

**Interreg**



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**IPA** Croatia – Serbia

**Interreg VI-A IPA Croatia – Serbia  
2021-2027**

**1<sup>st</sup> Call for Proposals**

**QUESTIONS AND ANSWERS**

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## 1. GENERAL

**Q: Javljam Vam se iz Udruge za zaštitu prirode i okoliša Zeleni Osijek s upitom vezanim uz postizanje programskih Output Indicators.**

**Je li moguće da, osim obveznih indikatora RCO84 i RCO116 te proizvoljnog RCO83, projektom u okviru PA2 (S.O.2.4.) doprinesemo i ostvarenju drugih indikatora koji se prema uputama odnose na druge specifične ciljeve?**

**Primjerice, ukoliko projekt sadrži edukativne aktivnosti, može li uz obvezne indikatore pridonositi i ostvarenju indikatora RCO85?**

**Ukoliko ne, pod koji RCO se smatraju edukativne aktivnosti i treninzi u okviru PA2, S.O.2.4.?**

**A:** According to 1st Call for Proposals Guidelines for Applicants in order to apply for funding under this CfP, an application **must refer to only one** of the PA and **one Programme SO**, even in case of an application where some activities might also fall under more than one PA. Please note that educational activities and trainings are acceptable even though RCO85 is not envisaged under S.O.2.4.. In that case, it will not be counted as a contribution to the indicator.

**Q: Ljubazno Vas molim odgovore na sljedeća pitanja vezana za unos u sastavu JEMS.**

**1. Output RCO87 u WP1 su nam osnovane 2 organizacije. Navodimo li ovdje ciljanu vrijednost "2" ili "1"?**

**2. Output RCO77 u WP3 nam je izrađena nova ruta.**

**S obzirom da imamo ukupno 2 outputa, na radionici je rečeno da moramo imati isto toliko rezultata projekta (molimo potvrdu ovoga).**

**3. Rezultat projekta RCR84, stavljamo li ovdje ciljanu vrijednost broj 2 ili 1 (nastavno na pitanje 1.)?**

**4. Rezultat RCR77, broje li se ovdje isključivo rezultati posjetitelja novog lokaliteta koji je tek nastao iz projekta, što je kod nas nova ruta? Ili ovdje možemo brojati ukupan broj posjetitelja partnerskih organizacija (postojećih lokaliteta destinacije) pri čemu se susrećemo s problemom jer je "baseline" unaprijed popunjena na vrijednost "0,00", a nama je broj posjetitelja u 2022. godini (zbroy partnerskih destinacija 65.000 posjetitelja) što ne možemo unijeti kao baseline. Stavljamo li ovdje u ciljanu vrijednost u ovome slučaju broj posjetitelja koji će se povećati (npr 8.000 posjetitelja) ili stavljamo broj 73.000 što je zbroj dosadašnjih posjetitelja u godini + planirano povećanje?**

**A:** According to section 2.5 Programme indicators of 1st Call for Proposals Guidelines for Applicants Please note that under the Output indicator RCO87, the organizations participating in the project, that is, all project partners, are counted. This does not include organizations that would be newly founded as part of the project. The target value for the RCR84 result will depend on how many of these project partners intend to continue their cooperation after the end of the project, formalized by agreement during

implementation or in the year after the end of the project (not necessarily on the same topic as the project).

Further on, the Output indicator RCO77 includes touristic or cultural sites that have been improved by investments (infrastructural works, equipment). Here we would like to emphasize that concrete investments must be made in the intended locality ("tourist route" through already existing sights in a destination, without concrete new investments is not considered a contribution to this indicator - and therefore cannot be at the output level either). The result indicator that is related to RCO77 is RCR77 (number of visitors) - which in your case would be the total number of visitors on the new route. However, from your query we were not able to conclude what exactly your second output would be, but we would like to point out that the only possible option for output (and thus result) is the indicator on priority 4 (Tourism and culture) - except for RCO87 Collaborating organizations - investment in the improvement of the tourist/cultural site. If you plan two outputs (e.g. two investments in routes in different countries), you should enter both as outputs with a target value of 1, but connect them to the same program output indicator (RCO77), and thus to the same result indicator (RCR77). In that case, your visitor target values for the result indicator will depend on how many visitors you plan to have at which location.

Result indicator RCR77 (also mandatory for all projects supported) Visitors of cultural and tourism sites supported counts the estimated number of annual visitors of cultural and tourism sites supported by the projects. 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.

