrected.

Accounting has therefore issued a new, accurate Financial Report for 2022. The problem is, the corrected Financial Report can be uploaded in the system only next year during submitting the Financial Report for 2023.

According to the instructions of the Ministry of Finance, the new Financial Statement for 2022 can be corrected in the system of the Financial Agency next year during submitting the Financial Report for 2023.

Regarding the new 1st Call for Proposals of IPA HR-BH-CG, we are planning to send the corrected Financial Report along with the project application. With the Financial Report, we will submit the notes on why the Financial Report is corrected, and the mail that was sent by the Ministry of Finance that explains why and when the correction can be made in the system.

Will the sent documentation for the Financial relevance check be relevant for the eligibility check, or the Managing Authority finds only the document that is in the system relevant for the eligibility check?

A: Eligibility of applicants (partners), and therefore the documentation provided, is subject to assessment and selection process (Step 1 “Admissibility and eligibility check”) described in 1st Call for Proposals Guidelines for Applicants (section 6.1).

Therefore, at this stage, we cannot provide specific information related to eligibility criteria.

Please note that during assessment process clarifications regarding Application will be requested from the Lead Applicant only when the information provided within the Application is unclear or missing and thus prevents JS/SC from conducting an objective assessment. If any of the requested information is missing or is incorrect, the Application may be rejected on that sole basis and the Application will not be evaluated further.

Q: according to 1st Call for Proposal Guidelines for Applicants we have 2 questions; about chapter 4.4.2. De Minimis (GfA) and template 1. Lead partner Statement_1st CfP HR-BA-ME. In mentioned template it states that previous three fiscal years start with this year (2023) but in the table, below that statement, offered years are 2022, 2021, 2020 so our question is does the year 2023 enters the required fiscal years?

Second question is related to the very concept of de minimis support, what does it implies? As an example, for Croatian partners, are the Co-financing contract for the implementation of projects financed from EU funds (given from the Ministry Ministry of Regional Development and EU Funds of Republic of Croatia) and contract for the use of the Ministry's funds as part of the CfP for programs of public needs in culture (given from the Ministry of Culture and Media of Republic of Croatia) understood as de minimis support?

A: Regarding the first part of the question, please provide data for de minimis aid received as stated in table on page 4 of Lead Partner Statement (2022, 2021, 2020).

Regarding the second part of your question, please refer to the 1st Call for Proposals Guidelines for Applicants (GfA, section 4.4. State aid and De minimis), in which it is stated that in order to consider state aid as an economic undertaking that is seen as distorting or threatening to distort competition in the internal market, all the stated criteria need to be present.

In case where all the stated criteria are present, the De Minimis Regulation defines a ceiling under which the aid has a negligible impact on trade and competition. The maximum amount of aid granted to a single recipient should not exceed 200,000 EUR over a period of three fiscal years. This ceiling takes into account all public assistance given as de minimis funding which can take various forms (grants, loans, subsidised contracts, etc.).

Therefore, in order to determine whether a received grant is considered as a de minimis aid, you should first determine whether such grant was considered as a state aid (only in case when all four criteria from GfA, section 4.4.1. State Aid were met) and then calculate the amount of received aid.

Q: I hope this e-mail finds you well. I am writing to you regarding the 1st Call for proposals, or more precisely regarding the investments rules. As a project partner, we are planning investments on two sites, which are not owned by our organization/institution. However, we will be in charge of the project implementation. The owner of both sites is our municipality and both will be managed by the municipality or a public institution founded by the municipality. My question is whether this represents an obstacle and whether it conflicts the investment rules?

A: For information related to 1st Call for Proposals please read carefully documents published on: <https://interreg-hr-ba-me.eu/documents/documents-for-applicants/>

Eligibility of activities is subject to assessment and selection process (Step 1 “Admissibility and eligibility check”) described in 1st Call for Proposals Guidelines for Applicants (section 6.1).

Therefore, at this stage, we cannot provide specific information related to eligibility criteria.

Further information concerning your question, however, can be found in the following section of the 1st Call for Proposals Guidelines for Applicants:

- Section 4.3.3. Eligibility of expenditures

Also, please refer to the Programme manual on eligibility, section 4.5.6. Costs of infrastructure and works (4.5.6.1. General principles) in which it is stated that the land and/or buildings where the works will be carried out must be in the ownership of the beneficiary or long-term legally binding arrangement has to exist (at least 5 years after the final payment to the beneficiary).

Furthermore, for operation activities that include infrastructure and works, the following documents will be required prior to signature of the Subsidy Contract:

- 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: 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.

Q: We have a question related to the acceptability of a project partner. Is a religious community acceptable as a project partner, given the fact Article 6 of the Act on the Legal Status of Religious Communities, paragraph 3, states that religious communities, their organizational forms and communities of religious communities are non-profit legal entities?

A: Please note that eligibility of applicants/partners is subject to assessment and selection process (Step 1 “Admissibility and eligibility check”) described in 1st Call for Proposals Guidelines for Applicants (section 6.1).

Therefore, at this stage, we cannot provide specific information related to eligibility criteria.

Regarding your question, please refer to the the 1st Call for Proposals Guidelines for Applicants, section 4.3.1. “Eligibility of applicants/partners”, in which it is stated that the applicant/partner must be a non-profit-making legal person/entity established by a public or a private law for the purposes of public interest or specific purpose of meeting the needs of general interest.

Q: As a partner, we are working on a project proposal. Before we go further, we want to check our eligibility.

We are Institution for Adult Education based in Zagreb. All project activities we as a Partner organization plan to do will be done in the Programme region. Article 13th of our statute also marks that profit is reinvested and not distributed to owners.

Can you please confirm that we are eligible as a partner?

A: Please note that eligibility of applicants/partners is subject to assessment and selection process (Step 1 “Admissibility and eligibility check”) described in 1st Call for Proposals Guidelines for Applicants (section 6.1).

Therefore, at this stage, we cannot provide specific information related to eligibility criteria.

Regarding your question, please refer to the the 1st Call for Proposals Guidelines for Applicants, section 4.3.1. “Eligibility of applicants/partners”, in which it is stated, among others, that the applicant/partner must be a non-profit-making legal person/entity established by a public or a private law for the purposes of public interest or specific purpose of meeting the needs of general interest (profit-making companies are not eligible, neither as a Lead Partner nor as a Project Partner unless established and 100% owned by state, regional/local government units).

Q: According the open 1st Call for Proposals within Interreg IPA Cross-border Cooperation Programme Croatia-Bosnia and Herzegovina-Montenegro 2014-2020, I have one question.

Does the Applicant from Croatia (LP or PP) must be from 12 counties specified through Program area, or it is enough that the project activities are carried out in those counties and that the results of those activities are related to the counties?

A: Eligibility of applicants (partners) is subject to assessment and selection process (Step 1 “Admissibility and eligibility check”) described in 1st Call for Proposals Guidelines for Applicants (section 6.1).

Therefore, at this stage, we cannot provide specific information related to eligibility criteria.

Further information concerning your question, however, can be found in the following section of the 1st Call for Proposals Guidelines for Applicants:

- Section 4.3.1. Eligibility of applicants/partners

In general, to be eligible for a grant, the applicant/partner must (among other conditions) be established under the national law in the respective participating country: Croatia, Bosnia and Herzegovina and/or Montenegro (not only in the Programme area part of the respective participating country).

Q: Please let me know does the subject, such as distribution system operator, the state company (100% ownership of the state), which acts on the market but in order to achieve the public interest, could be eligible applicant. Also, another I have another question, is the involvement of the subjects from all three countries (Croatia, Bosnia and Herzegovina and Montenegro) obligatory, or it is enough to have two of them.

A: Please note that eligibility of applicants/partners is subject to assessment and selection process (Step 1 “Admissibility and eligibility check”) described in 1st Call for Proposals Guidelines for Applicants (section 6.1).

Therefore, at this stage, we cannot provide specific information related to eligibility criteria.

Regarding your questions, please refer to the the 1st Call for Proposals Guidelines for Applicants, section 4.3.1. “Eligibility of applicants/partners”, in which it is stated, among others, that the applicant/partner must be a non-profit-making legal person/entity established by a public or a private law for the purposes of public interest or specific purpose of meeting the needs of general interest (profit-making companies are not eligible, neither as a Lead Partner nor as a Project Partner unless established and 100% owned by state, regional/local government units).

Furthermore, it is stated that Partnership must consist of at least two (2) partners from different participating countries out of which one must be from Member State (Croatia). Therefore, trilateral partnerships are not obligatory, but are strongly encouraged.

