



**Raising public awareness of development issues and promoting
development education in the European Union (DEAR
programme)**

Reference: EuropeAid/173998/DH/ACT/Multi

Questions & Answers n° 1

Concept note phase

As set out in section 2.2.4 of the Guidelines for grant applicants (guidelines), to ensure equal treatment of applicants, the contracting authority cannot give a prior opinion on the eligibility of lead applicants, co-applicants, affiliated entity(ies), an action or specific activities.



QUESTIONS	ANSWERS
<p data-bbox="197 794 224 821">1</p> <p data-bbox="264 339 1084 437">1) I have a question regarding the DEAR call launched on September 4 with references 173998. In page 15 point 2.1 Eligibility criteria for affiliates, I quote the paragraph:</p> <ul style="list-style-type: none"><li data-bbox="322 459 904 486">- <i>Entities affiliated to an applicant may hence be:</i><li data-bbox="322 509 1084 671">- <i>Entities directly or indirectly controlled by the applicant (daughter companies or first-tier subsidiaries). They may also be entities controlled by an entity controlled by the applicant (granddaughter companies or second-tier subsidiaries) and the same applies to further tiers of control;</i><li data-bbox="322 694 1084 791">- <i>Entities directly or indirectly controlling the applicant (parent companies). Likewise, they may be entities controlling an entity controlling the applicant;</i><li data-bbox="322 813 1084 874">- <i>Entities under the same direct or indirect control as the applicant (sister companies).</i> <p data-bbox="322 896 1084 1059"><i>(ii) Membership, i.e. the applicant is legally defined as a e.g. network, federation, association in which the proposed affiliated entities also participate or the applicant participates in the same entity (e.g. network, federation, association,...) as the proposed affiliated entities.</i></p> <p data-bbox="322 1082 1084 1181">My question is if this points apply for entities affiliated to the co-applicant, (or parent, sisters or daughter companies to the co-applicant).</p> <p data-bbox="264 1251 936 1278">2) Finally, the link to check the PRAG is not available.</p>	<p data-bbox="1111 339 2101 437">1) Yes; <u>affiliated entities</u> can be affiliated – which means having a structural (in particular a legal or capital link) – to the lead-applicant or to a co-applicant as defined in section 2.1.1. on page 15 of the guidelines.</p> <p data-bbox="1111 509 2101 569">2) The <u>Practical Guide PRAG</u> can be found here: https://wikis.ec.europa.eu/display/ExactExternalWiki/ePRAG</p>



<p>2</p>	<p>What is the possibility /modality of institutions of higher education (such as a university of applied sciences and the arts).</p> <ol style="list-style-type: none"> 1) If I have read the guidelines correctly, they cannot act as lead nor co-applicant? 2) But can they act in the capacity of (sub-) contractor or third party? 3) And are there differences between the 5 lots? 	<ol style="list-style-type: none"> 1) For this call for proposal <u>universities</u> can be neither lead applicants nor co-applicants (see section 2.1 of the guidelines for the eligibility criteria) except if they exceptionally fall under the definition of civil societies (footnote 18) or local authorities (footnote 21). 2) However, universities can participate as associates or contractors. As a reminder, associates play a real role in the action but may not receive funding from the grant, with the exception of per diem and travel costs. Contractors are subject to the procurement rules set out in Annex IV to the standard grant contract (see section 2.1.2 of the guidelines). 3) This applies to all lots.
<p>3</p>	<ol style="list-style-type: none"> 1) How are "young people" defined, especially in Lot 2. Is there a specific age group defined here? And by "special role of youth", is it expected that young people are involved in the application process? 2) Are existing DEAR consortia encouraged to reapply together with a new project idea or would the Commission prefer that new consortia apply? 3) Is there a preference for wherever actions and activities take place offline or online? Would a focus on virtual activities be acceptable? 	<ol style="list-style-type: none"> 1) An expansive interpretation of <u>youth</u> is to be used, including every person between the ages of 15 and 30 (see priority a) under section 1.2. of the guidelines). Under the same point it is specified that <i>“youth should not only be included as the target group of the actions: various levels of meaningful youth engagement can be foreseen throughout the stages of the actions. To this aim, actions should reach out more systematically and directly involve youth organisations and networks.”</i> 2) Be reminded that the contracting authority cannot give a prior opinion on the eligibility of lead applicants, co-applicants and affiliated entity(ies). The guidelines do not define any particular preference regarding the partnership (lead and co-applicants). It is up to the applicants to define the composition of their <u>partnership</u>. The choice of co-applicants must be justified in the proposal as part of the project design and will be taken into account during the evaluation (see section 2.1.1 (3) of the guidelines). 3) Be reminded that the contracting authority cannot give a prior opinion on the eligibility of an action or specific activities. The guidelines do not define any particular preference which means that applicants are free to choose <u>activities</u> they consider appropriate/necessary to achieve the objectives of this call for proposals.
<p>4</p>	<p>I am writing to ask a question about the consortium composition.</p>	<p>Be reminded that the contracting authority cannot give a prior opinion on the</p>



