



Q&A from the Info session held on 12th April 2024 on the Call for Proposals for Youth Fund "Local Youth Initiatives"

1. **Is it required to implement the project in more than one country of the Western Balkan? If, for example, the lead participant and associate partner are from two different countries, should it be implemented in both countries?**

It is not mandatory to implement the project in more than one Western Balkan country. Project activities can be implemented on the territory of one or more countries (Albania, Bosnia and Herzegovina, Kosovo*, North Macedonia or Serbia). If the lead applicant and associate partner are from the two different countries, the project shall be implemented in lead applicant's country and may be implemented also in associate partner's country.

2. **Does organization need to be youth led? Can the project be led by youth under the non-youth registered NGO?**

The Call for Proposals for the Youth Fund "Local Youth Initiatives" is open to both CSOs or youth organizations that must fulfill all the criteria listed on page 10 of the Guidelines for applicants. There is no need for the organization to be led by youth. The project can be led by young people within an CSO that is not registered for youth.

3. **What is mean by being established in an IPA III Beneficiary under the Instrument of Pre-Accession Assistance. Does this mean the countries that are increasingly located in the Western Balkans?**

That means that CSOs must be registered in one out of five Western Balkan countries: Albania, Bosnia and Herzegovina, Kosovo*, North Macedonia or Serbia. Youth Fund are not implemented in Montenegro, therefore CSOs registered in Montenegro are not eligible for this Call for Proposals.

4. What type of supporting document is Certificate of authorized person?

Certificate on authorized person is a document issued by the relevant national authorities (certificate of business registration agency, court decision or similar depends by the country) which proving who is the authorized person of the applicant organization (the Annex V - Declaration of responsibility, the contract between the applicants and the Administrator and other documents must be signed by the authorized person).

5. Does it matter when this document is issued?

No, it does not matter when this document was issued. It is important that it is issued by the relevant national authority and that the information in it is credible and valid.

6. Should all official documents be translated into English with a stamp from an official translator?

Yes, all official documents must be translated into English with a stamp from a certified interpreter.

7. VAT costs - is there a possibility of getting a relevant document from EU body in respective country in order to be tax free? If not, what technically mean that grantee is paying for VAT?

VAT is not eligible cost. It is to be borne by the applicant.

8. Does the project eligibility (Section 5.2. in the Guidelines) have to include/address each of the listed or it can also refer to several that are fitting to the particular project proposal?

Eligible projects do not have to address each of the listed actions. Project must include at least one from those enlisted actions in the Section 5.2. of the Guidelines for applicants.

9. Is it mandatory to be a youth registered NGO?

No, it is not mandatory to be a youth registered NGO. The Call for Proposals for the Youth Fund "Local Youth Initiatives" is open to both CSOs or youth organizations that must fulfill all the criteria listed on page 10 of the Guidelines for applicants.

10. Is it mandatory to have partners in the project?

No, it is not mandatory to have partners in the project.

11. What is the number of CSO selected for each country, is any balance the country?

The selection of projects depends on the quality of submitted project proposals.

12. Is it justified to purchase equipment based on the fact the existing equipment is old (i.e. laptops)?

Purchase of the laptop is eligible costs within this Call.

13. Could you list some of the examples of indirect costs (7% of the total direct costs)?

The indirect costs are costs connected with infrastructures and the general operation of the organisation, such as: office rent, water/gas/electricity, maintenance, insurance, office supplies, phone bills, connection costs, postage, etc.

14. The partners must be registered in last two years or that is only for lead applicant?

Eligibility of lead applicant is only relevant.

15. What are the payment dynamics for those who will receive the grants? Shall the entire amount of the grant be paid immediately at the beginning of the project implementation or the payment be done in several installments?

The grant amount will be paid off in two installments. The first installment will amount to 70% of the total grant amount. The first interim report has to be submitted after the first six months of the project implementation. After acceptance of the first interim report, the second installment of 30% will be paid.