In conclusion, as explained at the workshop, output indicators are always linked to the corresponding result indicator. In the event that your other output cannot be linked to the output indicator because it does not meet the necessary criteria in the definition of the output indicator (e.g. it is not about improving the locality through investments), for example if it is a tourist hub/cluster or something similar, it can still be part of the project, but at the activity or deliverable level. It is not necessary that every WP has an output, but at the project level you must have mandatory indicators of that specific goal - specifically at SO 4.6 it would be at least 1 improved tourist/cultural locality, and the number of cooperating organizations.

**Q: Ijubazno Vas molimo konkretan odgovor na sljedeće pitanje:**

- 1. Partneru su na ćirilici izdani dokumenti od strane državnih institucija. Je li prihvatljiva dokumentacija o osnivanju (rješenje o upisu u registar) i financijska izvješća partnera na ćirilici?**

**A:** According to 1st Call for Proposals Guidelines for Applicants for **eligibility check of all partners**, supporting documents should be annexed to application (scanned as PDF and uploaded via Jems). It is therefore of utmost importance that these documents contain all the relevant information concerning the operation.

Where supporting documents are not in English or in the language of the participating countries (Croatia and Serbia), a translation into English must be attached and will prevail for the purpose of eligibility check.

**Q: Možete li pojasniti trebaju li se u aplikaciji pod točkom C.2.5. navoditi i nacionalne strategije (hrvatske i srpske) ili idu samo strategije na razini EU?**

**A:** In the Part C - Project description, section C.2 Project relevance and context, subsection C.2.5 Wider strategies and policies contribution, project should indicate and clearly describe contribution to a wider strategy on one or more policy levels (EU / national / regional).

**Q: Molim Vas za pojašnjenje u vezi ispunjavanja obveznih obrazaca. U obrascima „Lead partner statement“ i „Partnership statement“ kao godine za de minimis stoje 2020., 2021., i 2022. Zar ne bi trebalo biti 2021., 2022. i 2023. naručito što stoji objašnjenje " the institution I represent and all other entities belonging to the same company group as my institution have received the following contribution(s) falling under the de minimis Regulation during the previous three fiscal years (this being the current fiscal year and the previous two fiscal years)". I može li se u tom dijelu mijenjati obrazac?**

**A:** Please provide data for de minimis aid received as stated in table on page 4 of Lead Partner Statement, and on page 3 of Project Partner Statement (2022, 2021, 2020). Changing templates (annexes) of 1st Call for Proposals Guidelines for Applicants is not allowed.

## 2. ELIGIBILITY

**Q: U Prioritetu 4. Suradnja za održiviji i društveno inovativniji turizam i kulturu, Specifični cilj 4.6. Jačanje uloge kulture i održivog turizma u gospodarskom razvoju, socijalnoj uključenosti i socijalnim inovacijama, jedna od aktivnosti je Razvoj i provedba mjera za zaštitu, razvoj i promicanje održive kulturne baštine i kulturnih usluga , krajobrazne baštine, javnih turističkih dobara i turističkih usluga uključujući ulaganja u fizičku regeneraciju i sigurnost javnih prostora (uključujući infrastrukturu malog razmjera koja preferira rješenja temeljena na prirodi), u opseg njihovog uključivanja u turistički i/ili kulturni tok.**

**Je li prihvatljiva kao jedna od aktivnost u ovome smislu projekt energetske obnove i obnove pročelja zgrade zaštićenog kulturnog dobra, sjedišta vodećeg partnera na projektu, Filozofskog fakulteta u Osijeku?**

**A:** Eligibility of activities is subject of Step 2 (Quality assessment / Operational assessment criteria) of 1st Call for Proposals Guidelines for Applicants. Therefore, at this stage, we cannot provide information related to any of the eligibility criteria.

Please bear in mind that activities and related deliverables need to contribute to the project outputs which need to be captured by the Programme output indicators. Programme output indicators within PA 4 Cooperating for more sustainable and socially innovative tourism and culture, S.O. 4.6. - *Enhancing the role of culture and sustainable tourism in economic development, social inclusion, and social innovation* are RCO 77 *Number of cultural and tourism sites supported* and RCO 87 *Organisations cooperating across borders*. Both indicators are mandatory for all projects supported under PA 4. Please pay special attention to the definition of RCO 77: “Number of cultural and tourism sites supported by the Programme. The Programme will take into account only those projects that have in some ways invested in the cultural/tourism sites, directly through investments (small-scale infrastructure and/or equipment). Only sites for which the number of visitors can be quantified are to be taken into consideration “.