Q: molim vas ako mi možete dati informaciju vezan uz prijavu na Interreg CR-BiH-CG IPA VI-A .

Ukoliko su samo dvije zemlje uključene projekt, HR i BiH da li je propisano iz koje zemlje mora biti Nositelj projekta ? ili je svejedno.

A: In the the 1st Call for Proposals Guidelines for Applicants, section 4.3.1. “Eligibility of applicants/partners”, it is stated that Partnership must consist of at least two (2) partners from different participating countries out of which one must be from Member State (Croatia). Furthermore, it is stated that each project partner (including Lead Partner) has to be established under the national law in one of the participating country (Croatia, Bosnia and Herzegovina and/or Montenegro). Therefore, Lead Partner has to be established in one of the three abovementioned participating countries.

Q: Public enterprise for national parks of Montenegro is in the procedure of preparing project proposals for the call Interreg IPA CBC Croatia - Bosnia and Herzegovina- Montenegro. As part of the project activities we have the adaptation of existing buildings (visitor center and mountaineering home). We are aware that we need to prepare the documentation required for the construction work, and finance it, prior to the submission of the project proposal. As this is adaptation of the building (reconstruction, furnishing), we need to do 3 steps - first estimate of expenses, then conceptual solution for construction and then the main project. (We are checking if the main project

is needed for the adaptation or by local law we just need conceptual solution for construction). Our questions are:

- For adaptation of a building will it be enough to submit just estimate of expenses, that would give us how much the costs of the work will be - this is done by the architect of course? This will include that we finance and obtain the rest of the documentation ASAP, provide the estimated dates to complete the documentation and those dates would be after the signature of the contract in case the project passes?

- Same as above but if we just go to conceptual solution for construction and provide the final project (if needed) after the signature?

Please note that documentation for the land ownership and thus permit for construction is already resolved.

A: For information related to 1st Call for Proposals please read carefully documents published on: <https://interreg-hr-ba-me.eu/documents/documents-for-applicants/>

Eligibility of activities is subject to assessment and selection process (Step 1 “Admissibility and eligibility check”) described in 1st Call for Proposals Guidelines for Applicants (section 6.1).

Therefore, at this stage, we cannot provide specific information related to eligibility criteria.

Also, please refer to the Programme manual on eligibility, section 4.5.6. Costs of infrastructure and works. For operation activities that include infrastructure and works, the following documents will be required prior to signature of the Subsidy Contract (not at the time of project proposal submission):

- 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: 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.

Therefore, all documentation required by national legislation for a certain type of infrastructure or works must be available before signing the subsidy contract.

Q: We have a question related to participation in the project as a partner. Namely, the project partners are registered as a representative body (of the Croatian people in Montenegro). They have participated in EU projects so far, but we would like to confirm with certainty whether they are acceptable partners in this Call. In the attachment, we submit their documentation on establishment.

A: Eligibility of applicants (partners) is subject to assessment and selection process (Step 1 “Admissibility and eligibility check”) described in 1st Call for Proposals Guidelines for Applicants (section 6.1).

Therefore, at this stage, we cannot provide specific information related to eligibility criteria.

Further information concerning your question, however, can be found in the following section of the 1st Call for Proposals Guidelines for Applicants: Section 4.3.1. Eligibility of applicants/partners (please note that political parties/organizations are not eligible, neither as a Lead Partner nor as a Project Partner).

Q: Molim vas za informaciju da li se možemo kvalificirati kao partneri na pozivu Interreg HR-BIH-CG kao d.o.o. u smislu zadovoljavanja financijske sposobnosti. Naime, Dinaric hub d.o.o., OIB: 90207305274 kao mikropoduzetnik nema poreznih dugova, likvidan je, nije u nikakvom postupku i uredno isplaćuje plaće zaposlenicima. Međutim, prošle godine nam je bilanca bila iskazana sa 20 000 kuna rashoda više od ukupnih prihoda.

A: Please note that eligibility of applicants/partners is subject to assessment and selection process (Step 1 “Admissibility and eligibility check”) described in 1st Call for Proposals Guidelines for Applicants (section 6.1).

Therefore, at this stage, we cannot provide specific information related to eligibility criteria.

Further information concerning your question, however, can be found in 1st Call for Proposals Guidelines for Applicants, section 4.3.1. “Eligibility of applicants/partners”, in which it is stated that one of the criteria the applicant/partner must meet in order to be eligible for grant is that it has to be a non-profit-making legal person/entity established by a public or a private law for the purposes of public interest or specific purpose of meeting the needs of general interest (profit-making companies are not eligible, neither as a Lead Partner nor as a Project Partner unless established and 100% owned by state, regional/local government units).

Q: Sukladno 1. Pozivu na dostavu projektnih prijedloga u okviru Interreg VI-A IPA Programa Hrvatska-Bosna i Hercegovina- Crna Gora 2021.-2027. potrebno je ispuniti navedeni obrazac 1. Lead Partner Statement_1st CfP HR-BA-ME u kojem treba navesti dobivene De-minimis potpore u zadnje tri fiskalne godine. S obzirom da smo mi komunalno poduzeće (d.o.o.) koje nije na tržištu i ne postoji nikakav utjecaj na trgovinu ali smo iskoristili maksimalni iznos De-minimis potpora, stoga nas zanima konkretno možemo li se prijaviti na navedeni Poziv?

A: Please note that eligibility of applicants/partners is subject to assessment and selection process (Step 1 “Admissibility and eligibility check”) described in 1st Call for Proposals Guidelines for Applicants (section 6.1).

Therefore, at this stage, we cannot provide specific information related to eligibility criteria.

Further information concerning your question, however, can be found in 1st Call for Proposals Guidelines for Applicants, sections 4.4.1. State Aid and 4.4.2. De Minimis. State Aid is usually understood to be the aid given to an economic undertaking that is seen as distorting or threatening to distort competition in the internal market. All applicants are obliged to declare the State aid relevance in LP Statement and PP Statement/s in order to assess whether the operation activities represent State Aid. The De Minimis Regulation defines a ceiling under which the (state) aid has a negligible impact on trade and competition.

Q: Molila bih Vas kratku informaciju vezano uz mogućnost prijave na Interreg IPA Hrvatska - Bosna i Hercegovina - Crna Gora. Naime, naš ronilački klub već se dugo vrijeme bavi akcijama čišćenja podmorja i u sklopu toga smo krenuli razvijati aplikaciju za prijavu smeća te razmatramo mogućnost prijave projekta na poziv koji je trenutno otvoren (naravno, uz projektne partnere iz ostalih zemalja). Međutim, klub je službeno registriran u Zagrebu (iako je lokacija gdje bi se projekt provodio Jadran). Pa bih Vas iz tog razloga molila za obrazloženje slijedeće tvrdnje u dokumentaciji programa:

According to Article 37(1) of Interreg Regulation, the MA may accept that all or part of an operation is implemented outside the Programme area when the following conditions are satisfied:

- a) the operation contributes to the Programme objectives;
- b) justification is provided within the Application.

Znači li to da uz dobro obrazloženje postoji mogućnost da nam se projekt odobri, iako klub nije registriran na području koje je dio programa?

A: Regarding your question, please refer to the 1st Call for Proposals Guidelines for Applicants, section 4.3.1. "Eligibility of applicants/partners", in which it is stated that one of the criteria the applicant/partner must meet in order to be eligible for grant is that it has to be established under the national law in the respective participating country (Croatia, Bosnia and Herzegovina and/or Montenegro). Therefore, only implementation of the activities is limited to Programme area. As indicated in the question, some operation may be carried out beyond the Programme area with Managing Authority approval, in accordance with Article 37(1) of the Interreg Regulation.

Q: I am writing to you regarding the Interreg VI-A IPA Programme Croatia – Bosnia and Herzegovina – Montenegro 2021-2027, in the framework of the European Territorial Cooperation call. My question is whether or not Brcko District is included in the selected areas as I do not see it named in the document but on the Map of Geographical structure of the Programme area it is colored yellow meaning that it is included?

A: As stated in the 1st Call for Proposals Guidelines for Applicants, section 2.3. "Programme area", Brcko District is included in Programme area.

Q: Imam upit vezan uz prihvatljivost partnera. Vodeći partner u projektu je općinsko komunalno poduzeće (d.o.o.). Nisam sigurna u koju kategoriju (type of partner) spada, kao i je li pravni status privatni ili javni. Komunalno poduzeće je u 100% vlasništvu općine. Drugo, ukoliko je pravni status privatni, možete li objasniti na što se točno odnosi aneks „reference letter from the bank“?

