

GRANTS 2012- FREQUENTLY ASKED QUESTIONS

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Ref	Date	Question	Answer
Q1 Q6 Q28 Q48 Q50 Q73 Q74 Q79 Q81	17/05 21/05 23/05 24/05 28/05 30/05 30/05 31/05 31/05	I' not sure whether the deadline for specific projects under the 2012 funding is 15 of June or 22 of June.	<p>For the period 2012-2015 we will only finance actions of organisations with whom we signed a framework partnership</p> <p>If you want to submit a proposal for 2012 funding, you need to submit:</p> <p>a) an application to become partner - the deadline for this application is 15 June 2012. This partnership will remain valid till 2015. (If you submit an application for partnership after 15 June, you will only be eligible for funding in 2013 or 2014)</p> <p>b) an application for the funding of projects - the deadline for this application is 22 June 2012.</p> <p>So, two steps need to be taken in 2012 to obtain funding for a project (become partner + submit a project proposal).</p> <p>2012 funding will include projects starting in November 2012 and ending 30 June 2013. If your project start later in 2013 then you can also consider applying for the 2013 program, which will be launched in October 2013.</p>
Q2 Q86	21/05 02/06	Is it possible that one legal entity makes an application for two specific calls (one for Radio and one for TV)? One organization can submit only one or multiple projects in a field?	<p>An organisation can apply for 2 specific calls</p> <p>An organisation can apply for several projects in the same area and it can also apply for projects in several areas.</p>
Q3	21/05	I would like to ask you how to proceed in the case when our organisation decide to respond both to the call for partnership and for specific grants in 2012. Could we send in the same envelope both the applications for the call for partnership and the one for the call for proposals or should we send them in two separate envelopes?	You will have to send them in two envelopes, since there will be a different evaluation committee deciding on what organisations are accepted as partners and on what projects are to be accepted.
Q4 Q20	21/05 23/05	Q4 - I would like to know, if only a television, or production company can apply in this proposals. Q20 - We are a private production company that specializes in audiovisual production. We do not have a	<p>As mentioned in the call for framework partnership agreements (paragraph 1.8) only television/radio broadcasting companies and networks may apply for and sign a partnership agreement with the European Parliament.</p> <p>However, as long as the proposals comply with the conditions as listed in the call</p>

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		<p>broadcasting license, as our programs are broadcasted based on a contract with a broadcaster (National Television). However, we can provide the letter of acceptance from the National Television - saying that our program will be broadcasted once it's produced, and send a copy along with our application.</p> <p>Our questions: Are we eligible to apply for the grant in audiovisual (television) production? If yes, would our application be considered equally - compared to applications of producers with broadcasting license?</p>	<p>for proposals, the European Parliament will not intervene in the production process and it will be left to the broadcasting companies and networks themselves to decide which parts of the production work would be sub-contracted.</p>
<p>Q5 Q73 Q79</p>	<p>21/05 30/05 31/05</p>	<p>Where can I find the application to become partner? How can I submit a proposal ?</p>	<p>Go to the internet site http://www.europarl.europa.eu/aboutparliament/en/00beb2559e/Grants.html you have to fill in an application form for partnership & application form for actions</p>
<p>Q7 Q37 Q72</p>	<p>22/05 24/05 31/05</p>	<p>Q37 - Could you please let us know whether an application for a partnership agreement can be tabled by a Consortium of two applicants? If yes, shall we submit two application forms for partnership (one per applicant) or one form that would include the relevant information concerning the two applicants? Q7 - Based on the national legal framework, there are two basic, legally independent actors in the public, state television. One legal person has the rights for broadcasting, and the other has the production capacity (employs the staff), infrastructure and equipments. The first is responsible for the programmes and the content, the second produces them. In the case of this call</p>	<p>Q37 - It is not envisaged to have consortia as partners. In that case you should submit one application, either by the organisation that fulfils all eligibility criteria or if both fulfil all criteria, one organisation should be in the lead. In the application for partnership you should include the information concerning both organisations.</p> <p>Q7 - It is not envisaged to have consortia as partners. The best solution would be that the broadcaster applies to become partner and applies for funding of projects In the application it should be clearly mentioned that the production will be subcontracted to the other organisation who has the production capacity/technical expertise + add relevant documents in order to support the operational capacity of the subcontractor</p>