**Q: The project with the topic of Energy efficiency of public buildings is under preparation.**

**The problem is related to the partnership and refers to the following:**

**Is the Vukovar-Srijem County (potential partner on the project) allowed to have the activity of installing solar panels on the building owned by the Vukovar Home for the Elderly, of which the Vukovar-Srijem County is the founder?**

**If not, is there a possibility for the House to grant consent to the county for the installation of solar panels, so that the aforementioned activity could be realized?**

**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: Zanima me možete li mi dati više informacija vezano uz natječaj Interreg VI-A IPA Programme Croatia-Serbia? Naime, zanima me može li institucija sa sjedištem u Zagrebu biti partner na projektu. Drugo pitanje odnosi se na sufinanciranje, u propozicijama stoji "each partner must ensure at least 15% of co-financing", zanima me može li se 15% sufinanciranja odnositi na plaće postojećih zaposlenika ustanove. Radi se o instituciji čije su plaće financirane iz državnog proračuna. Smatra li se to sufinanciranjem?**

**A:** In order to be eligible for a grant, the applicant must meet all of the criteria in section 4.3.1. Eligibility of applicants/partners of 1st Call for Proposals Guidelines for Applicants. According to section 4.3.1. Eligibility of applicants/partners of 1st Call for Proposals Guidelines for Applicants the applicant must be established under the national law in the respecting participating country (Croatia and/or Serbia) regardless of the Programme area.

Co-financing of the operation via staff costs is not eligible under this Programme.

**Q: We have a question regarding eligibility of participation in the INTERREG IPA CROATIA-SERBIA programme.**

**We are development agency, 100 % owned and financed by the regional government, established as the limited liability company by the private law „Company Law of Republic of Serbia“ and based on the „Statute of AP Vojvodina“.**

**We are established for the specific purpose and our activities do not have industrial nor commercial character.**

**Each year, the difference between income and expenditures is reinvested into the further development and not distributed to the sole owner (regional government). We have all necessary documents (decisions and approvals) to prove this and we can send those documents to you as well(for each year of our existence).**

**Please inform us if we are eligible to be the project partner.**

**A:** Eligibility of applicants (partners) is subject of Step 1 (Admissibility and eligibility check) of 1st Call for Proposals Guidelines for Applicants (section 6.1). Therefore, we cannot provide specific information related to any of the eligibility criteria at this stage.

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 order to be eligible for a grant, the applicant must meet all of the following criteria:

1. 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;
2. be established under the national law in the respecting participating country (Croatia and/or Serbia);
3. applicants have to be registered at least 12 months prior to the deadline for the submission of applications;
4. 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).

Partners shall submit registration acts and/or decision on establishment in accordance with the relevant national law to prove legal personality.

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.

Please read carefully the whole section 4.3.1. Eligibility of applicants/partners and related footnotes.

**Q: Je li prihvatljiv prijavitelj i/ili partner gospodarski subjekt registriran kao društvo s ograničenom odgovornošću, čiji su osnivači 3 fakulteta, sveučiliše i poljoprivredni institut? Gospodarski subjekt osnovan je i ima sjedište u Hrvatskoj.**

**A:** Eligibility of applicants (partners) is subject of Step 1 (Admissibility and eligibility check) of 1st Call for Proposals Guidelines for Applicants (section 6.1). Therefore, we cannot provide specific information related to any of the eligibility criteria at this stage.



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 order to be eligible for a grant, the applicant must meet all of the following criteria:

1. 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;
2. be established under the national law in the respecting participating country (Croatia and/or Serbia);
3. applicants have to be registered at least 12 months prior to the deadline for the submission of applications;
4. 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).

The 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.

**Q: možete li definirati na što se odnosi local/government unit u sljedećem kontekstu prihvatljivosti prijavitelja prema uputama za prijavitelje: 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. 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.**

**Što bi u ovom kontekstu bile local and regional government units u Hrvatskoj i/ili Srbiji?**

**A:** Please consult the national legislation of each participating country regarding the definition of regional/local government. As an example of regional/local government units we can mention cities, municipalities, counties.

