EUROPEAN COMMISSION
DIRECTORATE-GENERAL HOME AFFAIRS

Directorate C: Schengen
Unit C.4: Internal Security Fund

Frequently Asked Question CIPS / ISEC calls for proposals 2013

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General questions CIPS/ISEC:

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1) Question:

In **Part B - Project description and implementation** form, I can't tick the objectives (1.7.1) or priorities (1.7.2), neither the activities (1.7.4) nor target groups (1.7.5). What is the easiest solution?

Answer:

This problem is caused by the "Part B - project description and implementation" form being originally a Word 2010 document, which caused this problem when used on an older version of MS Word; the conversion to the older MS Word does not support the tick boxes.

In order to solve this problem the Part B files have been replaced on the call webpages and in PRIAMOS with Word 97/2003 versions. Call webpages where Part B can be downloaded are:

Targeted calls:

http://ec.europa.eu/dgs/home-affairs/financing/fundings/security-and-safeguarding-liberties/prevention-of-and-fight-against-crime/calls/call-2013/targeted-call/index_en.htm

Call restricted to Framework partners:

http://ec.europa.eu/dgs/home-affairs/financing/fundings/security-and-safeguarding-liberties/prevention-of-and-fight-against-crime/calls/call-2013/restricted-call/index_en.htm

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2) Question:

In **Part C - Budget form - Forecast Budget Calculation**, the cells of column C (activities) are locked, so no text can be entered.

Answer:

Part C files have been replaced on the call webpages and in PRIAMOS with Word 97/2003 versions. Call webpages where Part C can be downloaded are:

Targeted calls:

http://ec.europa.eu/dgs/home-affairs/financing/fundings/security-and-safeguarding-liberties/prevention-of-and-fight-against-crime/calls/call-2013/targeted-call/index_en.htm

Call restricted to Framework partners:

http://ec.europa.eu/dgs/home-affairs/financing/fundings/security-and-safeguarding-liberties/prevention-of-and-fight-against-crime/calls/call-2013/restricted-call/index_en.htm

3) Question:

Can an organisation participate in different projects?

Answer:

It is indeed possible that the same organisation leads as applicant/coordinator or is included as co-beneficiary in several applications (in the same or in different ISEC calls for proposals), provided it has the operational capacity to be involved in several projects if they are awarded.

4) Question:

Where can information about projects selected in previous calls be found?

Answer:

The list of projects awarded in previous years is available on the ISEC / CIPS respective webpage: ISEC: http://ec.europa.eu/dgs/home-affairs/financing/fundings/security-and-safeguarding-liberties/prevention-of-and-fight-against-crime/index_en.htm

CIPS: http://ec.europa.eu/dgs/home-affairs/financing/fundings/security-and-safeguarding-liberties/terrorism-and-other-risks/index_en.htm

(see files at the bottom of the page).

You can find on this database all ISEC/CIPS-funded projects that can also be searched by topic or keyword: http://ec.europa.eu/dgs/home-affairs/financing/fundings/security-and-safeguarding-liberties/projects-database/index_en.htm

5) Question

What is the expected/ or ideal number of partners per proposal and what is the expected budget frame?

Answer:

There is no guideline for an ideal number of partners per proposal. However, when setting up your partnership, please consider section 1.5 of the Guide for Applicants and explain how the partners was set up and why the selected partners are best suited to participate in your project. Please consider 5.2 e (eligibility criteria) of the Call for proposals: Project proposals seeking EU co-funding of less than € 100.000 will not be eligible. There is no maximum limit but the amount of EU co-financing requested will be assessed with regard to the expected results and the overall project quality.

You may wish to consult the list of projects awarded during the past years to see the size of partnerships and budgets for comparable projects under http://ec.europa.eu/dgs/home-affairs/financing/fundings/security-and-safeguarding-liberties/terrorism-and-other-risks/index_en.htm

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6) Question

What is the breakdown of the funding rates? Are all activities funded at 90%?

Answer:

The funding of 90% is applied to the total of the eligible costs. Please consult part 4.4.1 of the Guide for Applicants on the rules of eligibility of expenditure.

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7) Question:

How much of the budget is typically allocated to management activities?

Answer:

We cannot give any indication on how many days are typically allocated to management activities; it very much depends on the project. The application must however demonstrate cost efficiency and value for money. As a guideline, please note that for horizontal management functions, e.g. Project Manager, Project coordinator, financial manager, accountant, administrative support, etc. the number of working days allowed may be up to half of the workable days, i.e. CIPS/ISEC co-financing may cover the costs for a Project Manager up to a maximum of 220 days on a project lasting 24 months (please see Guide for applicants, 4.4.2.1).

