



## Public Call for Applications for Development of Territorial Strategies CFP EUPROPLUS 01-2021

### Frequently Asked Questions with Answers - part 2

Published on 3 December 2021

*This document serves as a record of clarifications provided to interested parties related to the Public Call for Application for Development of Territorial Strategies (CFP EUPROPLUS 01-2021) in response to their inquiries received through phone calls and during EU PRO Plus info sessions related to the Call, as well as clarifications provided in writing in response to the emails received through channels defined by the Call. The answers to received questions are summarised in this document.*

#### I Application Form and Application Preparation

**Q1. Can the city submit more than one application?**

The City can only be an applicant or a partner in a single application, in accordance with eligibility criteria listed in Section 6.3 of the Public Call.

#### II Application Form and Application Preparation

**Q2. In the case of preparation of an application for ITI strategy, under Point 3.1 of the Application Form is it necessary to describe the institutional capacities and experience in similar actions of the applicant only or of both, applicant and co-applicants?**

In case of preparation of an application for ITI strategy, 3.1 in the Application Form, it is necessary to describe the existing internal institutional capacities of the applicant. In addition to applicants' experience in similar actions, the experiences of co-applicants may be stated, too.

**Q3. Within which section of the Application Form, the applicants for ITI strategies should provide information on educational institutions such as faculties or higher and secondary education institutions that exist in the proposed territory?**

The information on human capital, i. e. on institutions of secondary and higher education and universities should be provided under Point 3.2 in the Application Form in accordance with the explanation of assessment criteria related to the common socio-economic and spatial characteristics of the proposed territory given in Section 7.2 of the Public Call.

- Q4. Whether the innovative ecosystem institutions include both, the public and the private institutions that exist in the proposed territory?**  
Innovative ecosystem institutions (territories with science and technology parks or research institutes) include both, public and private institutions.
- Q5. Is it necessary, under Point 3.2 of the Application Form, to define in advance the scope and thematic framework of the territorial strategy?**  
Applicants should not define in advance the scope and thematic framework of the territorial strategy, however under Point 3.2 in the Application Form should state and briefly describe the specific characteristics of the territory as explained in the Public Call under the Section 7.2, so as to allow understanding the potentials, and for the purpose of defining the preliminary scope and thematic framework of the territorial strategy.
- Q6. Is it acceptable for Annex C - Statement of the applicant and the co-applicants, to be signed by each participant in the application on a separate copy (instead of signing the same copy) so that as many copies of the statement are submitted as there are participants in the application, i.e. applicant and co-applicants?**  
When submitting the application documentation, the applicants for the ITI strategy, in addition to other application documentation, submit Annex C - Statement of the applicant and partners in one copy signed and stamped by the applicant and all partners.  
It is acceptable for each of the participants in the application to sign and stamp a separate copy of the equally completed statement and to submit with the application as many signed statements as there are participants in the application.
- Q7. In which language is it necessary to complete the Application Form - Annex A? Serbian or English?**  
Application form (Annex A) as well as all other annexes should be filled in and submitted in English language. Application forms are specified in point 8. Procedure of the Public Call and is available on the the Public Call website.
- Q8. Do the applicants for SUD Strategy need to fill in section 3. 3 in the Application Form?**  
The applicants for SUD strategies do not fill in section 3.3 in the Application Form. Only the applicants for ITI strategies fill in this section.
- Q9. When filling out the application form, is it enough to give only the total number of brownfield locations, or is it necessary to list them by name and give a brief description (e.g. area and position)?**  
In addition to the total number of brownfield locations, it is desirable to state their names, area, location, ownership structure and similar.
- Q10. When applying for ITI strategy, is it necessary to describe only existing traffic corridors, objects and initiatives, or the planned ones should be described?**  
In application for ITI strategies, when describing the common socio-economic and spatial characteristics of the territory, might be specified both, the existing and the planned important traffic corridors and facilities (traffic - highways, expressways, railway and water corridors, civil airports) and initiative as explained in the Call under the Section 7.2.

**Q11. When applying for ITI strategy, should the state of unemployment structure be described within the description of human capital?**

If stated, then the structure of unemployment should be provided within the part describing common characteristics of the territory listed in criterion 2.6 - *Common needs, issues and challenges (high unemployment rate, youth emigration, economically inactive population, tourism potential, environmental protection and climate changes-related issues)* in accordance with the explanation given in Section 7.2 of the Public Call.

**Q12. Is it possible to exceed the word limit in the application form?**

The number of words specified in the Application form is the recommended maximum. Minor deviations are acceptable.

**Q13. Is it possible to develop a SUD strategy for the entire area of the Spatial plan of the city including all settlements? Should the scope of the SUD strategy be defined in advance in the application?**

The SUD strategy is very flexible in terms of scope, and in principle can be developed for the entire area of the Spatial plan of the city. However, the preliminary scope of the strategy depends primarily on the context and size of the urban area and specific issues, but may also take into account urban-rural linkages on the territory of the local self-government. The scope of the SUD strategy should not be defined in advance in the application.

**Q14. Whether the application can be submitted via WeTransfer to the specified email address?**

In accordance with the Public Call, applications must be submitted to the following e-mail address: [rsoc.applications@unops.org](mailto:rsoc.applications@unops.org). The application documentation must be sent as an e-mail attachment.

The total email size of the application should not exceed 15 MB, as that is the maximum allowed email message size by the UNOPS server. If the application is larger than 15 MB, documents should be sent in a series of emails, with each email not exceeding 15 MB size thresholds. Each part of the application should be numbered in the email subject field.

**Application deadline is 10 December 2021.** Applications must be received before midnight-local time on the closing date of the Call for Applications. Applicants are kindly advised to submit the application timely, as late deliveries due to slow internet connection or other network/hardware/software related problems may lead to disqualification of the application. Only applications received by UNOPS mail server before the deadline would be accepted.

**Q15. Which of the application documents should be submitted in electronic form?**

The applicant has to submit the following application forms in English language:

- Application Form (Annex A) - completed and enclosed in the original editable Word/Google docs format and in scanned PDF format, signed and stamped by the authorized person;
- Statement of Applicant (Annex B) - completed, signed and stamped by the authorized person of the applicant and enclosed in scanned PDF format - applies to applicants for SUD strategy;

- Statement of Applicant and Co-Applicants (Annex C) - completed, signed and stamped by the authorized person of the Applicant and Co-Applicants and enclosed in scanned PDF format - applies to applicants for ITI strategy;
- Application checklist (Annex D), completed and enclosed.