A: Regarding your question, please refer to the the 1st Call for Proposals Guidelines for Applicants, section 4.3.1. "Eligibility of applicants/partners", in which are stated all criteria the applicant/partner must meet in order to be eligible for grant. Private partners are established by private law, e.g., limited liability companies, shareholding companies 100% owned by the state, regional/local government units, or non-government organizations-NGOs. Public partners are established by a public law (e.g. region, county, district, municipality, city/town, ministry, etc.).

Regarding the second part of the question, please refer to the the 1st Call for Proposals Guidelines for Applicants (GfA), section 5.2. "How to send the applications". Please note that private partners have to deliver (upload in Jems) a reference letter from the bank (free form, template is not provided within

GfA) where the private applicant holds an account (the letter should state that the institution is a customer, the duration of the banking relationship and confirm that the customer, up to date, has met its commitments and made bank transactions regularly thus concluding that the customer is favourably known because it has adequate solvency requirements).

Q: We kindly ask you to advise on the following situation related to administrative part of the proposal submission. One of the project partners in the consortium changed its official name during the project preparation phase. The partnership statement and pre-partnership agreement have already been signed previously by that partner when the old name was still applicable. The new name started to be effective from 15.07., while the documents were signed 10 days earlier. Can you advise on what supporting documents to submit? The old statute/registration act or the new one? Should we also re-sign the partnership statement and the pre-partnership agreement? The signatory remained the same.

A: Regarding your question, please note that all supporting documents (including Partnership pre-agreement) must be signed by legally authorized representative of the lead partner / project partner (in accordance with the valid registration act / statute of an institution) and in accordance with relevant national legislation. Therefore, valid registration act / statute as well as Partnership pre-agreement with correct data should be uploaded.

Q: Molim vas informaciju da li jedan od partnera u konzorciju može biti udruga koja ima sjedište u Zagrebu, obzirom da Grad Zagreb nije u geografskom obuhvatu? Pilot područja gdje bi se provodile aktivnosti jesu u obuhvatu. Npr. projekt bi se provodio na području Velike Gorice s hrvatske strane.

A: Regarding your question, please refer to the 1st Call for Proposals Guidelines for Applicants, section 4.3.1. "Eligibility of applicants/partners", in which is stated that one of the criteria the applicant/partner must meet in order to be eligible for grant is that it has to be established under the national law in the respective participating country (Croatia, Bosnia and Herzegovina and/or Montenegro – entire territory, not only in the Programme area part of the respective participating country). Therefore, only implementation of the activities is limited to Programme area.

B. Budget

Q: According to 1st Call for Proposal Guidelines for Applicants we have a question about financing of design and technical documentation. Is it possible to finance design and technical documentation under point external expertise and service costs? Is it necessary that design and technical documentation is already prepared before sending application or it is acceptable that documentation is done until signing the contract?

A: Design and technical documentation should be financed under cost category External expertise and service costs.

Please note that at the level of one PP, project documentation related to works and execution of those works cannot be planned and financed within the same operation.

For operation activities that include infrastructure and works, the following documents will be required prior to signature of the Subsidy Contract (not at the time of submission of project proposal):

- legal documents specifying any legal right under the real-estate law concerning the land and/or buildings where the works will be carried out, e.g. 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: project design, legal permits and all necessary legal authorizations, environmental impact assessments, etc.).

Please note that if investment documentation or part of documentation is already available, you should attach them to application form in Jems, under application annexes section > Investment documentation. Otherwise you should indicate in application when do you expect investment documentation will be available.

Q: We have a question regarding the INTERREG VI competition IPA CROATIA-BOSNIA AND HERZEGOVINA-MONTENEGRO 2021 - 2027; 1st Call for Proposals Guidelines for Applicants. Can You please clarify the minimum and maximum amount of financial support for the specific objective 1.3. Enhancing sustainable growth and competitiveness of SMEs and job creation in SMEs, including by productive investments, since we do not find this information in the table containing the amounts for all other specific goals.

A: Specific objective 1.3. Enhancing sustainable growth and competitiveness of SMEs and job creation in SMEs, including by productive investments is not included in the 1st Call for Proposals which is published for standard (regular) projects only. Within the PA1, SO 1.3. Programme established a Small Project Fund (SPF). Support to small projects under SPF will be organised as defined in the Article 2(10) of the CPR and Article 25 of the Interreg Regulation. The final recipients within a SPF shall receive support from the Programme through the SPF beneficiary and implement the small projects within that SPF. The first call for proposals under SPF is expected at the beginning of 2024.

Q: We have a question regarding the cost category - travel and accomodation given under section 4.5.3. of Programme manual on eligibility.

The section is stating "Travel and accommodation costs refer to the expenditure on travel and accommodation of the staff of the beneficiary organization for missions necessary for the implementation of the operation."

Can you please explain if this means that accommodation and travel costs are acceptable only for project partners or are they acceptable for target groups as well? (we are planning study trip for the target group among others)

A: In the Programme Manual on Eligibility, section 4.5.3. "Travel and accommodation costs", it is stated that travel and accommodation costs refer to the expenditure on travel and accommodation of the staff of the beneficiary organization for missions necessary for the implementation of the operation. Furthermore, travel and accommodation costs of external experts and service providers (including

speakers, chairpersons, teachers, stakeholders, etc.) contributing to the operation cannot be included under the “Travel and accommodation cost” budget category; they must be planned and reported as external expertise and services costs.

Q: QUESTION 1. – equipment

We have 2 questions related to the purchase of equipment, which are important to us at this stage because of the amount that we will calculate in the budget.

1. What are the valid rules of origin for equipment, i.e. is the condition that the origin of the equipment is from the EU above a certain amount/threshold?

2. The invitation envisages the possibility of acquiring used equipment, since we have not had a similar experience with it so far, please provide additional clarification. Are there any other restrictions on the acquisition of used equipment, other than the fact that it was not previously acquired from EU funds? When announcing the tender, will it be possible to emphasize that only new or used equipment is required?

A: 1. Please note that these questions concern the implementation of the projects and are not related to the provisions of the 1st Call for Proposals. Provisions related to implementation rules and therefore the rules of origin of the equipment will be defined within the Project implementation manual which will be available for projects when they start with the implementation.

2. Regarding the question related to the used equipment, please refer to section 4.5.5. Equipment costs, 4.5.5.1. General principles of the document Programme manual on eligibility that is available on the Program website (<https://interreg-hr-ba-me.eu/documents/programme-documents/>), in which it is stated that costs for the purchase of second-hand equipment may be eligible if the following conditions are respected: m. no other assistance has been received for it from the EU funds (i.e. no double funding is permissible); n. its price does not exceed the generally accepted price on the market in question; o. it has the technical characteristics necessary for the operation and complies with applicable norms and standards. For the second part of the question (regarding the tender documentation for public procurement of secondhand equipment), please note that public procurement rules will be defined within the Project implementation manual which will be available for projects when they start with the implementation.

QUESTION 2. – infrastructure

At the presentation, you mentioned that in the case of infrastructure works, the building permit or the land must be owned or leased by the "project partner", since we are a county public institution, is it possible that the ownership or long-term lease does not belong to us as the project partner, but to another county public institution that would not be a partner but an end user?

A: For projects involving infrastructure, 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, will be required in addition, prior to Subsidy Contract signature.

Also, bear in mind that investments made by an operation should remain in place after project closure, and they should continue to benefit the Programme area. After the closure of the operation, certain requirements regarding ownership and durability of investments must be fulfilled, and specific rules apply for PPs declaring costs related to productive investments and investments in infrastructure.

In line with Article 65(1) of CPR, an operation comprising investment in infrastructure or productive investment shall repay the EU contribution if, within five years of the final payment to the LP or within the period of time set out in State aid rules, where applicable, that operation is subject to any of the following: a. a cessation or transfer of a productive activity outside the NUTS 2/Programme area level which received support; b. a change in ownership of an item of infrastructure which gives to a firm or a public body an undue advantage; c. a substantial change affecting its nature, objectives or implementation conditions which would result in undermining its original objectives.

Q: please clarify should we classify equipment costs (medical devices) as "investments"? If yes, do we list them in C.4. in the work packages in the category "Investments" and in "activities" or only in one of them?