**Q: Javljam Vam se sa par upita vezano za projekt na ovom linku : <https://interreg-croatia-serbia.eu/health/>**

**Naime, jako sam zainteresirana za svaki aspekt ovog projekta te bih najprije htjela reci da je to predivno za vidjeti i voljela bih sudjelovati u izgradnji novog digitalnog podneblja!**  
**Vlasnica sam obrta koji se bavi web developmentom, dizajnom te digitalizacijom poslovanja za nove, a i one iskusnije poduzetnike kojima je mala pripomoć dobro došla prilikom ulaska u digitalni oblik poslovanja.**  
**Imam veliki interes u AI inženjeringu te radim svoje prototipe osobnih asistenata od modela umjetne inteligencije dostupne na internetu. Isto tako me zanima web3 i sve sto nam to donosi te vjerujem da se može osigurati besplatno privatno zdravlje upravo sa blockchain tehnologijom.**  
**Tako da, mene zanima**

- 1. kako i na koji način se ja mogu uključiti u to?**
  - learning platforma, edukacije na tri jezika, video edukacije, podcasti, skripte = način na koji ja mogu pridonijeti digitalizaciji populacije
- 2. Da li postoje nekakvi kriteriji / kakav oblik poslovanja moram imati da mogu biti partner za edukativni dio?**  
**A sto se tiče zdravstvenih inovacija:**
- 3. Ako bih htjela dati prijedlog za inovaciju u zdravlju sa blockchain tehnologijom, da li moram biti u partnerstvu sa nekom od bolnica ili svejedno nisam kvalificirana i za predlagati bilo kakve projekte?**

**A:** 1. The submission of applications is open to all applicants that meet the eligibility criteria set in Document Guidelines for Applicants (section 4.3.1. Eligibility of applicants/partners).

In order to be eligible for funding under the Programme, the applications should meet three (3) following sets of eligibility criteria:

1. Eligibility of applicants/partners;
2. Eligibility of activities;
3. Eligibility of expenditures.

Documents with detailed description of the objectives and rules of the 1<sup>st</sup> Call can be found here:

<https://interreg-croatia-serbia.eu/documents/documents-for-applicants/>

2. Eligibility of applicants (partners) is subject of Step 1 (Admissibility and eligibility check) of 1st Call for Proposals Guidelines for Applicants (section 6.1). Therefore, we cannot provide specific information related to any of the eligibility criteria at this stage.

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 order to be eligible for a grant, the applicant must meet all of the following criteria:

1. 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;
2. be established under the national law in the respecting participating country (Croatia and/or Serbia);
3. applicants have to be registered at least 12 months prior to the deadline for the submission of applications;
4. 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).

Partners shall submit registration acts and/or decision on establishment in accordance with the relevant national law to prove legal personality.

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.

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.

Please read carefully the whole section 4.3.1. Eligibility of applicants/partners and related footnotes.

1. Development and implementation of project activities must be coordinated/implemented jointly by all project partners resulting in contribution to project overall objective and project result. Moreover, a number of separately implemented activities on different sides of the border must contribute to one joint project objective/result in order to consider this criterion met.

Partnership must consist of at least two (2) partners from different participating countries (Croatia and Serbia). The maximum number of partners in application is five (5) for standard projects and four (4) for small-scale projects including the Lead Partner.

The project involves the relevant partners needed to address the territorial challenge/joint asset and the project objectives specified. With respect to the project's objectives, the project partnership must be balanced with respect to the levels, sectors, territory and consists of partners that complement each other.

Further information concerning your question can be found in section 4.3.1. Eligibility of applicants/partners of the 1st Call for Proposals Guidelines for Applicants.

**Q:** Dear Sir or Madam,

I am writing to you on behalf of the *National Alliance for Local Economic Development (NALED)*, related to 1st Call for Proposals Interreg VI-A IPA Programme Croatia-Serbia.

Please clarify the following.

The application documents state that *“Each partner is a financing partner and must ensure at least 15% of co-financing of its part of the project budget”* and that *“Co-financing rate is applied to each eligible expenditure under all cost categories (including preparatory and contracting and closure costs)”*.

Also, in document *“Programme Manual on Eligibility”* states that *“Co-financing of the operation via staff costs is not eligible under this Programme”*.

Our questions are, according to the above,

- What are all the allowed type of co-financing costs within the 15% co-financing from national sources/contribution and for which cost category? (what type of costs can be co-financed by national partners? what types of co-financing? financial/cash contribution? other national sources/funds from local and national level? other donor or other ?)
- How are staff costs not allowed to be co-financed (*Co-financing of the operation via staff costs is not eligible*), if it is necessary to provide 15% co-financing for all budget categories by each partner (including staff costs) as mentioned above and stated in the programme documents?