	<p>Would it be regarded/evaluated negatively if a consortium, meeting all eligibility criteria for the Call, is made up largely or exclusively of organisations each legally established in their own country but all members of the same umbrella organisation?</p>	<p>eligibility of lead applicants, co-applicants and affiliated entity(ies). It is up to the applicants to define the composition of their <u>partnership</u>. The choice of co-applicants must be justified in the proposal as part of the project design and will be taken into account during the evaluation (see section 2.1.1 (3)).</p>
<p>5</p>	<ol style="list-style-type: none"> 1) About LOT 2. Do you think it is possible to organise outcomes targeted to Adults working with youth, if we see that a feasible intervention logic means we have to work simultaneously with youth but also for example youth leaders or teachers. 2) Do you see it a positive or negative if a consortium would consist of solely, or mostly of CSOs belonging in the same family or federation (e.g. Plan Int offices in several countries applying together) 	<ol style="list-style-type: none"> 1) As set out in section 2.2.4 of the guidelines, to ensure equal treatment of applicants, the contracting authority cannot give a prior opinion on the eligibility of an action or specific activities. The Evaluation Committee will assess how relevant the proposal is to the objectives and priorities of the Call. (see evaluation grid p. 32) 2) See reply to question no. 4.
<p>6</p>	<p>I am inquiring in regard of what is written in the guidelines on page 23 concerning indirect costs, namely: “If any of the applicants or affiliated entity(ies) is in receipt of an operating grant financed by the EU, it may not claim indirect costs on its incurred costs within the proposed budget for the action”.</p> <ol style="list-style-type: none"> 1) Could you please clarify and expand on what this sentence means? 2) If a CSO has an active EU-funded project, is it not entitled to indirect costs? 3) Does it apply to any kind of EU grant the CSO might be receiving? 4) Does this apply for the entire duration of the project? Does it apply to the lead applicant and co-applicant alike? 	<ol style="list-style-type: none"> 1) & 2) Certain organisations receive an “<u>operating grant</u>” from the EU. The purpose of an operating grant is to cover the running costs of the beneficiary based on an approved work programme, including its general administrative costs. PRAG 19.3.1.6. Indirect costs specifies that “<i>if a beneficiary of an action grant is also in receipt of an operating grant financed from the EU, no indirect costs may be claimed on its share of incurred costs. This applies only to the costs incurred by the beneficiaries or affiliated entities in receipt of the operating grant. The other beneficiaries and affiliated entities may still claim indirect costs on their incurred costs under the same contract.</i>” 3) Hence, an EU-funded action grant project, like a DEAR project, does not qualify as an “operating grant” as defined above. 4) This applies only to the period, for which the “operating grant” has been awarded.
<p>7</p>	<ol style="list-style-type: none"> 1) It is not clear to me which amount or proportion of the DEAR grant can be attributed to a non-EU country? 	<ol style="list-style-type: none"> 1) The <u>location</u> of action for lots 1,3,4,5 is defined in section 2.1.3. d) Location of the guidelines: <i>A minor portion of the action may be carried out in a</i>