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		the broadcaster can be the eligible applicant, but it hasn't any production or editorial capacity or technical expertise, because it is supplied by another organization (also public legal person). What are the possible ways of applying for this call, and which one do you prefer? Shall the broadcaster remain the sole applicant, and the production company will be the contractor, or can they apply for this grant as a consortium?	
Q8 Q39	22/05 24/05	Q8 - Je ne vois pas de montant maximal ou minimal à demander pour les projets TV. Il est seulement indiqué que le montant maximal de l'enveloppe disponible pour cet appel est de 2,5 millions d'euros et le pourcentage de cofinancement de 80%. Cela signifie-t-il qu'il n'y a pas de limite ? Q39 - Existe-t-il un montant minimum pour l'organisation d'événements spécifiques?	Q8 - Q39 : Effectivement, il n'y a pas des limites minimal / maximal pour les demandes de subventions
Q9 Q59	22/05	We have a project that spans for several years. Is it possible that you can give us one decision that covers the whole period, ie 2013 to 2015. Or do we have to apply for money individually for each year?	Due to our budgetary rules (our funds are only valid for one year), you will need to apply for funds every year
Q10	22/05	Are the certified PR companies are included or excluded of this DG COMM subvention scheme as only certified broadcasting TV are mentioned	Certified PR companies are excluded from the DG COMM subvention scheme
Q11- Q15 Q75	22/05 30/05	Q11 - COMM/2012/03 (on line media): In the call for proposal I can see that "a maximum amount of approximately EUR 1.000.000 will be available for this call". This amount refers to all proposal together to be funded by the EP, doesn't it? Is there any maximum amount of grant for each proposal? Mandatory or	Q11/Q75 -Indeed it is the total amount available - There is no minimum or maximum amount suggested/requested per individual grant Q12 -Yes indeed, a beneficiary can introduce several applications for different areas. Q13 - We do not envisage to sign partnership agreements with consortia - If you intend to run projects together with another organisation, then the application

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		<p>suggested?</p> <p>Q12 - COMM/2012/01-02,03,04: Is it possible for a subject to send several applications with reference to different areas (for example Television and On line media)?</p> <p>Q13 - With reference to both COMM/2012/FPA and COMM/2012/01-02,03,04: it is possible to apply as a consortium? One project leader and at least one partner. It seems it would be not any room for this in the application form.</p> <p>Q14 - If yes to the previous question, should the framework partnership application be made only by the consortium leader or by each of the consortium partners? Together or separately?</p> <p>Q15 - With reference to COMM/2012/03 (on line media), at page 3 (“Types of project sought”) could you give some examples of “on-line democracy”?</p>	<p>should be made by the organisation which is in the lead. You should clearly spell out that you will work together with another organisation(s) - This will then be taken into account to assess your operational capacity</p> <p>Q14 - See answer to question 3</p> <p>Q15 - We refer to websites and online tools which seek to stimulate and encourage interest, involvement and participation in the democratic and (in our case) European political process. This can for example take the form of a site analysing the political behaviour of an institution in interesting ways, sites and tools inciting the public to interact with political bodies and politicians and/or providing tools to do so, sites and online tools encouraging participation in elections using interactive features.</p>
Q16- Q17		<p>Q16 - Les projets déposés sous l’appel 2012 doivent-ils se terminer en juin 2013 ou décembre 2013 (le contrat étant signé pour la période de novembre 2012 à décembre 2013) ?</p> <p>Q17 - peut-on postuler au partnership framework à la fois en télé et en radio (cocher deux cases) ?</p>	<p>Q16 - Ce projets doivent se terminer avant le 30 juin 2013</p> <p>Q17 - Oui effectivement, vous pouvez cocher les deux cases</p>
Q18	23/05	<p>Please explain the meaning of the term: local organization active in the organization of events. Please confirm whether the local authority can apply in the notice COOM/2012/04 or it could be a cultural institution or non-profit organization</p>	<p>The only condition is that the applicant has to be a legal entity having at least two years of existence / relevant experience.</p> <p>So, non-profit organisations, cultural institutions or local authorities who fulfil this condition could apply</p>
Q19	23/05	<p>The EP reserves the right to request broadcast quality</p>	<p>The European Parliament will not automatically request broadcast quality copies</p>