A: Regarding the specific cost category under which an investment should be planned, please refer to the Programme manual on eligibility, section 4.5. Eligible cost categories (where eligible cost categories are defined). Section 4.5.6. defines costs of infrastructure and works (Infrastructure and works cost category covers costs related to investments in infrastructure that do not fall into the scope of other cost categories). These investments may either refer to an object (e.g. a building) that will be set up ex-novo or to the adaptation of an already existing infrastructure. In general, investment costs may be planned as a small-scale infrastructure and/or equipment costs.

Please note that the investment part of WP(s) is not mandatory. Investment is to be filled in by the applicants only if the project foresees investment(s) and only in relevant WP(s).

If the project partner foresees investment in the project application, equipment costs related to the investment should be described in the investment part of the relevant WP(s).

Q: Ljubazno vas molimo za pomoć i odgovor na sljedeće pitanje. Kroz projektni prijedlog planirano izgradnju infrastrukture, te nas zanima je li prihvatljiv trošak izrade projektno-tehničke dokumentacije za istu tu infrastrukturu? Trošak projektno-tehničke dokumentacije nastao je nakon 1.1.2023. godine? Također, zanima nas je li prihvatljiv trošak izrade projektno-tehničke dokumentacije za infrastrukturu koja bi se gradila nekada u budućnosti? (pod uvjetom da se odnosi na iste ciljeve poziva).

A: Please note that at the level of one project partner, project documentation related to works and execution of those works cannot be planned and financed within the same operation. Therefore, either project documentation for works or those infrastructure works can be financed under one project.

For operation activities that include infrastructure and works, the following documents will be required prior to signature of the Subsidy Contract (not at the time of submission of project proposal):

- legal documents specifying any legal right under the real-estate law concerning the land and/or buildings where the works will be carried out, e.g. 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: project design, legal permits and all necessary legal authorizations, environmental impact assessments, etc.).

Please note that if investment documentation or part of documentation is already available, you should attach them to application form in Jems, under application annexes section > Investment documentation. Otherwise you should indicate in application when do you expect investment documentation will be available.

Furthermore, in order to be considered eligible, the expenditures have to meet all of the general eligibility criteria stated in 1st Call for Proposals Guidelines for Applicants (section 4.3.3. Eligibility of expenditures), among other, they have to be incurred during the implementation period of the operation (with the exception of preparatory and contracting costs and closure costs).

Q: regarding 1 st Call for Proposals for INTERREG VI-A IPA CROATIA-BOSNIA AND HERZEGOVINA-MONTENEGRO 2021 – 2027, we have a question about the maximum percentage of eligible real costs. To be more specific, is there a limit or defined maximum amount for budgeting the eligible Equipment costs and the costs of infrastructure and works?

Specific objective is 2.4. Promoting climate change adaptation and disaster risk prevention, resilience, etc. , using Simplified Cost Option 1 for budgeting operations and activities.

A: Regarding your question, please note that real cost for Equipment and Infrastructure and works can only be planned within Option 1 of possible two SCOs options.

There is no limit or defined maximum amount for budgeting the Equipment costs and the costs of infrastructure and works. However, please note that:

- Each Partner must have a budget of at least 10% of total Operation budget.

E.g. if a total Operation budget is 1.000.000,00 EUR, one Project Partner's budget must be at least 100.000,00 EUR. Please note that this % may be changed during negotiation phase (budget optimization) and/or implementation phase.

Minimum and maximum grant size (EU budget size of the project) set for each Specific objective must also be respected. Otherwise, the application will be rejected. (for SO 2.4 - minimum grant is 500.000 EUR, maximum grant is 2.5 mil EUR).

Q: Da li je moguće troškove promotivne kampanje uvrstiti u jednu budžetsku stavku ili je potrebno svaki trošak posebno iskazati?

A: Regarding your question, it is advised to combine the associated costs of individual activities into one budget line so that the budget follows the logic and transparency of the activities described in the associated work package. E.g. the budget line name: “Promotional campaign”, and within the section “comment” specified cost components: billboards, promotional radio shows/TV commercials, post on social media etc.

Please note that during budget optimization phase, before signing a Subsidy Contract, Joint Secretariat / Managing Authority may request to adjust the budget amount and / or modify the description related to a specific budget line, if applicable.

Q: Imam pitanje u vezi s prihvatljivošću PDV-a. Vodeći partner ima pravo na povrat PDV-a. Da li se u tom slučaju iznosi u budžetu navode sa ili bez PDV-a?

A: Regarding your question, please refer to Programme Manual on Eligibility, section 5.1. in which is stated that VAT shall not be supported by the Programme, except:

- a) For operations the total cost of which is below EUR 5,000,000.00 (including VAT);
- b) For operations the total cost of which is at least EUR 5,000,000.00 (including VAT) and VAT is non-recoverable under national legislation;
- c) For SPFs and investments made by final recipients in the context of SPFs.

Therefore, if the total budget of a project application is below EUR 5,000,000.00 (including VAT), VAT is eligible (if it is established that it is borne by the beneficiary and it is clearly identified in the invoice) and must be planned in project budget .

Furthermore, in order to be considered eligible, the expenditures have to meet all of the general eligibility criteria stated in 1st Call for Proposals Guidelines for Applicants (section 4.3.3. Eligibility of expenditures), among other, they are not double funded (i.e. they are not financed from other sources under the Union Funds or other / national Funds).

Q: In 3.1. CALL REQUIREMENTS is stated that EU grant can't be over 2.5 million euros. That that mean that the total of the project is 2.5 million plus 15% of co-financing?

A: Regarding your question, “grant” refers to EU contribution only (excluding national contribution) and applies to entire Operation’s budget and not to individual partner’s budget, as stated in 1st Call for Proposals Guidelines for Applicants (section 3.1. Call requirements).

Also, please note that any grant requested under this CfP must fall between the following minimum and maximum percentages (%) of total eligible expenditures of the project: Minimum 20% of the total eligible expenditures of the project and maximum 85% of the total eligible expenditures of the project.

Q: Molimo odgovor na nedoumicu vezano za unos iznosa troška za partnera koji je u sustavu PDVa i kojemu je PDV povrativ. S obzirom da je PDV u sklopu ovog poziva prihvatljiv trošak, ima li partner mogućnost planirati svoj proračun i unositi vrijednost troškova bez PDVa s obzirom da mu je PDV povrativ?

A: Regarding your question, please refer to Programme Manual on Eligibility, section 5.1. in which is stated that VAT shall not be supported by the Programme, except:

- a) For operations the total cost of which is below EUR 5,000,000.00 (including VAT);
- b) For operations the total cost of which is at least EUR 5,000,000.00 (including VAT) and VAT is non-recoverable under national legislation;
- c) For SPFs and investments made by final recipients in the context of SPFs.

Therefore, if the total budget of a project application is below EUR 5,000,000.00 (including VAT), VAT is eligible (if it is established that it is borne by the beneficiary and it is clearly identified in the invoice) and must be planned in project budget .

Furthermore, in order to be considered eligible, the expenditures have to meet all of the general eligibility criteria stated in 1st Call for Proposals Guidelines for Applicants (section 4.3.3. Eligibility of expenditures), among other, they are not double funded (i.e. they are not financed from other sources under the Union Funds or other / national Funds).

Q: S obzirom na nedoumicu vezanu uz PDV na našem projektu, ljubazno molimo provedbeno tijelo za pojašnjenje. Na informativnim radionicama smo dobili informaciju da je PDV prihvatljiv u okviru ovog programa. Međutim, nedavno smo dobili upit na koji nemamo potpuni odgovor te bismo bili zahvalni na vašoj pomoći.

Naš partner (RH) na projektu je u sustavu PDV-a, a treba nabaviti opremu. Kako bi trebao knjižiti tu nabavu, s obzirom na prihvatljivost PDV-a? Telefonski smo zatražili pojašnjenje od vašeg tima, koji nam je objasnio da u tom slučaju partner neće potraživati pretporez od Porezne uprave za plaćeni ulazni račun kako bi izbjegao dvostruko financiranje. Prema vašem odgovoru, pretpostavljamo da partner opremu nabavlja s PDV-om uključenim u cijenu. Molimo da nas ispravite ako smo u krivu. Također, željeli bismo znati na koji način partner treba knjižiti nabavu opreme, s obzirom na to da je u sustavu PDV-a. Da li se nabavljena oprema u cijelosti s PDV-om unosi u dugotrajnu imovinu ili postoji drugi način knjiženja koji je prikladan u ovom slučaju?