**A:** According to the 1st Call for Proposals Guidelines for Applicants the EU (Programme) co-financing rate is maximum 85% of the total eligible expenditures of the project. The partners of the two participating countries shall provide min. 15% co-financing. Each partner is a financing partner and must ensure at least 15% of co-financing of its part of the project budget (own funds, donations, loans, etc.). The Programme does not prescribe the source of the funds needed for the 15% of co-financing. Each eligible expenditure under all expenditure categories (including preparatory and contracting and closure costs) will be reimbursed by applying the Programme co-financing rate (max. 85%). Reimbursement of funds (max. 85%) during the implementation of the project to the Lead Partner/Project Partner is done following the approval of costs reported by the LP/PP in a given reporting period. Detailed procedure is described in Article 6 of Model Subsidy Contract, part of the application package.

During project 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.

Example: PP has budgeted staff costs in the amount of 100.000,00 EUR. In one report PP reports 10.000,00 EUR and after the approval procedure, the amount of 8.500,00 EUR is reimbursed to the PP. This applies to each eligible expenditure under all expenditure categories. The eligible and ineligible costs under each

expenditure category are listed in the document Programme Manual on Eligibility (<https://interreg-croatia-serbia.eu/wp-content/uploads/2023/04/Programme-Manual-on-Eligibility-HR-RS.pdf>).

Co-financing of the **operation (project) via staff costs** is not eligible under this Programme. This means that the wages of the people employed by the partner institutions and members of the project team, cannot be considered as 15% of co-financing. Co-financing rate is applied to each eligible cost under all cost categories including staff costs.

**Q: We are interested in applying for the INTERREG VI-A IPA CROATIA-SERBIA project, but we are not sure whether we are an eligible partner.**

**Caritas Serbia was founded as a national non-profit organisation based in Belgrade. According to the Statute, Caritas Serbia is mandated to operate in the whole territory of the Republic of Serbia. Also, through diocesan Caritas, we carry out projects within the territory of the diocese. Our question is whether we are eligible partner even though we are not registered in the territory in the program area?**

**A:** In order to be eligible for a grant, the applicant must meet all of the criteria in section 4.3.1. Eligibility of applicants/partners of 1st Call for Proposals Guidelines for Applicants. According to section 4.3.1. Eligibility of applicants/partners of 1st Call for Proposals Guidelines for Applicants the applicant must be established under the national law in the respecting participating country (Croatia and/or Serbia) regardless of the Programme area.

**Q: We are submitting a project proposal for the Interreg Croatia Serbia programme. Our idea is to build a charging station for electric vehicles and to purchase a few electric vehicles for our Municipality. My question is does the suggested idea apply to either the proposals of the programme area 2.4. Climate change adaptation or 2.2. Renewable energy, having in mind that electric vehicles lower the CO2 transmission?**

**A:** In order to apply for funding under this Call for Proposals, an application must refer to only one of the Priority axis and one Programme specific objective, even in case of an application where some activities might also fall under more than one Priority axis.

Please bear in mind that projects are required to establish a clear result-oriented approach contributing to the achievement of specific objectives thus result indicators of the Programme. Project overall (main) objective must clearly target one Programme priority specific objective within the chosen Priority axis. Project activities and related deliverables need to contribute to the project outputs which need to be captured by the Programme output indicators. In order to put your project idea under corresponding

specific objective you should consult 1st Call for Proposals Guidelines for Applicants, section 2.5.3.2. Priority Axis 2 - Cooperating for greener and climate change resilient programme area.

When selecting specific objective for your project idea, first, you should determine to which Programme Output indicators and Result indicators your project idea can contribute. Furthermore, please read carefully types of actions defined for each specific objective under section 4.3.2. of Guidelines for Applicants.

Please bear in mind that under *Specific objective 2.2.- Promoting renewable energy in accordance with Renewable Energy Directive (EU) 2018/2001, including the sustainability criteria set out therein* output indicators RCO84 and RCO116 and Result indicator RCR104 are mandatory.

Under *Specific objective 2.4. Promoting climate change adaptation and disaster risk prevention, resilience, taking into account ecosystem-based approaches* Output indicators RCO84 and RCO116 and Result Indicator RCR104 are mandatory.

**Q: Jeli zapošljavanje novih osoba, bilo od strane nositelja i/ili partnera projekta, prihvatljiva aktivnost/prihvatljiv trošak u okviru ovoga poziva?**

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 newly employed staff (working on a project during the project implementation). Newly employed staff can be engaged on the project only through an employment/work contract. Please note that engagement through a service contract (ugovor o djelu/delu) is not acceptable.