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		<p>copies of the rushes for further use. Applicants will then send by post hard copies with the technical specifications mentioned in the call.</p> <p>What I need to know now is if it is an obligatory condition, because as a regional tv who wants to participate in the call for proposals we cannot provide video in such format in future. The format requested is too expensive for us and if we were to make it, we would need to change all the existing equipment.</p>	<p>of the rushes for further use.</p> <p>When it does it will require the best possible quality, ideally respecting the technical specifications listed in the call for proposals.</p> <p>Although this point is of particular interest to the European Parliament, it does not constitute an exclusion criterion.</p>
Q21- Q27	23/05	<p>Q21 - Is it possible two or more organizations to submit a common application for partnership agreements 2012-2015?</p> <p>Q22. If an organization is not approved for partnership agreements 2012-2015 in the frame of the current year, is it possible the same organization to submit new application for the following period?</p> <p>Q23. Is it possible for an organization which has a signed partnership agreement with the EP 2012-2015, to apply for "Call for proposal for grants" in partnership with another organization?</p> <p>Q24. What kind of requirements are there for these partners organizations?</p> <p>Q25. If the partnership organizations are eligible, how their participation is reflected in the application form? What kinds of documents are required from the partnership organization? Does the funds redistribution have to be reflected in the budget form?</p>	<p>Q21 - It is not envisaged to have consortia as partners. In that case you should submit an application by the organisation that fulfils all eligibility criteria. If both fulfil all criteria, one organisation could be in the lead: in the application for partnership you should include the information concerning both organisations. Finally, it is also possible that both organisations apply for partnership. (see also questions 7 and 37).</p> <p>Q22 - Yes you can submit a new application for the following period.</p> <p>Q23 - The application for the grant will have to be submitted by the organisation that is a recognised partner. The other organisation can implement part of the action as subcontractor. This will have to be clearly mentioned in the proposal for action. If both organisations are a partner of DG COMM, they could submit a joint proposal.</p> <p>Q24 - If this organisation is subcontractor, there are no specific requirements, but any subcontractor will need to have the operational capacity to implement part of an action.</p> <p>Q25 - See previous question, it has to be clearly reflected in the application form which part of the action will be implemented by a subcontractor.</p> <p>Q26 - Yes, this is possible.</p>

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		<p>Q26. Is it possible two organizations which have been approved for the partnership agreement 2012-2015, to apply together for "Call for proposal for grants"?</p> <p>Q27. Is it possible for an organization which has signed a partnership framework agreement, to have its submitted projects approved for each year of the framework agreement duration?</p>	<p>Q27 - Once an organisation is approved as partner, it can submit each year funding proposals. There is no obligation for DG COMM to finance all projects. Each project will be assessed by an evaluation team.</p>
Q30 Q56 Q58	24/05 29/05 29/05	Does the supporting documents (recommendations, annual report etc) of the application for partnership agreements must to be done in English - or it is possible to send them in native language?	Supporting documents may be submitted in the Member State's language. The application form must be submitted in English language.
Q31 Q33 Q34 Q38 Q42	23/05 23/05 23/05 23/05 24/05	Question sur l'éligibilité de certains types d'action	<p>L'objectif général du programme de subventions est de soutenir des projets visant à améliorer la compréhension du rôle et du fonctionnement du Parlement européen et à accroître l'intérêt du public pour cette institution.</p> <p>Quatre thèmes ont été retenus pour 2012 :</p> <ul style="list-style-type: none"> - Cofinancement des émissions télévisées - Cofinancement des programmes radio - Cofinancement des médias online - Cofinancement d'évènements spécifiques <p>Les types de projets éligibles au financement sont expliqués plus en détail dans les appels à propositions pour chaque thème (voir notre site http://www.europarl.europa.eu/aboutparliament/en/00beb2559e/Subventions.html)</p> <p>Une comité d'évaluation va examiner l'éligibilité des actions pour lesquels une demande de financement a été introduite.</p>
Q32	23/05	Un média qui travaille depuis plus de trente ans à	Votre radio devrait satisfaire aux critères énoncés dans l'appel à proposition, à

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		<p>promouvoir diverses actions locales, mais a su depuis longtemps s'ouvrir à des échanges avec plusieurs pays européens pourrait répondre aux exigences de la démarche présentée.</p> <p>Nos moyens techniques et financiers étant limités, nous ne pouvons pas envoyer de correspondant à Strasbourg ou Bruxelles. Le fait de suivre les actions locales soutenues par l'Union Européenne serait-il suffisant pour présenter un projet radio?</p>	<p>savoir:</p> <ul style="list-style-type: none"> Ø être diffusée à un niveau pan-européen, national ou régional dans un des Etats-Membres. Ø avoir le statut officiel de station de radiodiffusion. <p>Dans ces conditions votre candidature serait éligible pour un partenariat cadre.</p>
Q36	24/05	Can television actions be eligible for broadcast in a country outside of EU?	<p>In order to receive funding, you have to apply for partnership - To become partner you must be based in an EU Member State, an EFTA country (Iceland, Liechtenstein, Norway and Switzerland) or a candidate country for acceding to membership of the European Union (Croatia, FYROM, Iceland, Montenegro, Serbia and Turkey);</p> <p>For the theme on Television : The European Parliament is looking to co-finance all types of television programmes aimed at providing (European) citizens with information about the European Parliament.</p>
Q41 Q46 Q47 Q50 Q60 Q78 Q80 Q87	24/05 22/05 24/05 25/05 29/05 31/05 31/05 02/06	<p>Q 41+Q47 + Q50: Nous avons reçu une information sur les aides du Parlement sur la compréhension du rôle de l'institution. L'ensemble des documents sont en anglais, y a t il la possibilité de pouvoir recevoir ou un lien spécial pour pouvoir les avoir en français?</p> <p>Q 46 : Is it possible to receive the information on the EP grants programme in German</p> <p>Q80-87: In what language do we need to submit the</p>	<p>Q41 + Q47 + Q50 - Nous avons demandé la traduction en 5 langues (FR/DE/PL/ES/IT) - Le délais (indicatif) est de 6 juin pour les document partenariat et 13 juin pour les actions . Ces documents seront publié sur le site dès que possible</p> <p>Q46 - The documents will be available in 6 languages (EN/FR/DE/PL/IT/ES) on 6 June for partnerships and 13 June for action grants</p> <p>Q46 - They will be made available on the EP's internet site http://www.europarl.europa.eu/aboutparliament/en/00beb2559e/Grants.html</p> <p>Q80-87: In order to facilitate the work of the evaluation committees, the</p>