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8) Question:

Is it possible to include a partner that takes care of project management activities? Could such activities be subcontracted?

Answer:

It is possible that a partner/co-beneficiary takes care of the project management. Please note however that, if awarded a grant and once a Grant Agreement is signed, the Applicant organisation/Coordinator will be legally responsible for the overall management of the project, coordination of tasks, liaison with the Commission, management of the budget and final statements, as well as payments to its co-beneficiaries. The Applicant organisation/Coordinator will be the only point of contact for the Commission and will be responsible for all the communication between the Commission and all co-Beneficiaries. The Coordinator **may not**

subcontract the coordination, management and general administration of the project and the co-beneficiaries may not subcontract all the activities for which they are responsible (Guide for applicants, 4.4.2.1 and 4.4.2.5).

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9) Question

Can a recently (2012) established non-profit organisation can participate in the call?

Answer:

Access to the Programme is open to bodies and organisations with legal personality established in the Member States, independent of their date of establishment.

However, according point 5.3 (**Selection Criteria**) of the Guide for Applicants, the Applicant organisation/Coordinator's and partner organisations' **operational and professional** competencies and qualifications in the specified area required to complete the proposed action including relevant professional training and/or experience for the personnel concerned will be assessed (5.3.a).

Further, according to 5.3.b., an assessment of the Applicant organisation/Coordinator's **financial capability**, i.e. stable and sufficient sources of funding to maintain its activity throughout the period during which the project is being carried out and to participate in its funding will be carried out.

This assessment will be based on, amongst other documents as requested under Section 6.2 of the Call, on complete, signed and audited financial statements or reports for the **past three closed years.**

Recently funded organisations should provide with their application the starting balance (assets and liabilities), the financial management plan and information on possible risk liability insurance.

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10) Question

Can a Norwegian organisation act as the applicant in the call? Would it be eligible to receive financial support from the program?

Answer:

Entities established in third countries may participate only as Associate Partners on a non-cost basis, and are not permitted to submit applications. None of their costs incurred in the project can be eligible for EU co-financing. The eligibility criteria of the Programme may be found in the Call for Proposals (5.2. Eligibility criteria).

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11) Question

Are there any restrictions with regards to applying when an organisation is already receiving funding under the same line? The proposed project would be complimentary to the one which is already receiving funding.

Answer:

There are no restrictions with regards to applying for the Programme Prevention of and Fight Against Crime even if you are already receiving funding under the same programme provided it is not for the same action.

According to Article 129 of the Financial Regulation (EU, Euratom) no 966/2012, OJ L 298, 26.10.2012 (Principle of non-cumulative award) each action may give rise to the award of only one grant from the budget to any one beneficiary. In no circumstances shall the same costs be financed twice by the EU budget.

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12) Question

How can we can find a partner for this call and/or to join a consortium of partners that will work on similar topics?

Answer:

There are no such lists of organisations that are looking for partners for the ISEC Programme. However, all projects which have been funded so far under the previous Calls for Proposals can be found either in the project database (can be searched by theme or country) under http://ec.europa.eu/dgs/home-affairs/financing/fundings/security-and-safeguarding-liberties/projects-database/index_en.htm or in the lists of projects awarded during previous years: http://ec.europa.eu/dgs/home-affairs/financing/fundings/security-and-safeguarding-liberties/prevention-of-and-fight-against-crime/index_en.htm. The names of the applicants / partners are indicated.

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13) Question

Will a negative profit/loss account of a partner/co-beneficiary lead to a weaker evaluation for the proposal?

Answer

The Applicant organisation/Coordinator is responsible for the project conception and development. It takes the lead and submits the grant application for the Commission's appraisal (including the Budget Form and all Annexes). Please note, that the Applicant organisation/Coordinator is also responsible, when preparing the application, for the verification of the eligibility and selection criteria for all its co-beneficiaries. This includes the check of their financial viability.

According to the Calls for Proposals, 5.3.b., an assessment of the financial capability of the Applicant organisation/Coordinator will be carried out by the Commission at the stage of the application. However, depending on the involvement of the potential partner/co-beneficiary in the project (share of the total cost/own contribution) and your assessment of the possible risk this partner might present to your partnership, you might want to submit supporting documents also for this partner for his financial viability to be checked already at application stage.

When assessing the application, the Commission may request necessary additional clarification or supporting evidence. Nevertheless the in-depth administrative preparation of the

application, including the provision of any supporting evidence of the financial capacity of the beneficiaries, is essential.

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14) Question

It is said in CFP 2013 that "None of the costs incurred by an Associate Partner for the project activities will be considered eligible for EU co-financing". Does it mean that the Associate Partner has to cover all the costs related to its participation in the project and there are no possibilities to cover any of such costs from the grant money? What about costs of participation of an Associate Partner in activities carried out in an Applicant or Co-beneficiary such as seminars or conferences?