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. Further information concerning your question can be found in the section 4.5.1. Staff costs, Programme Manual on Eligibility.

**Q: EKO-SUSTAV d.o.o. is a company from Vukovar, Croatia that deals with energy efficiency projects, primarily the installation of photovoltaic systems. The company is 100% owned by the Vukovar-Srijem County and concluded 3 loan agreements with the county in 2020 in the amount of KN 400,000.00, and in 2023 2 agreements, one in the amount of EUR 40,000.00 and the other in the amount of EUR 60,000.00. Loans in our opinion are not de minimis support, nor is that term mentioned in contracts, but they serve to start a business, i.e. the acquisition of equipment for the installation of photovoltaic systems. Loans are repaid after 120 days or no later than 6 months after the contract was concluded.**

**We believe that since that amount of money that is received is returned, that it is not a matter of state support, but we just want to check.**

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).

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, de-minimis aid is acceptable under this Programme taking into account the set limits.

**Q: 1. Trebaju li Turističke zajednice dostavljati financijske dokumente (dobit, RDG)  
2. Turistička zajednica ima svoj pravilnik o vrstama nabave. Zanima nas da li TZ nabavu treba provoditi prema nacionalni pragovima ili može koristiti svoj pravilnik?  
3. Jesi li prihvatljive dnevnice partnera i drugih sudionika (obrtnici, poduzetnici) kroz studijska putovanja koja će putem nabave organizirati vanjski stručnjak?**

A:

- 1) 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 act 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.

In addition, private partners (e.g. NGOs, limited liability companies and shareholders companies 100% owned by the state, regional/local government units) 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.

- 2) Please note that this question concerns the implementation of the project and it is not related to the provisions of the 1st Call for Proposals. Provisions related to implementation rules and therefore the public procurement rules will be defined within the Project implementation manual which will be available for projects when they start with the implementation.
- 3) 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: We are preparing a project proposal as part of program priority 3 - Cooperating for a healthier and more inclusive program area, with the main aim of improved access to social services in the local community. Infrastructural improvements and the establishment and implementation of 4 new community services are planned in the program area of Vukovar Srijem County and Mačva Districts.**

**Is it acceptable for the project partners to establish different services in their area - for example, a counseling center and a daycare center in the Vukovar Srijem County, and respite accommodation and assisted living in the Mačva District? These are all new services in the community for vulnerable groups that lead to the deinstitutionalization process, which is one of the goals of the program/project, however, they are not similar in the sense that the same services are established in Vukovar Srijem County and the Mačva District (the partner has its own service according to the needs of the community).**

A: Eligibility of activities is subject of Step 2 (Quality assessment / Operational assessment criteria) of 1st Call for Proposals Guidelines for Applicants. Therefore, at this stage, we cannot provide information related to any of the eligibility criteria.



Please bear in mind that activities and related deliverables need to contribute to the project outputs which need to be captured by the Programme output indicators. Programme output indicators within PA 3 *Cooperating for healthier and more inclusive programme area, S.O. 4.5. - Ensuring equal access to health care and fostering resilience of health systems, including primary care, and promoting the transition from institutional to family-based and community-based care* are RCO 84 *Pilot actions developed jointly and implemented in projects* and RCO 87 *Organisations cooperating across borders*. Both indicators are mandatory for all projects supported under PA 3.

As described in 1st Call for Proposals Guidelines for Applicants (section 3. Objectives of the Call), the cross-border approach of the project is of extreme importance, and it is therefore highly considered in the project assessment. Since the Programme is addressing common challenges of the cross-border area, all project proposals should be jointly developed and implemented by the partners.

To receive funding from this Programme, projects must have a clear cross-border character and involve partners from both Participating countries. Cross-border cooperation should always bring added value to reach the project objectives.

### 3. BUDGET

**Q: Da li je u ovom pozivu potrebno sastavljati timesheet za staff?**

A: Staff costs may be reimbursed in two ways:

- as a flat rate of up to 20% of direct costs other than staff costs
- on a real cost basis (proven by the employment document and payslips)

If staff costs are budgeted as flat rate (up to 20 % of direct costs other than staff costs) list of personnel who will work on the project (free form) should be enclosed in the Jems. At least one employee has to be involved in the implementation of a project (a free form list or a declaration issued by the beneficiary's legal representative or delegated person should be delivered for audit trail purposes). No documentation on staff costs will be required to be provided to the controllers. However, the beneficiary is responsible to ensure that under this cost category only staff costs are incurred.