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		application form.	application forms are to be submitted in English.
Q43 Q44	24/05	<p>Q43 - Je souhaiterais savoir si cet appel à proposition est ouvert aux entités privées. Si c'est le cas, je souhaiterais soumissionner, à l'appel à projet du 15 Juin prochain, en proposant une projet global de communication sur le Parlement Européen, intégrant une communication webmedia, à l'attention des citoyens.</p> <p>Q44 - Je souhaiterais aussi savoir si le champ d'action du projet se limite à l'état membre dont la structure porteuse est originaire (dans mon cas, la France) ou si ce champ peut être étendu à d'autres états membres ?</p>	<p>Q43 - Les entités privées sont éligible pour obtenir des financements (sous condition qu'ils existent depuis 2 années et constitués dans un pays membre de l'UE)</p> <p>Pour la période 2012-2015 nous finançons seulement des actions mis en œuvre par des organisations qui ont signé un contrat cadre avec la DG COMM Si vous souhaitez obtenir le financement d'une action sous les fonds 2012, il faut introduite deux demandes:</p> <p>a) une demande pour devenir partenaire avant le 15 juin 2012 b) une demande de financement de votre projet avant le 22 juin 2012 (voir document sur le site qui seront disponible en version français à partir du 6 juin (partenariat) et 13 juin (actions). Q44 - le champ d'action du projet peut bien sûr s'étendre en dehors de l'état membre "d'origine", cela serait même un atout pour le projet.</p>
Q46	24/05	Une radio web est-t-elle radio ou web, pour votre programme d'aide à la "Communication"?	<p>Comme spécifié dans le texte de l'appel à proposition, les partenariats cadres dans le domaine de la radio sont destinés aux seuls organismes disposant d'un statut officiel de station de radiodiffusion.</p> <p>Dans le domaine du Web, les partenariats cadres sont destinés aux organismes légalement constitués ayant un rôle établi dans le domaine d'activités (avec un minimum de deux années d'activités appropriées on-line).</p> <p>Dans votre cas si votre organisme satisfait à ce critère, votre dossier de partenariat cadre devrait être introduit dans le domaine du Web.</p>
Q47 - Q48	24/05	Q47 - If we send a proposals for specific an specific project planned for 2012, when should will we know if the proposal has been approved?	Q47 - Partnership agreements will be signed by 15 September. Partners whose projects are selected will be notified by 30 September

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		Q48 - In relation to the grant, we would also like to know the provisional calendar to receive the amount of money. If you accept our proposal for an specific project developed in 2012, when will we approximately receive the grant, at the end or at the beginning of the project development?	Q48 - Grant agreements will be signed in October 2012 and they cover the period 1/11/2012 till 30/06/2013. A first payment of 50% is made upon signature of the agreement.
Q49	25/05	Is there any contradiction in applying for a subvention being a university	Any organisation (including universities) which exist for more then 2 years and is based in an EU Member State can apply
Q51	25/05	In which category do I apply if I plan the development of an app for smartphones, connected with some events with young first-voters	As a principle the candidate should apply for the action (TV/WEB/RADIO or EVENT) which constitute the core of its proposal (e.g. : A TV broadcasting during an event should apply in the TV section).
Q53	28/05	I wanted to ask if the grant is treated as a public aid. I am concerned about the de minimis aid ??	The de minimis rule concerns State aid = aid granted by Member States The grants of the EP do not fall under the scope of the de minimis aid http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2006:379:0005:0010:EN:PDF
Q54 Q40	28/05 24/05	My communication company is just established. I know that the condition for signing a partnership is to have a minimum of two years experience. Is it also a condition required for proposals limited to 2012? My team and I are experts in communication and for over 20 years we have worked for others on television, but just we created our own company. Does this fact prevents us from presenting any call for European cofinancing?	Only organisations that are recognised as partner of DG COMM can apply for funding proposals. In order to become partner, the organisation has to be founded for at least 2 years. Newly created organisations will be rejected. You could of course explore if you could work together (as subcontractor) with an organisation which fulfils the criteria to become partner
Q55	29/05	Is a state owned company (Public Limited Company) considered as public body? Do you use the expressions "public authority" and "public body" as synonym?	Yes indeed, a state owned company is considered as a public body/public authority
Q62	25/05	We are now applying for „Application form for	It is sufficient that your fill in DG Communication.