Answer

The Commission may accept that one person from each Associate Partner participates to a maximum of 2 project meetings/events per years (max 2 days per meeting) provided the expenditures are entered in the budget of one of the beneficiaries and paid by them.

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15) Question

The Guide for applicants CIPS/ISEC2013 mentions on Section 4.4.2.1 - page 27, first paragraph, maximum indicative amounts for a full-time working day as being in principle €125 for ISCO1, €250 for ISCO2, €300 for ISCO3, €450 for ISCO4. In the link given on the same page: http://www.ilo.org/public/english/bureau/stat/isco/isco88/major.htm however the highest occupation classification is indicated as major group 1. Could you clarify if the classifications has been inverted in the guide and if ISCO1 should in fact be the highest, ISCO4 the lowest classification?

Answer

Due to a clerical error the codes have been inverted in the Guide, so indeed it should be read as follows: €450 for ISCO1, €300 for ISCO2, €250 for ISCO3 and €125 for ISCO4.

Questions for specific calls:

"Chemical, Biological, Radiological and Nuclear materials" (CBRN) call

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1) Question:

1. Concerning priorities 1 and 2, aviation security is mentioned related to training activities. Are the targets stakeholders of military domain, stakeholders of the civil domain or both?

2. Concerning priorities 2 and 4, CBRN(E) is the scope of the requested activities. Is a proposal focusing only on chemical or radiological area (for instance for the detection technologies of the priority 4) considered eligible for funding?

3. Concerning priority 4, development of methodologies and procedures is the goal. Does this priority aim also at funding the development of mobile detection technologies?

Answers:

1. The main target group of the call is law enforcement. If internal organization of a Member States envisages a role to play for military actors in case of a terrorist threat then they can be included as well.

2. Yes, projects can be focused only on one of the CBRN components.

3. No, the priority does not cover development of technologies.

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1) Question:

Our plan is to enhance a toxicology laboratory with equipment and training of the personnel. Can this be funded under the CBRN target call for proposals of 2013?

Answer:

Activities as those described can be financed, but as a part of a broader project, i.e. the Commission would not want to fund a project on enhancement of the CBRN capability via purchase of equipment only.

"Illegal use of the Internet and sexual exploitation of children" (INT) call

1) Question:

Is the call going to fund only projects that deal with sexual exploitation of children <u>online</u> or will it also fund projects that address sexual exploitation of children in general? Does sexual exploitation need to be linked to the use of the Internet and ICTs for a project to be eligible for funding?

Answer:

Since it is a call related to the illegal use of the internet, there would need to be some ICT element involved in the sexual exploitation for a project to be eligible. However, we would not see it as narrowly as requiring that the sexual exploitation take place online. Rather, one could imagine that also other internet-facilitated sexual abuse could be covered, e.g. a project on online grooming. So a link to ICT should suffice in our view.

Call restricted to framework partners:

1) Question:

In the current ISEC call for proposals for framework partners it is stated that the projects have to be transnational and thus involve partners in at least two Member States. How should this be interpreted, that there is a coordinator in country x and at least one partner organisation in country y, or that there is a coordinator in country x and partner organisations at least in countries y and z?

Answer:

The requirement has to be interpreted as at least a coordinator in country x and one partner organization (incurring costs) in country y.

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2) Question:

Under the call restricted to framework partners under point 5 - priorities there is the following wording:

Projects on radicalisation leading to terrorism, violent extremism and the support to victims of terrorism. This Call will consist of 2 separate groups of actions which should aim at (a) countering the phenomenon of radicalisation leading to terrorism and violent extremism, including addressing the motivations of terrorists and violent extremists, strengthening civil society engagement at the grass-roots level; developing strategic communications strategies to counter terrorist and violent extremist propaganda and ideologies, offering non-violent alternatives; identifying best practices in the prevention of radicalisation and violent extremism and in enabling disengagement and rehabilitation, (b) supporting victims of terrorism, including promoting the dissemination of terrorist victims' testimonies, providing platforms and appropriate media training for victims in order to delegitimize the violent propaganda of terrorists;

Question: does this mean, that we need two separate projects (one project looks to the question of radicalisation and one project looks to the question of victims)?
Or is it possible that our potential project has look at both questions - within one project?

Answer:

1) You do not have to combine two strands (1. radicalisation and 2. victims) into one proposal.
All of the following options would be eligible:
1. projects focussed on radicalisation itself
2. projects supporting VoTs
3. projects combing two main strands (e.g. using victims' testimonies to prevent radicalisation).