<p>2) We are an NGO conducting projects in African countries. Also, under lot 2, I understand that one of the 2 co-applicants can be from a partner country (non-EU country), is it correct?</p> <p>3) Therefore, I would like to understand which share of the budget can this partner obtain to implement part of the project in this non-EU country.</p> <p>4) Besides, I understand from the Q&A session we had, that the grant cannot finance the donation of equipment (such as building equipment), but that the equipment purchased with the grant can be subject to a transfer of ownership.</p>	<p><i>candidate and/or potential candidate country and/or in EU partner countries on the condition that they directly contribute to the objectives of the present call for proposals.</i></p> <p><i>And for Lot 2: A minor portion of the action may be carried out in a minimum of 2 candidate and/or potential candidate countries and/or in EU partner countries on the condition that they directly contribute to the objectives of the present call for proposals.</i></p> <p>The amount or proportion will have to be proposed by the applicant and the justification & logic will be evaluated by the evaluation committee by assessing for example the relevance of the proposal to the objectives and priorities of the call for proposals and to the specific themes/sectors/areas or any other specific requirement stated in the guidelines for applicants (see evaluation grid p. 32)</p> <p>2) Yes, your understanding is correct. The guidelines specify under 2.1.1 Eligibility of applicants: <i>“Under all lots, the lead applicant must act together with a minimum of 2 co-applicants. [...]</i></p> <p><i>For Lot 2, the lead applicant must apply together with a minimum of 2 co-applicants, of which at least one must be established in a EU Member State different from the lead applicant and at least one must be established in a country or territory, as defined in Annex M.”</i></p> <p>Annex M lists both EU Member States and developing countries and territories.</p> <p>3) See reply to your question no. 1.</p> <p>4) Purchase of buildings is ineligible, except where necessary for the direct implementation of the action and fulfils any other conditions detailed in article 14 of the General Conditions (see Annex II to the Standard grant contract-Annex G), provided that its ownership is transferred at the latest at the end of the action in accordance with Article 7.5 of the general conditions of the standard grant contract. <u>Equipment</u> specifically dedicated to the purposes of the action and procured with by the budget for the action shall be transferred to the final beneficiaries of the action, at the latest when submitting the final report in accordance with Article 7.5 of the general conditions of the standard grant contract.</p>
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<p>8</p>	<p>I have a question regarding the 2022 DEAR call for proposal, regarding the eligibility of some activities.</p> <p>In Lot 1 or 2, would mobilization and awareness raising activities that would be linked to fundraising activities be eligible, in the sense they could take place in the same place and time slot, even though fundraising is not the main objective of these activities.</p>	<p>Be reminded that the contracting authority cannot give a prior opinion on the eligibility of an action or specific activities. Actions need to focus on the particularities of Lot 1 or Lot 2, as set out in section 1.2. of the guidelines. The evaluation committee will then for example assess the relevance of the proposal to the objectives and priorities of the call for proposals and to the specific themes/sectors/areas or any other specific requirement stated in the guidelines for grant applicants (see evaluation grid p. 32).</p>
<p>9</p>	<p>The link available in the guidelines for the Practical Guide is unfortunately not functioning,</p> <p>Would you be able to provide me with a valid one?</p>	<p>See reply to question no. 1.</p>
<p>10</p>	<p>I would like to ask a question regarding the financial capacity of the lead applicant.</p> <p>The paragraph in question relates to page 29, and regards the audit report.</p> <p><i>'For action grants exceeding EUR 750 000 and for operating grants exceeding EUR 100 000, the lead applicant must provide an audit report produced by an approved external auditor where it is available, and always in cases where a statutory audit is required by EU or national law. That report shall certify the accounts for up to the last 3 financial years available.</i></p> <p><i>In all other cases, the lead applicant shall provide a self-declaration signed by its authorised representative certifying the validity of its accounts for up to the last 3 financial years available.'</i></p> <p>We are a CSO with a proven record of leading in previous DEAR calls. We are not obliged by the law to external audit our accounts and thus, we do not. In the wording of the paragraph in question it is not clear to me, if we need to provide the audit reports or not, as we do not have them at this time.</p>	<p>Provided that neither the EU nor national law require a statutory <u>audit</u> of your organisation, as lead applicant you can provide the self-declaration referred to in section 2.2.5. of the guidelines.</p>