A: Regarding your question, please refer to Programme Manual on Eligibility, section 5.1. in which is stated that VAT shall not be supported by the Programme, except:

- a) For operations the total cost of which is below EUR 5,000,000.00 (including VAT);
- b) For operations the total cost of which is at least EUR 5,000,000.00 (including VAT) and VAT is non-recoverable under national legislation;
- c) For SPFs and investments made by final recipients in the context of SPFs.

Therefore, if the total budget of a project application is below EUR 5,000,000.00 (including VAT), VAT is eligible (if it is established that it is borne by the beneficiary and it is clearly identified in the invoice) and must be planned in project budget.

Furthermore, in order to be considered eligible, the expenditures have to meet all of the general eligibility criteria stated in 1st Call for Proposals Guidelines for Applicants (section 4.3.3. Eligibility of expenditures), among other, they are not double funded (i.e. they are not financed from other sources under the Union Funds or other / national Funds).

Regarding the second part of your inquiry (entering the cost of purchased equipment in the business books of the project partners), please note that this question refers to the implementation of the projects and is not related to the provisions of the 1st Call for Proposals. Provisions related to implementation rules will be defined within the Project implementation manual which will be available for projects when they start with the implementation.

C. Application

Q: Profit making company established and owned 100% by regional and local government unit intend to involve at 1st Call for Proposals INTERREG VI-A IPA CROATIA-BOSNIA AND HERZEGOVINA-MONTENEGRO 2021-2027.

Do those two subjects which own that profit making company need to send some papers proofing their ownership, or partnership pre-agreement or some kind of consent to profit making company to involve at 1st Call for Proposals?

Those two subjects which own that profit making company are not going to be Lead partner or project partner.

A: For information related to 1st Call for Proposals please read carefully documents published on: <https://interreg-hr-ba-me.eu/documents/documents-for-applicants/>

Annexes and supporting documents, which have to be attached/uploaded in the Application (in Jems) in the framework of the 1st Call for Proposals, are listed in the 1st Call for Proposals Guidelines for Applicants, in section 5.2. “How to send the applications”. In the above-mentioned section, it is stated that supporting documents for eligibility check include the registration acts and/or decision on establishment and/or statute (in accordance with relevant national law) of each Partner.

Q: We have questions regarding the preparation, to be precise, when we are planning work packages do we involve management and communication activities in every WP or do we plan them as separate WPs (like we did in the last perspective)?

A: According to Application Manual, section C.4. “Project work plan”, only thematic workpackages are to be used. Workpackage “Management” is not a work package anymore – instead, questions about how the project will be managed are provided in section C.7. of the Application (in Jems). Furthermore, communication activities also don't have a separate workpackage – instead, they are embedded in the thematic work packages.

Q: The questions are regarding indicators RCO 85 and RCR 81 from the section 2.5. Programme indicators in 1st Call for Proposals Guidelines for Applicants.

Output Indicator RCO 85 - Participations in joint training schemes

1. Does an Output Indicator RCO 85 refer also to training schemes that are already developed by someone else – for example education in mindfulness developed by institution/person that is not a project partner or it refers only to training schemes developed by project partners?

2. If there are more training schemes organised, does the indicator count the number of participants from all training schemes (workshops, trainings, e-learning)?

3. Does an output title (in JEMS) refer to a specific training scheme or all training schemes from specific work package?

Result Indicator RCR 81 - Completions of joint training schemes

This indicator also counts the number of participants completing the joint trainings schemes organised by supported projects.

4. Does this number refer to the sum of the participants in all training schemes (project outputs)?

It's not clear since in Jems we can add the same programme indicator more than once

A: 1. Output indicator RCO 85 counts participants of the joint training schemes that are jointly developed within the project requires building knowledge in a certain topic and involves the training of participants over several sessions. Please note that the involvement of organizations from at least two participating countries in the organization of the training is required.

2. Output indicator RCO 85 counts participants of all joint training schemes developed and implemented by the project. Please note that an one-off meeting/event/internal session where information is disseminated should not be considered as a training scheme. In addition, the involvement of organizations from at least two participating countries in the organization of the training is required.

3. It is advised that the number of project outputs is reasonable and therefore one output title can refer to all training schemes, if applicable.

4. Yes, the set project target value for RCR81 should include all participants that completed the training schemes. Please note that the completion should be documented by the training organizers either through a record of the confirmed completions or by issuing certificates of completion of the training. In that respect, joint trainings for which the training organizers do not intend to record the confirmed completions/do not intend to issue certificates of completion, should not be considered under this indicator.

Q: Our organization is currently in the process of developing a project proposal and we are seeking accurate information regarding the participation criteria for knowledge transfer. Specifically, we would like to know if the output indicator is exclusively designed for partners involved in the project, or if it is open to third-party organizations/ specialized training as well. The question pertains to the output indicator below.

RCO 84 - Pilot actions developed jointly and implemented in projects: The indicator counts the pilot actions developed jointly and implemented by supported projects. The scope of a jointly developed pilot action could be to test procedures, new instruments, tools, experimentation, or the transfer of practices. To be counted by this indicator, the pilot action needs not only to be developed, but also implemented within the project and the implementation of the pilot action should be finalized by the end of the project. This indicator implies the involvement of organizations from at least two participating countries in the pilot action development and implementation.

We have also a question regarding the output indicator RCO 116: The indicator counts the number of jointly developed solutions from joint pilot actions implemented by supported projects. In order to be counted in the indicator, an identified solution should include indications of the actions needed for it to be taken up or to be upscaled, whether "upscaled" refers to training or specialized workshops in this context, or if it has a different meaning.

A: Only pilot actions developed jointly and implemented within the projects (with at least two organizations from different participating countries involved), and completed by the end of the project, can be counted as achievement of output indicator RCO 84 - Pilot actions developed jointly and implemented in projects.

Please note that the pilot action considers testing/evaluating/demonstrating new procedures, instruments or tools that were not available or existing before, within the organizations or area you plan to introduce the pilot action to.

Output indicator RCO 116 Jointly developed solutions considers any solution that was previously piloted in order to be tested and later confirmed as a solution.

Please note that in case you choose RCO 84 and/or RCO116, the corresponding result indicator is RCR104 that counts the number of solutions (other than legal or administrative solutions), that were jointly developed by supported projects/derived from pilot actions and are taken up or up-scaled during the implementation of the project (or within one year after project completion). Uptake is defined as the action of taking up or making use of solution that is available and developed within the project, while up-scale is defined as increasing the size or improving the quality of the solution developed within the project. Within RCR104 you will count the solutions taken up or upscaled.

Q: Is it possible that in case if one partner cannot pay 15% of contribution, that another partner pays that 15% on behalf of a partner from the same country?

Two institutions are ready to form an inter-institutional agreement of cofinancing.

A: Please note that it is not possible that one partner in one operation contributes 15% of co-financing for another partner in operation. Each partner is a financing partner and must ensure at least 15% of co-financing of its part of the project budget. Please note that co-financing rate (as stipulated in the Subsidy Contract/Application) is applied to each eligible expenditure under all cost categories (including preparatory and contracting and closure costs).

Q: At workshop it has been said that at application form section C.2.6. is supposed to put only initiatives/synergies where we had a part? We used to write under that section all projects and initiatives at EU which are related with the theme. Please provide us information about section C.2.6. of Application form.

A: Within section C.2.6 “Synergies with past or current EU and other projects or initiatives”, in related text box it is necessary to list past or current projects or initiatives (EU or other) you will make use of and further clarify the synergy with your project, i.e. provide a list of past or current EU projects/initiatives and explain how the synergy will be achieved. It is not mandatory that only projects/initiatives where proposed project partners were previously directly involved in implementation as project partners are listed in this section.

Q: Ijubazno vas molimo odgovor vezano za Prioritetnu os " Sustainable and inclusive tourism and culture". Treba li se projekti prijedlog odnositi na oba područja (turizam i kultura) ili se može odnositi na jedno od ta dva područja?

A: Regarding your question, please note that the projects are required to establish a clear result-oriented approach contributing to the achievement of specific objectives thus result indicators of the Programme. Within RCO 77 “Number of cultural and tourism sites supported” (mandatory for all projects supported), the Programme will consider only those projects that have in some ways invested in the cultural/tourism sites, directly through investments (small-scale infrastructure and/or equipment). Within RCR77 “Visitors of cultural and tourism sites supported” (also mandatory for all projects supported) only sites for which the number of visitors can be quantified are to be taken into consideration. Therefore, the project may invest either in cultural or in tourism sites, or both.

Q: please clarify what you consider under the category "investments" in JEMS in category C.4., do we fill in the "investment" category only for works or for some other kind of expenses?