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		partnership“ and we do not know what we have to write in field „Union Programme concerned“. We received a grant from DG COMM in 2011.	
Q63	29/05	Est-il possible de bénéficier d'un financement du programme de subventions dès lors que nous ne pouvons pas présenter de documents financiers. En revanche, nous pouvons sans problème fournir un prévisionnel.	Il faut être constitué pendant au moins deux années pour devenir partenaire de la DG COMM (voir point 2.1 de l'appel à proposition partenariat). Sinon votre organisation n'est pas éligible pour les financements.
Q64	29/05	The financial guidelines for the applicants. state that “...where implementation of a grant project requires the award of a procurement contract with a value of more than 60.000€ the beneficiary is obliged to follow the EU procurement rules and provide all details within the final reports”: 1) Is the 60.000 EUR limit applied to a single particular procurement or is it applied to all sub-contracting costs (i.e., if the 60.000 EUR limit is exceeded, the EU procurement rules will be applied to any procurement regardless of its costs)? 2) Bearing in mind the 60.000 EUR limit, do we have to take into consideration the nature of the services procured (for instance, payments of royalties, translation costs, etc.). If the costs of the royalties exceed the above-mentioned limit of 60.000 EUR, does that mean that all payments of royalties have to be executed following the EU public procurement rules?	The ceiling of 60.000 Eur refers to a single particular procurement. However, if you have several identical purchases then you have to consider the total amount of the identical purchases In respect of your example on translation, royalties, or other services : as mentioned - the ceiling is per individual purchase, however grouping together identical (similar) purchases
Q65 Q34	25/05 24/05	Questions sur le type d'organisation qui sont éligible et sur les types d'action que la DG COMM finance	Pour la période 2012-2015 nous finançons seulement des actions mis en œuvre par des organisations qui ont signé un contrat cadre avec la DG COMM Seul des entités légales constituées au moins deux seront éligible comme partenaire (voir section 2.1 de l'appel à proposition pour devenir partenaire)

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			<p>http://www.europarl.europa.eu/aboutparliament/en/00beb2559e/Subventions.html</p> <p>Nous finançons des actions dans le domaine de la télévision, radio, web et événements (voir les appels concernés sur le même site)</p> <p>Si vous souhaitez obtenir le financement d'une action sous les fonds 2012, il faut introduite deux demandes:</p> <p>a) une demande pour devenir partenaire avant le 15 juin 2012 b) une demande de financement de votre projet avant le 22 juin 2012.</p>
Q66	29/05	General questions on the type of actions to be financed	<p>For the period 2012-2015 we will only finance actions of organisations with whom we signed a framework partnership.</p> <p>DG COMM co-finances projects in the area of : television, radio, web, events</p> <p>Full details on the procedures, the conditions to become partner and the type of actions that can be financed are on the website http://www.europarl.europa.eu/aboutparliament/en/00beb2559e/Subventions.html</p>
Q67- Q69	29/05	<p>Q67 - If we are submitting application for partnership till the 15 of June, in how long time we would get answer? It is question also about 1st call for proposals submitting till the 22 of June - do we know till 22 of June, that we became as partners or not (is there notion to submit project application already to 1st call on 22 of June, if we weren't partners before)?</p> <p>Q68 - Can we include in Application form for partnership and in Call of Proposals also experience of our cooperation partners organization, who will work on projects together with us? And does it gives more points in evaluation?</p>	<p>Q67 - There is an evaluation committee which will assess the applications for partnership and the applications for actions. The work of this evaluation committee will take place in the period July/September - You will not have the results of your application for partnership before 22 June.</p> <p>Q68 - Yes, you should include the experience of partner organisations. It will be an important element in assessing if your organisation has to operational capacity to become partner.</p> <p>Q69 - An organisation which does not exist for at least two years can not become partner</p>