<p>11</p>	<p>If I understood correctly the preselected concept applications (deadline 4th of Nov), will be invited to submit their full proposal after the pre-screening.</p> <p>Would it be possible to give a bit more information about the timeframe after the 4th of November?</p>	<p>The <u>indicative timetable</u> of the Call for proposal is specified under section 2.5.2. <u>Please see also corrigendum n°1</u>. Please note that the <u>deadline</u> for submission of concept notes is modified per <u>corrigendum n°1 to 14 November 2022 at 12:00</u>.</p>
<p>12</p>	<p>After having done an analysis, we are happy to see that many of the recommendations that our XXX community provided have been implemented!</p> <p>1) There is, however, one issue about which we are concerned, in relation to the limitations for co-applicants to just 1 application per LOT. As it is now, this restriction creates a situation where organisations dedicated to one area of GCE/DEAR activities will join consortia under a LOT which might not be their expertise in order to increase their chances to secure at least one approved application (e.g. GCE educational actors applying also under campaigning LOT and vice versa). Therefore we would suggest the limit of five projects per co-applicant could be kept but to lose the rule of 1 application per LOT.</p> <p>In addition, this would help to limit or even avoid unnecessary rejection of the applications on the administrative grounds when one entity has partnered in more applications than allowed.</p> <p>2) A second issue I wanted to raise is the fact that, despite the swift reaction to fix the technicalities after the launch of the call, this delayed the availability of the call documentation for at least 1 working day after publishing. Therefore it would be fair towards all applicants to postpone the deadline by one working day until 7th of November.</p>	<p>We appreciate the positive feedback.</p> <p>1) This restriction aims at increasing the quality of proposals, as actors will need to make strategic choices about which project partnerships to join and put their efforts in. In this regard, we would like to remind interested parties that the <u>choice of co-applicants</u> must be justified in the proposal as part of the project design and will be taken into account during the evaluation (for more details, see section 2.1.1 (3)).</p> <p>2) The <u>deadline</u> for submission of concept notes is modified per <u>corrigendum n°1 to 14 November 2022 at 12:00</u>.</p>
<p>13</p>	<p>This is a kind request to share the deck of slide showcased during today's DEAR Info Session, as I couldn't attend for its all duration.</p>	<p>The minutes and the two PowerPoints of the <u>virtual Information Session</u> are available on the website of the Call https://webgate.ec.europa.eu/europeaid/online-</p>



		services/index.cfm?do=publi.welcome&nbPubliList=15&orderby=upd&orderbyad=Desc&searchtype=RS&aofr=173998
14	<p>We are considering to apply with XXX Education NGOs.</p> <p>1) I have a question concerning the DEAR call. Do I understand correctly that the maximum rate is 236 euro/day (30 euro/hour)? Our does per diem, in this case, mean the allowance when abroad?</p> <p>2) The average hourly rates at our institutions are around 80 euro/hours.</p>	<p>1) We assume, you refer to the <u>per diem</u> rate for the Netherlands, included in the following overall list of current per diem rates: https://international-partnerships.ec.europa.eu/document/download/16b30948-4166-4846-98bb-aa055be5fd75_en?filename=Per%20diem%20rates%20-%2025%20July%202022.pdf</p> <p>2) We would like to remind you that per diem rates published by the European Commission cover accommodation, meals, tips, local travel within the place of mission and sundry expenses. Hence, per diems are not staff costs/salaries but concern travel and subsistence costs of any person taking part in the action, including staff of the beneficiaries, associates, affiliated entities and the final beneficiary(ies).</p>
15	<p>1) I was wondering if a network for sustainable architecture practices and research centers focusing on building, education and research could be a fitting applicant for this proposal, or if it risks being too specific within the vast topic of climatic crisis and sustainable development .</p> <p>2) Moreover, I wanted to know if educational trainings, that follow the concept of "learning by doing", and therefore, involve a physical construction with materials to be purchased are an eligible cost within this type of grant.</p>	<p>As set out in section 2.2.4 of the guidelines, to ensure equal treatment of applicants, the contracting authority cannot give a prior opinion on the eligibility of lead applicants, co-applicants or affiliated entity(ies).</p> <p>1) Please refer to answer to question 4.</p> <p>2) <u>Educational training</u> that fulfil the provisions of Art. 14 of the general conditions and do not fall under ineligible costs (as defined in section 2.1.4./on page 23 of the guidelines) will be reimbursable. Section 2.1.4. of the guidelines further defines the eligibility of costs.</p>
16	<p>We are about to apply for the DEAR programme call and I would like to ask a question about the partnership. Specifically, whether the mission of XXX Czech Republic can be recognized as a partner. These missions are based in the respective countries, they function as independent organizations, but formally they are branches of XXX Czech Republic.</p> <p>Example. The XXX Czech Republic in Georgia. It is based in Tbilisi,</p>	<p>Be reminded that, as set out in section 2.2.4 of the guidelines, to ensure equal treatment of applicants, the contracting authority cannot give a prior opinion on the eligibility of lead applicants, co-applicants and affiliated entity(ies). Please refer to section 2.1.1 of the guidelines concerning the <u>eligibility of applicants</u> for lots 1, 2, 3, 4 and separately for lot 5.</p>