A: Please note that investment part of WP(s) is not mandatory. Investment is to be filled in by the applicants only if the project foresees investment(s) and only in relevant WP(s). Expenses related to investment (and all other expenses) shall be inserted within project budget of each project partner that foresees investment in project application (section B – Project partner – budget).

Regarding the specific cost category under which an investment should be planned, please refer to the Programme manual on eligibility, section 4.5. Eligible cost categories (where eligible cost categories are defined). Section 4.5.6. defines costs of infrastructure and works (Infrastructure and works cost category covers costs related to investments in infrastructure that do not fall into the scope of other cost categories). These investments may either refer to an object (e.g. a building) that will be set up ex-novo or to the adaptation of an already existing infrastructure. In general, investment costs may be planned as a small-scale infrastructure and/or equipment costs.

Q: Imamo upit vezano za De-minimis potpore.

Trenutno se kao partneri pojavljujemo na Interreg IPA CBC Programme Croatia – Bosnia and Herzegovina – Montenegro i u okviru Project Partner Statementa nismo sigurni da li staviti da smo primili de minimis potpore ili ne.

Naime, dvije sastavnice Sveučilišta u Dubrovniku su primile de minimis potpore dok sastavnica koja se prijavljuje na navedeni projekt nije.

Ljubazno bi vas molila pomoć što da nanačimo u navedenom obrascu.

A: The information to be provided in the Lead Partner Statement and the Project Partner Statement needs to refer to the institution which is formally applying to the 1st Call for Proposal and which is represented by the legal representative who signs the Lead Partner Statement or the Project Partner Statement.

Molila bi pomoć oko dva sljedeća kriterija vezana uz State Aid, a koja su navedena u obrascima Lead Partner Statement i Project Partner Statement:

1.) Does the support distort or have the potential to distort competition?

If the support has the potential to strengthen the position of the beneficiary in relation to other competitors, then this criterion is likely to be met. The potential to distort competition does not need to be substantial or significant, and this criterion can apply to relatively small amounts of financial support and firms with little market share.

If all the above conditions under this point (3) are fulfilled, this criterion is automatically met (except for the case when the beneficiary has a legal monopoly).

Yes No

If no, please provide an explanation.

2.) Does the support affect trade between Member States?

It is sufficient that a product or service is tradeable between Member States, even if the recipient of support does not itself export to other EU markets. This test is not met only in very limited circumstances, e.g. where a single, small business is involved in much localized activity, e.g. hairdressers.

Yes No

If no, please provide an explanation.

S obzirom da smo Sveučilište nisam sigurna da li da stavim Yes ili No za navedene kriterije.

A: The answers to these two questions, which are related to the potential existence of State Aid, depend on the very nature of activities foreseen by your project. Therefore, you have to assess whether your foreseen activities distort competition (or have the potential to distort it) and whether they affect trade between EU Member States.

Q: 1. S obzirom da nema više WP Project management, treba li sastanke projektnog tima dodati u druge radne pakete ili samo opisati u dijelu C.7.?

2. Ako pilot projekt uključuje pilotiranje nove vrste proizvodnje u jednog državi te onda testiranje kvalitete proizvoda u drugoj državi, je li takav pilot prihvatljiv ili svaka zasebna aktivnost se mora dogoditi u obje države?

3. Ako je jedna od investicijskih aktivnosti izgradnja zgrade (poduzetničkog centra) te ako se u sklopu projekta nabavlja oprema pomoću koje će se vršiti pilot projekt u poduzetničkom centru, treba li u random paketu pod investments prikazivati samo izgradnu zgrade ili se nabava opreme isto stavlja u investments?

A: 1. Please note that only thematic work packages will be used. WP Project management is not a work package anymore. Instead, questions about how the project will be managed are in section C.7. in which applicants need to foresee adequate provisions for project management, coordination, and internal communication, in addition to the activities as described in the work plan. Therefore, in the jems application, it is not envisaged to add deliverables related to WP Management (meeting minutes, signature lists from the meeting, etc.)

2. Programme output indicator RCO 84 Pilot actions developed jointly and implemented in projects counts pilot actions developed jointly and implemented by supported projects. This implies the involvement of organizations from at least two participating countries in the development and implementation of pilot actions. Please note that if organizations from at least two different participating countries are involved in the co-design or co-creation process(es) of the pilot action, but the pilot action is focused on a specific territory (in one of the countries), it can still be counted within this indicator.

3. Regarding your question, please refer to the document Application Manual, in which all required sections of application are described in detail. Within one work package, sections Objectives, Investment (if applicable), Activities and Outputs need to be filled. Within “Investments” part of work package, it is required to describe the investments that will be delivered. Procurement of equipment can be specified as project activity (specific task performed for which resources are used) and described in that section.

Also, partner budget for all project partners needs to be filled in, depending on the option selected (Option 1 or Option 2) for each project partner. In case Option 1 is selected, real costs for budget categories External expertise and services costs, Equipment costs and Costs for infrastructure and works needs to be filled in. Within the cost categories Equipment and Infrastructure and works, within each budget line, there is a dropdown list of the investments created under each work package in section C. The applicant can link expenditure to investments where applicable.

Q: Here are a few questions regarding project proposals preparation:

Can we plan new hiring on the project for the role that is not in the company systematization at this moment?

Can the updating of the existing platform and its improvement be considered under the output indicator Jointly developed solutions?

A: Please note that each Partner shall include staff costs as a cost category in its respective partner budget, meaning that each Partner must plan at least one person working on project. Also, each Partner shall ensure that at least one person is working on a project during the entire implementation of a project (internal project staff), regardless which budgeting option is applied for Staff costs category (real cost or flat rate). Applicants can plan to include in project implementation either existing partner institution staff or newlyemployed staff (working on a project during the project implementation).

Please note that prior the signing the Subsidy contract and within the initial date of the project implementation, systematization of the planned staff functions and persons working on the project must be provided to Joint Secretariat.

Regarding the second question, Output indicator **RCO116 Jointly developed solutions** counts the number of jointly developed solutions derived from joint pilot actions implemented by projects. A jointly developed solution implies the involvement of organizations from at least two participating countries in the drafting and design process of the solution during project implementation. In order to be counted within this indicator, an identified solution should be piloted, and include indications of the actions needed for it to be taken up or to be upscaled (in relation to result indicator RCR104 Solutions taken up or up-scaled by organizations). Furthermore, a solution should be newly developed by the project based on learnings from pilot actions. Already existing solutions should be tailored to the project context through testing in pilot actions (see RCO84 Pilot actions developed jointly and implemented in projects).

Q: I would like to ask for an explanation of the term "cultural/tourist site" used in the documentation of the public invitation. Namely, in the territory of the Republic of Croatia, precisely defined localities, listed in the following rulebook, are considered "cultural/tourist sites": https://narodne-novine.nn.hr/clanci/sluzbeni/2008_07_76_2499.html.

We are interested in whether the area of one (or more) municipalities (not listed in the rulebook mentioned above) that abound in cultural and tourist attractions can be considered a locality?

Also, how are indicators reported, the number of total arrivals and overnight stays in the territory of that municipality/those municipalities?

A: In order to be counted within the output indicator RCO77 Number of cultural and tourism sites supported, a cultural/tourist site should be supported by the project through small-scale infrastructure and/or equipment. Please note that the Programme did not envisaged an exhaustive list of possible cultural and tourist sites to be supported by the projects. However, only cultural/tourist site for which the number of visitors can be quantified will be taken into consideration.

Result indicator RCR77 Visitors of cultural and tourism sites supported counts the estimated number of annual visitors of cultural and tourism sites supported by the projects (within RCO77 Number of cultural and tourism sites supported). The estimation of the number of visitors should be carried out ex post, one year after the completion of the intervention. For sites that are not newly created, the projects should report only "new visitors", in comparison with the baseline value that refers to the

annual number of visitors of the supported sites the year before the project intervention starts. For newly developed sites, the projects should report the total number of visitors counted during the first year after project completion.

Q: In reference to paragraph 5.2. of the CfP „How to send the applications“, in particular Annexes for administrative check, precisely document „Partnership Pre-Agreement“, the question is as follows:

Data for all project partners (name, date, signature) are envisaged to be filled out on one page together. For convenience reasons (i.e. not to send this page per post to each partner that could be unreliable in some cases), is it allowed to leave one page per each partner separately, meaning that each partner sign the separate page.