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		Q69 - To become a partner, in Application form for partner is asked organization experience more than 2 years. Does it mean, that young media organization (in this case TV), registered less than 2 years can't become as partner?	
Q70	30/05	. If it is possible to submit a single project for all the media integrating the group, is it necessary to submit an application for each area (online projects, TV station and radio station)?	The 4 areas each have a different budget envelope and a different evaluation committee Therefore they should submit an application for each area
Q71	30/05	L'association CRISTEEL (Centre Régional d'Information et de Soutien Technique aux Echanges Européens en Lorraine) souhaite répondre à l'appel à projet 2012/14 concernant la communication sur le rôle et le fonctionnement du Parlement européen. Nous sommes labellisé Centre Europe Direct par la Représentation française de la Commission Européenne depuis 2004, cela vous semble-t-il être incompatible ou au contraire, représenter un atout ?	
Q79	31/05	The maximum rate of co-financing is 80%: can the remaining 20% be workforce (for example workforce from a theater, the location of the event)? Or does it need to be a financial sum? (NB: the maximum co-financing rate was revised to 70% for the 2013 grants)	It should be a financial sum

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Q1' Q3' Q23'	5/11 7/11 22/11	<p>- Although we have received an e-mail stating that we are eligible and approved for FPA, we have not received an FPA to sign. We were told that we will receive an FPA only if approved for the 2012 grant for which, regretfully, we were not. So, could you please tell us are we eligible to apply for the 2013 call, are we approved for FPA and if we are when will we receive an agreement?</p> <p>'- Based on the approval of our partnership application, will a contract will be drafted between [...] and the European Parliament, or will that only be signed after a proposal of [...] will be approved by the EP.</p> <p>-We have received information from you that our partnership application was accepted. Now we are preparing a project for 2013 grants in TV field. But till this moment we haven't received from you partnership contract. We received only official letter about partnership accept. Don't we need partnership contract?</p>	<p>You will be requested to sign a framework partnership agreement only if your application for grant is successful.</p>
Q2'	5/11	<p>- Concernant l'appel 2013 de la DG Communication du Parlement Européen, la période couverte va du 1er avril 2013 au 30 juin 2014. La période éligible couvre donc le moment spécifique des élections Européennes de juin 2014. Dès lors, le Parlement Européen attend-il dans les projets déposés au 30 novembre 2012, de voir nécessairement couverts : la période électorale (depuis la dissolution du Parlement), le jour même des élections</p>	<p>Les seuls critères à respecter sont ceux énoncés dans l'appel, i.e. respect de la période d'éligibilité maximum (1/4/13 -30/6/14), objectifs, etc. Vous êtes libres de présenter une proposition qui réponde à ces critères et objectifs de la manière qui vous semble la plus appropriée.</p> <p>Veillez par ailleurs noter que l'appel à propositions pour les projets 2014 couvrira sensiblement la même période + 1 an</p>

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		européennes, ainsi que les résultats de ces élections ? Ou le prochain appel spécifique pour 2014 couvrira-t-il aussi la période des élections européennes ? (comme c'est le cas de l'appel 2012 qui couvrait la période jusqu'à juin 2013 alors que cet appel-ci commence en avril 2013...)	
Q4'	08/11	I want to ask whether organisations who are invited to sign a contract for the 2012 grants are eligible to submit an application for this call as well	You are indeed welcome to submit a new grant application
Q5' Q15' Q24'	08/11 15/11 22/11	<p>- Will a list of selected Partners be public on the EP website or will it be distributed among selected partners?</p> <p>- Is it also possible to get a list of organisations that have signed framework partnership agreements in 2012</p> <p>- As a partner organisations could we ask of a list and contact information of all the partner organisations. We could use this list for future partnerships</p>	Only the names of organisations having received a specific grant are published on the European Parliament's website.
Q6'	08/11	-The call for proposal indicates that 'Each grant awarded may cover up to a maximum of 70% of total eligible costs as presented in the budgetary estimate in the application form'. It would be very convenient for us to know what the exact conditions of the co-financing is for the remaining 30%. The General Principles on co-financing indicated in the Financial guidelines for applicants, it is mentioned that 'these other funds can either be the beneficiary organisations own financial	<p>- By outside "organisation", it should be understood external funding</p> <p>- You may submit several bids</p>