If staff costs is budgeted on a real cost basis, staff may be employed on the project full time and/or - part-time with a fixed percentage of time worked per month. No working time registration system (timesheet) is required for staff working full-time in the operation nor for the staff working part-time in the operation with a fixed percentage of time per month.

Further information concerning your question can be found in the section 4.5.1. Staff costs, Programme Manual on Eligibility.

**Q: 1. Prijavitelj je javna ustanova osnovana od strane JLS-s (100%). Ukupan trošak investicije iznosi 500.000 € s PDV-om od 25%. Povrativ PDV na iznos je 19%, a 6% nije povrativo. Molimo vas**

informaciju koji iznos trebamo staviti u budget (PDV s 25% ili iznos uvećan za samo 6%) te da li je prilikom apliciranja potrebno dostaviti nekakav dokument izjave i objašnjenja istog?

2. Za obvezni indikator izlaza RCO77 stoji mjerna jedinica „kulturne i turističke znamenitosti“. Molimo vas pojašnjenje i primjer za isto. Konkretno, može li se nova uvedena hiking/cycling ruta ili novoosnovani turistički HUB smatrati indikatorom ovoga izlaza?

3. Za obvezni pokazatelj rezultata RCR77 mjerna jedinica su posjetitelji/godina. Unose se li se ovdje početni rezultati posjetitelja iz 2022. godine (podatke 2023. nemamo) i jesu li relevantni i dovoljni ukupni rezultati podataka eVisitora (na nivou grada prijavitelja)? Također, zbrajaju li se posjetitelji (početne vrijednosti) svih partnera u jedan rezultat ili je potrebno kreirati rezultat za svakog partnera zasebno. Ili se pokazatelj odnosi na lokalitet koji je tek nastao iz projekta, npr. nova biciklistička/pješačka ruta (pokazatelj br. posjetitelja 0/200) broj posjetitelj mjeri se preko skinute aplikacije?

4. Da li je nužno za sve partnere dostavljati financijske dokumente (bilanca, RDG) ili samo za određene kategorije prijavitelja? (npr. Odnosi li se na turističke zajednice, interesne skupine uključujući nevladine organizacije)?

5. Boduje li dodatno unos drugih strategija koje nisu ponuđene u C.2. Relevantnost projekta i kontekst, a kojima projekt doprinosi?

A:

- 1) 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 nonrecoverable under national legislation;

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. You should plan your budget with included VAT and it is not necessary to upload additional documentation.

- 2) 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.

- 3) Result indicator RCR77 (also mandatory for all projects supported) Visitors of cultural and tourism sites supported counts the estimated number of annual visitors of cultural and tourism sites supported by the projects. 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.
- 4) 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 act 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.

In addition, private partners (e.g. NGOs, limited liability companies and shareholders companies 100% owned by the state, regional/local government units) 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.

- 5) The quality of the applications will be assessed using Quality assessment grid. Quality assessment criteria are divided into two categories:
  - i. **Strategic assessment criteria** - The main aim is to determine the extent of the project's contribution to the achievement of Programme objectives (including contribution to Programme indicators), by addressing joint or common needs of the target group.
  - ii. **Operational assessment criteria** - The main aim is to assess the viability and the feasibility of the proposed project, as well as its value for money in terms of resources used versus results delivered.

Contribution to Wider strategies and policies (Part C- Project description, section C.2.5) is subject of Strategic assessment criteria. Quality assessment grid did not envisage additional scores for the contribution to additional strategies. Further information concerning your question can be found in the 1st Call for Proposals Guidelines for Applicants (GfA), section 6.1. Assessment and selection.

**Q: S obzirom da u vodiču za aplikante nismo našli da li je prag ekspert prihvatljiv trošak i da li može da ide external expertise, molim vas da nam to potvrdite s obzirom na to da smo izabrali opciju flate rate i da je staff 20% od direct costs.**

**Projekat se fokusira na obnovu prirodnih staništa i njihovo prilagođavanje klimatskim promenama. Projekat se oslanja na specifični cilj 2.4.**

**A:** External expertise and services cover costs paid on the basis of contracts and against invoices/requests for reimbursement to external experts and service providers contracted to carry out certain tasks or activities linked to the implementation of the operation. The work by external experts and service providers must be relevant for implementation of the operation.

External expertise and service costs shall be reimbursed by the Programme on a real cost basis.