	<p>Georgia, and operates as an independent organization including receiving grants from various funders.</p> <p>Can this mission be considered a relevant partner for lot2?</p>	
<p>17</p>	<p>The Call is focusing on youth engagement and youth are defined as people between 15 and 30 years old. As lot 4 is focusing on formal education settings we would like to know if it is possible to involve pupils from the primary cycle, therefore children between 6 – 13 years old</p> <ol style="list-style-type: none"> 1) Should actions under lot 4 address both formal and informal education settings? 2) Lot 2 foresees the implementation of joint initiatives among young EU citizens and young people living in partner countries, can joint initiatives be developed within the same methodological and thematic framework but be defined and implemented based on national contexts? 3) Can joint initiatives be carried out also in partner countries? 4) In lot 2 the call states “A minor portion of the action may be carried out in a minimum of 2 candidate and/or potential candidate countries and/or in EU partner countries” and at the same time at least one of the complaisant must be established in a country or territory, as defined in Annex M, and the Call promotes the definition of joint initiatives involving youth from partner countries. What is the range of budget that can be allocated in partner countries? 5) Actions in lot 4 and lot 5 on Development Education in formal education, should focus be policy-oriented or should focus on implementing DE activities or both aspects are encouraged? 	<p>Please refer to the reply to question 3.</p> <p>An expansive interpretation of <u>youth</u> is to be used, including every person between the ages of 15 and 30. Having youth engagement as one of the priorities does not exclude actions involving and targeting other groups such as parents, elders, educators, teachers, youth workers and any other group involved in life-long and life-wide learning.</p> <ol style="list-style-type: none"> 1) Actions under lot 4 may address actions in the formal education system <u>and/or</u> outside the formal education system. 2) We confirm that an action should take into consideration the differing national contexts. 3) Actions under lot 2, as defined under 2.1.3. d) location “<i>must take place in a minimum of 4 EU Member States. A minor portion of the action may be carried out in a minimum of 2 candidate and/or potential candidate countries and/or in EU partner countries on the condition that they directly contribute to the objectives of the present call for proposals.</i>” 4) See reply to question no. 7 (1). 5) Be reminded that, as set out in section 2.2.4 of the guidelines, to ensure equal treatment of applicants, the contracting authority cannot give a prior opinion on the eligibility of an action or specific activities. Lot 4 does not specify whether the action should be policy-oriented or implementing development education (DE) activities.
<p>18</p>	<p>A question on LA participation in the call for proposal: About four</p>	<p>A <u>local authority (LA)</u> can apply as part of a project, even if some of its</p>