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		<p>resources or funding from another outside organisation. Our question is whether the 30% can be co-financed with funds from other EU projects/institutions or only external funding</p> <p>- Will it be possible to apply for one project (or series of events) only, or can we submit several bids (for non-related bids)?</p>	
<p>Q7' Q9' Q10' Q13' Q25'</p>	<p>8/11 12/11 12/11 14/11 22/11</p>	<p>- Is it possible to do a joint proposal with other selected Partners for the call?</p> <p>- Can we apply for the call for proposals in partnership with another organization which doesn't have partnership agreement with EP (our Institute was approved for "Events" and will be the leading organization)?</p> <p>- Will the DGCOMM have the capacity to propose two selected Partners to do a joined project in order to complement each other areas of expertise?</p> <p>- Could you specify whether under the eligibility rules it would be possible to submit a joint project by 2 organisations having submitted an application for a partnership agreement.</p> <p>- Can we be applicants and have partner organisation on the project that would according to description of the project activities be in charge for coordination of all activities of our joined project and would for that also have budget line in project budget, that one person from</p>	<p>It is not envisaged to have consortia as partners. In that case you should submit one application, either by the organisation that fulfils all eligibility criteria or if both fulfil all criteria, one organisation should be in the lead. In the application for partnership you should include the information concerning both organisations.</p>

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		<p>their organisation would be employed for this project in their organisation and not directly in our organisation. Would this be eligible from all points of your call</p>	
Q8' Q14'	09/11 14/11	<p>The necessity to have a "framework partnership" is not clear to some potential applicants - and whether they are eligible to now submit a "specific grant proposal" -- and by which deadline</p> <p>- I miss the Call for proposals for partnership agreements (closing date 31st of October 2012). Will be by September 2013 the next call? May I participate to the specific call for proposal (tv, radio, web, events) without Framework Partnership Agreement?</p>	<p>There are several rounds of application for partnership</p> <p>1- up to 15 June 2012 for partnership 2012-2015= i.e in order to introduce a request for specific grant under the 2012 budget by 22/6/12</p> <p>2- up to 31 October 2012 for partnership 2013-2015 (NB: Deadline was initially set on 30/9/12 but was revised to 31/10/12 as indicated on our website)= i.e. in order to introduce a request for specific grant under the 2013 budget by 30/11/12</p> <p>3- up to 30 September 2013 for partnership 2014-2015= i.e. in order to introduce a request for specific grant under the 2014 budget (deadline not yet published)</p> <p>- Only organisation who have applied for partnership may be awarded a grant in the context of this grant programme.</p> <p>We therefore invite you to submit your application for partnership by 30 September 2013 in order to be able to submit an application for a specific grant under the 2014 budget.</p>
Q11' Q16' Q18' Q26'	12/11 15/11 16/11 23/11	<p>- Is it possible to cover the additional salary of the core staff assigned to the action for the extra-work related to the project from the grant? Can we and put the additional salary of the personnel under eligible costs specified in section 2 A.1 of the grant application form (p. 5, BREAKDOWN OF ELIGIBLE COSTS BY CATEGORY A.1 Personnel costs)?</p> <p>- All the members work on a VOLUNTARY basis without receiving any money. Therefore, we cannot</p>	<p>- As you may have seen from the financial guidelines for applicants published at http://www.europarl.europa.eu/tenders/1_5-Guidelines_ENoriginal.pdf, page 7, real staff costs (actual monthly salary cost to the employer for employing that person multiplied by the number of full months that person will work on the project) must be provided in section 2 A.1. These costs may correspond to additional salaries, as long as they are justified on the basis of supporting evidence.</p> <p>- If there are no staff costs, no related supporting documentation will be requested.</p>

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		<p>submit payment confirmation as required in the personel cost category.</p> <p>- An den Projekten werden mehrere Mitarbeiter arbeiten, allerdings wird kein Mitarbeiter die 15 Monate non-stop damit beschäftigt sein. Wie berechnet man in diesem Fall die anteiligen Lohnkosten von Mitarbeitern?</p> <p>- Unsere beiden geschäftsführenden Inhaber werden stark in die Projekte involviert sein, nun stellt sich uns die Frage, wie wir deren Unternehmerlohn bei dem Punkt «A.1 Personalkosten» aufnehmen sollen?</p>	<p>- Fuer solche Frage verweisen wir auf die finanzielle Leitlinien für Antragsteller , die an http://www.europarl.europa.eu/tenders/1_5-Guidelines_DE.pdf) zur Verfuegung stehen</p> <p>-Sie sollen die Unternehmerlohn, genau wie die anderen Personalaufwand, aufnehmen, das heisst "den realen Personalaufwand umfassen: tatsächliche monatliche Lohnkosten für den Arbeitgeber für die Beschäftigung der Person, multipliziert mit der Anzahl der vollen Monate, die diese Person im Rahmen des Projekts beschäftigt ist".</p>
Q12'	13/11	What is the meaning of "european dimension" in the call for proposals for online media?	In this context, "European Dimension" means that the projects financed in the field of online media should go beyond the mere national aspects and offer a Pan-European perspective of the subject matter of the project. The purpose of such projects being to raise awareness and encourage wide public interest in the European decision-making process and to contribute to European citizenship, it is very important for the citizens to be aware of the efforts of the different Member States and of the European Union, and notably the European Parliament, to deal with such or such topic.
Q17' Q22'	15/11 21/11	Les formulaires de demande de subvention fournis sur le site Europa sont en français (voir pièce jointe). Pouvons-nous les remplir en français ?	L'appel précise que les formulaires de demande de subvention doivent être remplis en anglais
Q19'	19/11	On the first page of the application form we should fill in three sections about the financial part of the project.	This sections refers to the percentage of the requested grant in the total budget