A: Regarding your question, please refer to the the 1st Call for Proposals Guidelines for Applicants, section 4.3.1. “Eligibility of applicants/partners”, in which is stated that all partners must sign a Partnership Pre-Agreement in preparation phase and Partnership Agreement in implementation phase, which stipulate their rights and duties within an operation. In order to be to be legally valid, a single document must be signed by all proposed project partners (Lead partner and all of the Project partners).

Q: Regarding the RCO 116, can you please specify the following. Can curriculum and educational materials with the focus on educational framework, developed based on learnings from pilot action by partners from at least two participating countries, be counted as RCO 116 – Jointly developed solution?

A: RCO116 Jointly developed solutions counts the number of jointly developed solutions derived from joint pilot actions implemented by projects. A jointly developed solution implies the involvement of organizations from at least two participating countries in the drafting and design process of the solution during project implementation. In order to be counted within this indicator, an identified solution should be piloted, and include indications of the actions needed for it to be taken up or to be upscaled (in relation to result indicator RCR104 Solutions taken up or up-scaled by organizations). Whether a curriculum can be considered as a jointly developed solution depends on the context and main objective(s) of the project, correlation with other indicators (such as RCO84 Pilot actions developed jointly and implemented in projects) and overall project intervention logic.

Q: I am contacting you on behalf of the Centre for Research and Development, University of Sarajevo. Since recently, we are operating as an integrated university, meaning that formally we are one legal body, but consisted out of 31 faculties/institutes whose directors/deans have their rights as well (registered in the court documents with the contract of their obligations). I am receiving several questions on the open call for applications for the HR-BA-ME Interreg programme. Hence, I would kindly like to ask you: Whether the signatory of the project application documents has to be the Rector of the university, or is it ok to be Dean/Director (who also has such rights)?

A: Regarding your question, please refer to the the 1st Call for Proposals Guidelines for Applicants, section 5.2. “How to send the applications”, in which is stated that submitted Application must contain all the required data and the required accompanying documents, which are considered as annexes to the Application and have to be uploaded as scanned documents (signed by the legal representative of the Lead or Project Partners’ organisation) in the Jems.

Documents can be signed by any legally authorized representative of the institution (in accordance with the registration act / statute of the institution).

Q: I am contacting you in front of a consortium of 5 organizations as a leading partner with certain questions, so I would like to ask you for clarifications:

- **The first question refers to the documents that are an integral part of the application. The application package contains the annexes that we fill out and that is understandable. However, in the document „GfA_1st_CfP_HR-BA-ME“. a list of additional documents is given in point 5.2. I would like to ask you to to confirm whether we are submitting the following documents:**

- Registration document or statute of all project partners

-Balance sheet and income statement dor the last two years and a certificate of solvency for a Lead Partner (or should we submit them for all the partners in the consortium)?

-This document „Model Subsidy Contract 1st CfP HR-BA-ME“ we are signing in case of approval of our application, am I right?

Is there any other documents we are obligate to deliver?

- **The second question refers to us as a Leading partner. We agreed on the partnership level that our organization goes as a Leading partner. We are a social enterprise founded by a non-governmental organization and we employ over 80% of people with various types of disabilities within the framework of social protection. Our main registered activity is the activity of social protection for people with disabilities. In this sense, we are a non-profit organization with the status of a protective workshop, which would be proven by the decision of the Federal Ministry of Labor and Social Policy and the document of the classification of activities of the Statistical Institute. Are we acceptable as a leading partner?**

- **The third question refers to the signing of the Partnership Pre-Agreement. Since our consortium consists of partners from all three program countries, is it acceptable that we submit the Pre-Agreement signed manually by the two partners in BiH, while Croatian and Montenegrin partners would provide electronic signatures on the document?**

- **The fourth question refers to the language of the additional documents, whether they must be translated by authorized court interpreters?**

A: Regarding your first question, please refer to the 1st Call for Proposals Guidelines for Applicants (GfA), section 4.3.1. “Eligibility of applicants/partners” and section 5.2. “How to send the applications”. Whether a certain Lead partner (LP) / Project partner (PP) has to deliver a registration acts and/or

decision on establishment in accordance with the relevant national law to prove legal personality (or other documents, as defined in GfA) depend on the status (public / private) of a specific LP / PP: if the partner is established by a public law (e.g. region, county, district, municipality, city/town, ministry, etc.), only a direct reference of the said law must be provided. If the partner is established by a private law (e.g., limited liability companies, shareholding companies), but 100% owned by the state, regional/local government units, it may be eligible for funding and only registration act must be provided. Non-profit organizations which non-profit status is determined by the law should not deliver a statute but only a registration act and/or decision on establishment. Private partners have to deliver additional documents for financial capacity check (balance sheet and profit and loss account for last two closed financial years and reference letter from the bank). Application must contain all the required data and the required accompanying documents (including Partnership Pre-Agreement, among others), which are considered as annexes to the Application and have to be uploaded as scanned documents (signed by the legal representative of the LP or PPs organisation) in the Jems.

Regarding the second part of your question, please note that eligibility of applicants (partners) is subject to assessment and selection process (Step 1 “Admissibility and eligibility check”) described in GfA (section 6.1). Therefore, at this stage, we cannot provide specific information related to eligibility criteria. Further information concerning your question, however, can be found in the following section of the GfA: Section 4.3.1. “Eligibility of applicants/partners”.

In response to your third inquiry, there are no special signature restrictions as long as all required documents are signed by legally authorized representatives of the institutions (in accordance with the registration act / statute of a institution) and in accordance with relevant national legislation.

Regarding your fourth question, as stated in GfA, section 5.2., supporting documents have to be provided in English language or in one of the languages of the participating countries (Croatia, Bosnia and Herzegovina, Montenegro). Where supporting documents are not in English or in the language of the participating countries, a translation into English must be attached and will prevail for the purpose of eligibility check.

Q: I would like to kindly ask you for one clarification: In the case when the Faculty is project partner who signs the Partnership Pre Agreement a Dean of that Faculty or a Rector of the University?

A: Regarding your question, please refer to the the 1st Call for Proposals Guidelines for Applicants, section 5.2. “How to send the applications”, in which is stated that submitted Application must contain all the required data and the required accompanying documents, which are considered as annexes to the Application and have to be uploaded as scanned documents (signed by the legal representative of the Lead or Project Partners’ organisation) in the Jems.

Documents can be signed by any legally authorized representative of the institution (in accordance with the registration act / statute of the institution).

Q: We have a question: Is it possible to go to a study trip out of Programme area?

A: Regarding your question, please refer to the Programme Manual on Eligibility, section 4.5.3. “Travel and accommodation costs”, where it is stated that travel and accommodation costs refer to the

expenditure on travel and accommodation of the staff of the beneficiary organization for missions necessary for the implementation of the operation.

Furthermore, travel and accommodation costs of external experts and service providers (including speakers, chairpersons, teachers, stakeholders, etc.) contributing to the operation cannot be included under the „Travel and accommodation cost” budget category; they must be planned and reported as external expertise and services costs.

Additionally, part of the operation may be carried out beyond the Programme area with Managing Authority approval, in accordance with Article 37(1) of the Interreg Regulation.

D. Implementation

Q: We kindly ask you to clarify the following information mentioned during the info day in Bjelovar on behalf of the potential applicant:

1. Public procurement- we understood from the discussion that one partner could acquire equipment for more partners. Is this correct since in previous projects each partner was procuring equipment for themselves? In the case of joint procurement, an issue with customs is raised, as those costs are not eligible and might present additional difficulties. Can you please elaborate on this.

2. In terms of used equipment acquisition, how is the public procurement procedure run? The potential applicant does not have previous experience with the acquisition of used equipment.

A: 1. All project partners have to plan the equipment within their own budget (and shall procure the equipment for themselves during the implementation of the project), joint procurement among partners (one partner procuring the equipment for several partners) is not permissible.

2. Detailed procurement rules shall be published in Project Implementation Manual (that will be available for project partners before the beginning of the implementation of projects).

Q: projektnom aktivnosti biti će kupljen uređaj za jednu vrstu mjerenja. Na istom uređaju mogu se vršiti druge vrste mjerenja...Da li tijekom provedbe projekta se može naplaćivati usluga određenih mjerenja koje nisu vezane za projekt odnosno nisu mjerenja zbog kojih nabavljamo uređaj?

Da li se nakon provedbe projekta može naplaćivati usluga svih vrsta mjerenja koja će se vršiti na kupljenom stroju?