Further information concerning your question can be found in the section 4.5.4. External expertise and service costs, Programme Manual on Eligibility (<https://interreg-croatia-serbia.eu/wp-content/uploads/2023/04/Programme-Manual-on-Eligibility-HR-RS.pdf>).

**Q: U sklopu projekta planiramo studijska putovanja primjerima dobre prakse. Ulazi li trošak organizacije studijskih putovanja (angažiranje turističke agencije. avio karte i smještaj) u stavku "Travel and accommodation" ili u stavku "External expertise and services costs"?**

**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.

Further information concerning your question can be found in the section 4.5.4. External expertise and service costs, Programme Manual on Eligibility (<https://interreg-croatia-serbia.eu/wp-content/uploads/2023/04/Programme-Manual-on-Eligibility-HR-RS.pdf>).

**Q: molila bih Vas informaciju/pojašnjenje vezano uz budžetiranje troškova unutar prijavnog obrasca Interreg programa IPA HRV-SRB.**

**Jedna od stavki troška unutar projektnog prijedloga je „Organizacija studijskog putovanja“ kojeg unutar svog budžeta organizira partner iz HR koristeći vanjsku uslugu (putnička/turistička agencija). Može li partner angažirati vanjsku uslugu putničke agencije koja će objediniti put i smještaj za sve projektne partnere (HR i SRB), a da dnevnice idu pojedinačno kroz „Travel and accommodation flat rate“?**

**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.

However, it is highly recommended that each project partner budgets their own cost related to the implementation of project activities.

**Q: I am writing to you on behalf of the Lead Partner of the project within Programme priority - Cooperating for greener and climate change resilient programme area (SO-RSO2.4) which is in the final stage of preparation.**

**We have a question regarding the eligibility of expenditures.**

**Could the costs of conference attendance be listed as a separate expenditure or they are included in the Travel and accommodation costs? What about the cost of the registration fee that is not included within the abovementioned category?**

**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. Travel and accommodation costs, regardless of whether such costs are incurred and paid inside or outside the Programme area, is limited to the following elements: travel costs (e.g. tickets, travel and car insurance, fuel, car mileage, toll, parking fees, taxi in exceptional cases when no public transport is available, cost of registration in the ETIAS system, cost of medical certificates obligatory for border crossing), the costs of meals, accommodation costs, visa costs and daily allowances.

Please note that according to the section 4.5.4. External expertise and services costs of the Programme Manual on Eligibility, registration or participation fees in events should be budgeted as External expertise and services costs.

**Q: We are participating in the development of the project proposal for the Interreg VI-A IPA Programme Croatia-Serbia 1st Call for Proposals.**

**Please clarify couple of uncertainties related to the eligibility of costs:**

- 1. Are the costs for the organisation of study visit outside of the Programme countries (Croatia / Serbia) eligible?**
- 2. Are the costs for the development of the project web site and its maintenance during the project eligible?**

**A :**

1. Costs of study visit outside the Programme countries shall be eligible only if they are necessary for the implementation of the project and if the related project activity clearly contributes to the project objective.
2. According to the section 4.5.4. External expertise and services costs of the Programme Manual on Eligibility, costs of website development, modifications and updates are considered as eligible.

Further information concerning your question can be found in the Programme manual on eligibility, section 4.5. Eligible cost categories (where eligible cost categories are defined). Please note that final eligible costs will be calculated based on reported eligible expenditures after adequate controls by the relevant Programme bodies (FLC, JS and MA) have been performed.

#### **4. APPLICATION**

**Q:**

**A:**

#### **5. IMPLEMENTATION**

**Q: Općina Nijemci planira sudjelovati kao partner na projektu u području prioritetne osi " Cooperating for greener and climate change resilient programme area". Uz Općinu Nijemci, pridruženi partner bilo bi Dobrovoljno vatrogasno društvo Nijemci. Kroz projekt bi nabavili vatrogasnu auto cisternu, opremu za vatrogasce, izolacijske aparate, baterijski alat za tehničke intervencije i visokotlačni modul za potrebe DVD Nijemci.**

**Na koji način i je li prihvatljivo, opremu koju će nabaviti projektni partner Općina Nijemci dati na upravljanje DVD-u Nijemci po završetku projekta?**

**A:** Information regarding ownership of the equipment can be found in document “Programme Manual on Eligibility”, section 4.5 Eligible cost categories/4.5.5. Equipment costs/4.5.5.1. General principles:

- i. 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;
- j. 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.