

Frequently Asked Questions

for the Public Call for Proposals for non profit organisations “Recraft the Past: Build Up the Future” (CFP 02-2022)

I. General Eligibility Criteria

Q1. Are Local Public Companies eligible for support under this Public Call?

The Local Public Companies (Utility Companies) are not eligible for support under this Call.

Q2. Are individuals eligible for support under this Public Call?

Individual applicants who are not registered as a non-for-profit organisation or other type of eligible organisation (e.g. as an academic institution), are not eligible for support under this Call. However, they may be incorporated as experts to either the Lead or the partner organisation and be shown in Part 1. (Human resources) of the Budget template.

Q3. Aside from the organisations listed in the Public Call (*NPOs/ CSOs, associations, social enterprises, innovation hubs and labs, research institutes, RDAs, LEDAs*), can the private business companies, including consulting companies, which offer services in the areas of arts, crafts and culture, tourism, business start-up support consulting, et cetera, within the defined territory of the Programme be considered eligible for support?

The organisations which can be applicants / partners within this Public Call should have **not-for-profit** defined in their Founding Act (Statute) and the Court Registration Act and they need to meet the other criteria for their applications to be taken into consideration for evaluation. Consulting companies which provide support to other for-profit or not-for-profit entities on a commercial basis can only be engaged in the project as service providers.

Q4. Can a Higher Educational Institution be an applicant under the category of Academic Organisation? Is a Centre for professional development (registered for research and education) eligible for support?

Academic organisations are eligible to apply for as long as they are legally registered as **non profit** organisations and fulfil the other criteria of the Call.

Q5. Can an organisation apply once as a partner and once as a lead partner?

An organisation may submit more than one application to this Call, but it can only be awarded one grant, be it as a lead or as a partner organisation.

Q6. Does a partner organisation have to be from Albania?

Yes. They must be registered in Albania, in accordance with the laws of Albania.

Q7. Does a lead organisation have to be from one of Programme Municipalities?

The Lead Applicant organisation does not have to prove it has direct experience in the administrative territory of the municipalities of Durrës, Kavaja, Rogozhina or Kruja. Such experience is recommended but it is not a must.

II. Financial Budget Allocation and Cost Share Contribution

Q8. Are the expenses of renting an office considered as operational costs?

Yes. Operational costs include the cost of renting a working space and as such are not eligible costs.

Q9. If an applicant is a not-for-profit organisation and a partner on the project is a for-profit organisation, is it necessary to provide a cost share contribution and in which amount?

For-profit organisations are not eligible for support under this Call.

Q10. Can the cost share contribution of implementing organisations be used for funding the employees' salaries?

Staff salaries are part of human resources costs for the project team hence they should not exceed a rational percentage of the total project costs, depending on the nature of the project proposal. The organisation(s) which has/have committed to cost share contribution, should transfer it to the project bank account from which all eligible expenses, included in the budget, will be covered.

Q11. Can the rental cost of a space for capacity building activities be considered as a cost share within the project budget?

No. The organisation(s) that is/are sharing costs in funding the project, must transfer those funds to a project bank account from which all eligible costs, as foreseen in the budget, will be paid. Renting premises for offices does not constitute acceptable costs. Renting premises for specific project related activities outside of the organisation offices could be eligible costs.

Q12. Could purchasing of work premises be included in the project budget?

No, the purchasing of work premises is not an eligible cost under the condition of this Call.

Q13. In the Call it is stated that the maximum amount of grant award is USD 60,000. Does this mean that the cost share of EU4Culture in the total costs of the project can be USD 60,000, and the applicant's cost share should be e.g. USD 3,000 or the maximum value of the project budget should be USD 60,000 including the cost shares of both EU4Culture and the applicant(s)?

The maximum amount of support (USD 60,000) means that EU4Culture may participate in the overall cost of the project with a maximum of EUR 60,000, and the applicants should secure additional funds from their own sources.

III. Scope

Q14. Do the proposed actions have to respond to both specific objectives of this Call?

Not necessarily. All actions under this Call should contribute directly to the attainment of the overall objective through activities that aim to achieve either the first or the second objective OR both of them.

Q15. Is it justifiable or not to engage in activities with manufacturers of alcoholic drinks which are registered to produce wine, beer, brandy and other alcoholic drinks?

Activities related to the manufacturers of alcoholic drinks are not supported by this Public Call. Activities related to the manufacturers of fruit registered for fruit processing (but not registered to produce alcoholic drinks) are eligible for support under this Public Call.

Q16. Can project activities be connected to other ongoing activities of the organisation?

Activities may succeed or be linked to other projects. However, funds from this Call cannot be used for activities already financed from other donating sources.

Q17. In the Call it states that the activities aimed at strengthening the internal capacity of the implementing organisations should not exceed 20% of the total project budget. Does the procurement of equipment fall within the strengthening of the capacity or not? That is, if the project is aimed at procuring equipment which will help the activities of a start-up or small business initiative and increase its capacity and that of the implementing organisation itself, is there a 20% limit regarding the budget?

The limit of 20% does apply to the activities aimed specifically at strengthening the capacity of an organisation for supporting business activities such as training, seminars, and other types of instruction for employees within the organisation which will be trained/coached for the purpose of providing better services or providing new services in the future. If the equipment procured is of immediate benefit for the start-up or small business initiative targeted by the project, it will not be subject to the 20% limit.

IV. Application Procedure

Q18. Can the application form be filled in and submitted in the Albanian language?

Application forms are to be filled in and submitted in the English language only.

Q19. Should all project actors be listed in the part of the application form that relates to human resources? Is it necessary to send CVs for all of them?

The application form should include the key human resources (Project Coordinator, Finance and Procurement Officer) and the resources that will add value to the project itself (certain expertise that you feel important to point out).