A: Please note that these questions concern the implementation of the projects and are not related to the provisions of the 1st Call for Proposals. Provisions related to implementation rules and therefore the expenditures and net revenues will be defined within the Project implementation manual which will be available for projects when they start with the implementation.

Q: We have a question regarding the Result indicators interpretation. To be exact the RCR 79 definition says: "The indicator counts the number of joint strategies/action plans adopted and implemented by organizations during or after the project implementation... "

So we would like a clarification - does this mean that organizations (that are or are not part of the project) must adopt (take-up) a document at the level of policy-making, for example as regional development strategies are adopted by the Assembly of respective county, or is it sufficient to adopt them according to the principle of an internal document by which organizations - in this case, partners - will act in future.

Because, it is not legally possible to adopt documents that refer to other regions outside the jurisdiction of the respective institutions, in this case counties/regions.

Thank you in advance.

A: Result indicator "RCR79 Joint strategies and action plans taken up by organisations" counts the number of joint strategies and action plans (not individual actions) adopted and implemented by organisations during or after the project completion. The organisations involved in take-up may or may not be direct participants in the supported project, i.e., project partners. Please note that it is not necessary that all actions identified are taken-up for a strategy/action plan to be counted in this context. In that respect, organisations that take-up jointly created strategy/action plan can take-up and implement parts of the strategy or action plan that relate to their area of jurisdiction (e.g., county). Please note that at the time of reporting this indicator, the implementation of the joint strategy or action plan needs to be effectively started.

Q: Grad iz RH bi bio partner na projektu iz naslova, u sklopu SO 2.6. Obzirom kako je Grad osnovao Agenciju za razvoj i investicije kao d.o.o. koja je u vlasništvu Grada, naše pitanje je: može li Agencija sudjelovati kao vanjski stručnjak u provedbi projekta obzirom kako Agencija operativno i provodi projekte Grada. Agencija ne bi bila partner na projektu nego Grad koji bi uz 2 zaposlenika iz Grada prijavljene pod troškove osoblja, opcija 1, podugovorio Agenciju kao vanjskog stručnjaka za provedbu aktivnosti projekta, kako bi se projekt pravodobno i u cijelosti završio.

A: Regarding your question, please refer to Guidelines for applicants, part 4.3.8. In house contracting. Regarding the In house contracting, which is considered as contracting of the bodies governed by public law (in house provider), which are controlled by the contracting authority (beneficiary) for the purchase of goods, services and works, it is important that the intention of in-house contracting must be indicated in the Application. This kind of contracting represents an exemption from the public procurement procedure if the conditions for in-house contracting given by the EU regulations are fulfilled.

Expenditure referring to tasks contracted with the in-house provider by the beneficiary (including staff and travel and accommodation costs) shall be planned under external expertise and services expenditure category if the following conditions are met:

- costs incurred by the in-house provider are charged on a real costs basis without any profit margin.

- the contracting of the in-house provider complies with national public procurement rules.

When preparing the project proposals, the applicants are strongly recommended to assess carefully whether the contractual relationships they plan to enter fulfil the abovementioned conditions.

Q: I would like to kindly ask you, is it possible to provide the 15% co-financing as salaries of employees of the institution?

A: No, it is not possible. During implementation, each cost has to be 100% paid by a project partner, and only after project progress report for a specific period (which includes request for payment of incurred and paid costs) is approved by all relevant Programme bodies, EU share of approved eligible costs (depending on the percentage requested, but maximum 85% of eligible costs,) is refunded to beneficiaries.

Q: Molim Vas za odgovor na pitanje: znanstvena oprema koju bismo nabavili u projektu (prijavljujemo se u Priority Axis 1 - Smart investments in research, innovation and competitive entrepreneurship) koristit ćemo u programskom području. Nakon završetka projekta dio opreme donijeli bismo sa sobom na matičnu instituciju koja je u Osječko-baranjskoj županiji (izvan programskog područja). Ima li zapreke za to?

A: Regarding your question, please refer to the 1st Call for Proposals Guidelines for Applicants (GfA), section 4.3.4. “Eligible cost categories” which states that specific provisions for each cost category are stated in the Programme Manual on Eligibility (PME). As stated in PME, section 5.3. “Durability of the operations”, an operation comprising investment in infrastructure or productive investment shall repay the EU contribution if, within five years of the final payment to the LP or within the period of time set out in State aid rules, where applicable, that operation is subject to any of the following:

- a. a cessation or transfer of a productive activity outside the NUTS 2/Programme area level which received support;
- b. a change in ownership of an item of infrastructure which gives to a firm or a public body an undue advantage;
- c. a substantial change affecting its nature, objectives or implementation conditions which would result in undermining its original objectives.

Q: Sa partnerom iz Hrvatske razvijamo inovativno rješenje manjih kapaciteta koje proizvodi bio-energiju i koje je u ovoj fazi razvoja najbolju iskoristljivost ima kod individualnih sesokih domaćinstava.

Inovaciju želimo da promoviramo na jednoj opštini koja nam je partner i njena uloga je konkretna praktična promocija inovativnog rješenja i podizanje svijesti kod domaćinstava za korištenje obnovljivih izvora energije.

Da li je prihvatljivo da opština partner, u svrhu promocije i daljnjih istraživanja, budžetira nabavku potrebnih komponenti za sklapanje razvijenog inovativnog rješenja (proizvod koji se sastavlja od određenih komponenti koje se sve proizvode u BiH). Naglašavam da razvijeno inovativno rješenje opština partner ne kupuje od prethodna dva partnera koja su razvila inovaciju, nego opština budžetira nabavku komponenti na tržištu, od kojih će prva dva partnera sklopiti inovaciju kod korisnika koja će biti odabrana po određenim kriterijumima?.

Postavljeno inovativno rješenje će u ovoj fazi projektnih aktivnosti poslužiti za testiranje rada u stvarnim uslovima, kao i za istraživanje upotrebne vrijednosti ostataka koji nastaju radom inovacije.

Znači pitanja su:

a) Da li opština partner može budžetirati nabavku komponenti koje će služiti za sklapanje inovativno rješenja nastalog radom prva dva partnera?

b) Ako je odgovor "DA", kome opština partner može ustupiti na korištenje inovativno rješenja: privatnim poljoprivrednim gazdinstvima; ustanovama, udruženjima koje su pod nadležnoću opštine; ili može i jednim i drugima?

A: Regarding your first question, please refer to the 1st Call for Proposals Guidelines for Applicants (GfA), section 4.3.4. "Eligible cost categories" which states that specific provisions for each cost category are stated in the Programme Manual on Eligibility (PME). As stated in PME, section 4.5.5. "Equipment costs" and section 4.6. "Ineligible costs", costs of equipment purchased from another project partner are considered ineligible by the Programme.

Regarding your second question, please refer to PME, section 4.5.5. "Equipment costs" and section 5.3. "Durability of the operations".

Please note that ownership of the equipment, to be retained by the PP and/or relevant target group/stakeholders which will be in charge of the purchased equipment after operation closure should be described within the Application. Transfer of ownership (if applicable) has to be implemented in line with applicable national rules, i.e. the procedure related to transfer of ownership of the equipment must be clearly traced during operation implementation (e.g. evidenced in accounting records of involved partners/target groups as fixed assets or in inventory registers) as this may be subject of verification by Programme bodies. Please note that the purchased equipment has to be used for purposes of public interest (or specific purpose of meeting the needs of general interest) if transferred to a relevant target group.

Also, please note that an operation comprising investment in infrastructure or productive investment shall repay the EU contribution if, within five years of the final payment to the LP or within the period of time set out in State aid rules, where applicable, that operation is subject to any of the following:

- a. a cessation or transfer of a productive activity outside the NUTS 2/Programme area level which received support;
- b. a change in ownership of an item of infrastructure which gives to a firm or a public body an undue advantage;
- c. a substantial change affecting its nature, objectives or implementation conditions which would result in undermining its original objectives.in undermining its original objectives.

Q: Kroz projekt (ako bude odobren) namjera je kupiti mjernu stanicu za kvalitetu zraka. Da li je moguće nakon provedbe projekta naplaćivati usluge izvršene na ranije navedenoj stanici? Odnosno da li je moguće naplaćivati uslugu 5 godina nakon provedbe projekta u vrijeme kada LP1 odgovara za održivost projekta?

A: Please note that these questions concern the implementation of the projects and are not related to the provisions of the 1st Call for Proposals. Provisions related to implementation rules and therefore

the expenditures and net revenues will be defined within the Project implementation manual which will be available for projects when they start with the implementation.