	<p>months before federal, regional or local elections, there are additional rules for government communication. Especially during that period, government communication should not be used to promote the image of a minister or a political party. In local elections for municipal, county and district councils, the blackout period runs from July 1 of an election year to the day of the election. In extraordinary elections, the blackout period begins on the day of the convocation of voters and ends on the day of the election.</p> <p>Q in which ways does this effect how a LA can take part in a project given the upcoming MEP election and local elections in Belgium during the period of the project – in relation to the proposal narrative and budgeting?</p>	<p>representatives are up for election, as the information that is to be reported about the LA and its representatives has to remain factual, and hence, neither the application nor the action itself should promote the image of any person or entity.</p>
<p>19</p>	<p>After reading through the Guidelines for the newly opened DEAR call, I have a few questions that I would like to clarify, as I am not sure I have understood the preliminary information about the call correctly.</p> <ol style="list-style-type: none"> 1) According to the information, a co-applicant in LOT 1-4 cannot be a for-profit company. Can you confirm this? 2) Could you please share more information about the feedback rounds? Will there be guidance provided after the concept note on how to adjust the proposal or what activities to be left out as a suggestion? 3) If the proposal would fit for both the first and the second LOT, is there a possibility to indicate this fact providing us a gateway based on the availability of the funds? 	<ol style="list-style-type: none"> 1) Yes, your understanding is correct: co-applicants/affiliated entities cannot be “for profit”, but <u>private sector (for profit) entities</u> can be involved as associates and contractors (see section 2.1.2 of the guidelines). 2) In the interest of equal treatment and transparency, <u>no individual guidance</u> can be provided at any stage of the procedure to any applicant. No individual replies can be given to questions. All questions and answers as well as other important notices to applicants during the course of the evaluation procedure, will be published on the website of DG International Partnerships, as the need arises: https://international-partnerships.ec.europa.eu/index_en 3) No, you need to choose the lot you apply to.
<p>20</p>	<p>I would like to ask for clarification about the legibility of XXX - Instituto Universitário XXX to be a partner or lead in the candidacy Raising public awareness of development issues and promoting development education in the European Union (DEAR programme)”</p>	<p>As set out in section 2.2.4 of the guidelines, to ensure equal treatment of applicants, the contracting authority cannot give a prior opinion on the eligibility of lead applicants, co-applicants or affiliated entity(ies). Section 2.1.1. of the guidelines defines the <u>eligibility</u> of lead applicants and co-applicants for lots</p>



	<p>- Ref. EuropeAid/173998/DH/ACT/Multi.</p> <p>XXX is the result of the transformation of YYY into a public foundation under the private law regime, in accordance with Portuguese Law 62/2007, of September 10, which approves the legal regime of higher education institutions.</p>	<p>1, 2, 3, 4 and separately for lot 5.</p>
<p>21</p>	<p>1) As we are an CSO legally but have as founding members, amongst others 6 Local Authorities would we be eligible for any of the first 4 lots or the 5th ?</p> <p>2) If somewhere eligible, would experience be considered the experience of the management team of the CSO as it is newly constituted (June 2022). We are recognized as the governing body of XXX a region is just transition and we would like to write a project with two other regions affected (Slovakia and Slovenia).</p>	<p>1) In order to be eligible as a <u>Civil Society Organisation (CSO)</u> for this call for proposals, the entity must fulfil the conditions set out in section 2.1.1. of the guidelines and fall within the definition of CSOs in footnote 18.</p> <p>2) In order to be eligible as an <u>Association of Local Authorities (ALA)</u> under this call for proposals, the entity must fulfil the conditions set out in section 2.1.1. of the guidelines and fall within the definition the definition of ALAs in footnote 22).</p>
<p>22</p>	<p>Should we submit one proposal per lot or can one proposal address multiple lot at the same time?</p>	<p>As defined in section 2.1.3.(i) of the guidelines, as lead applicant you can only submit one application as lead applicant which means (see section 2.1.3. <i>i</i> <u>Number of applications and grants per applicants / affiliated entities</u>) you can apply only under one lot as lead applicant. However, the lead applicant may be a co-applicant or an affiliated entity in other applications at the same time under this call for proposals, in a different lot from the one they are applying as lead applicant, <u>see Corrigendum no.1 published on 12/10/2022.</u></p>