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		<p>Could you let me know what should I put in this section : Requested co-financing rate (maximum: 70%): Should it be the percentage of the requested grant in the total budget or the sum of our co-financing?</p>	
Q20'	19/11	<p>I wanted to ask if this will be the last call for actions that will cover projects that should be carried out previous to the European Elections in 2014.</p>	<p>According to the multiannual grant programme, specific calls for proposals for the funding of projects in 2014 will be published in 2013 (no detailed planning is available yet). In addition, you can see on the cover page of the specific calls for proposals 2013 that the projects should be implemented between 1 April 2013 and 30 June 2014 maximum (maximum duration of 15 months).</p>
Q21'	20/11	<p>In the document Financial guidelines for applicants pg 5 - 2.3 General Principles we read “Internal invoicing within an organisation or invoicing between partner organisations working together on the project is not considered as being eligible expenditure. No form of task costing or service charges, levied on the Parliament by the beneficiary or project partners, will be considered as eligible expenditure as this is not a commercial procedure.”</p> <p>So can you clarify if a partner organization like a University that have the operational capacity and the competences to implement a part of an action could be considered a subcontractor and/or the people of the University that works in the project (for an extraordinary work!!!) could be paid directly by the project’s lead or by the University as subcontractor of the project’s lead???</p>	<p>Please refer to section 3.2 on the types of eligible costs where you can find further information on staff costs and subcontracting costs.</p> <p>The purpose of the paragraph on internal invoicing mentioned below is to illustrate the non-for-profit rule.</p>

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Q27'	23/11	Please clarify chapter 4. Supporting documents, last entry "Financial Identification Form (provided in Annex) duly completed and signed by an authorised representative (Not applicable to organizations who have signed a framework partnership agreement in 2012). We have received only the letter (scroll below) that our request has been accepted and we are eligible for applying to grants in 2012, 2013 and 2014 under the DG COMM grants programme. So, is it taken as a partnership agreement and we don't have to fill in any other Financial Identification Forms?	As you have not signed a Framework Partnership Agreement (FPA) with the European Parliament, you <u>are required</u> to fill in the financial identification form. Only organisations who have successfully applied for a grant have been requested to sign a FPA.
Q28'	23/11	Does the framework agreement we have in the field of INTERNET exclude us from proposals/projects in the field of EVENTS?	You are registered as a partner of DG Communication of the European Parliament in the field of web but not in the field of events. You are therefore not eligible to submit an application for a grant under theme 04 (events). In order to do so, you are required to request an extension of your FPA to the field of events (new application for partnership indicating your partnership reference number) so that the European Parliament can assess the operational capacity of your organisation in this field. Please note that the next deadline for application for partnership is 30/9/2013. If your application is successful, you will be eligible to submit an application for a grant in the field of events under the next specific calls for proposals for projects 2014
Q29'	27/11	What kind of cost would be a mobile device as a prize for the winner of the competition, which will be organized during the project to attract youngsters. Is it categorized as "Costs of consumables and supplies" (fully refunded value)?	Please refer to the financial guidelines for applicants published at http://www.europarl.europa.eu/tenders/1_5-Guidelines_ENoriginal.pdf according to which: <i>"Costs of consumables and supplies</i> These expenditures are eligible provided that they are identifiable and assigned

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			directly to the project. Such costs could include the costs of purchase of promotional materials, DVD's for recording purposes, notepads for a conference etc. Such costs must be clearly and directly related to the project proposed, be identifiable and supported with invoices."
Q30'	28/11	In relation to eligible costs, can I confirm that the travel and subsistence costs of volunteer leaders of our rural youth organisation are eligible for funding?	<p>Please refer to the financial guidelines for applicants published at http://www.europarl.europa.eu/tenders/1_5-Guidelines_ENoriginal.pdf, and notably section 3.2 on the types of eligible costs, page 7:</p> <p><i>"Travel costs, accommodation and subsistence allowances</i></p> <p>Costs incurred for running the project justified with invoices paid, for hotel accommodation and travelling costs, if a per diem is paid these should be justified with a receipt signed by the person receiving it. These costs must be based on real information concerning travel costs and should be limited to reasonable rates available on the market."</p>