



Ministry of
European Integration
REPUBLIC OF SERBIA

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EU THE EUROPEAN UNION FOR
LOCAL DEVELOPMENT
PRO+

Open Call for Proposals For Local Infrastructure Projects

Questions and answers 3

Reference: Call for Proposals number **CfP 02-EUPROPLUS-2021**

Questions and answers 3

1. **Q:** If the Value of the project is 300.000,00 EUR and Municipal contribution is 130.000, 00 EUR, can the value of the equipment for the Health Centre project be 150.000,00 EUR?
A: No, if the EU PRO+ contribution is 170.000,00 EUR maximum value of the equipment can be 85.000,00 EUR for the social protection and health sector projects. If the Municipality is willing to make additional contributions for the subject equipment, it can do so but this amount cannot be included in the project budget given the percentage limitation.
2. **Q:** Is it acceptable to apply for the reconstruction of a suburban road as an eligible project proposal?
A: No, this is not an eligible intervention.
3. **Q:** Can a Municipal official be a member of the project team?
Regarding the evaluation Criteria 2.3 level of development of local self-government, please explain the scoring in reference to the development level of the applicant.
A: Yes, an official can be a member of the project team.
Regarding the evaluation Criteria 2.3, the scoring is as follows:
if the Applicant belongs to Group IV, devastated areas, a max of 7 points will be allocated.
If it belongs to Group IV, 5 points will be allocated.
If it belongs to Group III, 3 points will be allocated and
if it belongs to Group II, 1 point will be allocated.
4. **Q:** The city is planning the reconstruction of the facade and roof of the school building, which is owned by the Republic of Serbia. Is it necessary for the Republic Directorate for Property to be a partner in the project, if, of course, the City has the consent of the Government to perform works on the facility that is state-owned?
A: No. This partnership is not necessary, but consent of the Republic Property Directorate or any kind of agreement with the school will be needed.
5. **Q:** Can the budget line for reserves within the municipal budget be considered as a proof of available co-funding?
A:Yes.
6. **Q:** Can the costs for the preparation of the design be included in the application and presented in the Budget within line 1.1. Preparatory Activities (Consultancy, Tendering ...)?
A: No, the project design should be submitted during the application process. Only final revision of the submitted technical documentation for the procurement purpose is eligible.

7. **Q:** Is it acceptable to transfer to the project partner the funds needed for the implementation of activities for which the partner is responsible so that the partner makes all individual payments related to these activities from his account? Or all payments on the project must be strictly paid from the sub-account of the applicant or the municipality? The partner would be paid by the grantee.
A: All payments related to project activities must be strictly paid from the Municipal sub-account.
8. **Q:** The project includes partnership between the city of Leskovac and PUC Vodovod Leskovac, and it is about the reconstruction of the water supply network (capacity increase). There is a proper building permit and the design, but we have a pumping station which we plan to replace with the identical equipment. We do not have a design for the new one so, can we include in the project this cost of equipment procurement (below 30% of the project value).
A: Yes, if this pump station is part of the proposed project and the need for the pump replacement is foreseen by the design/technical report, then it could be also added in BoQ.
9. **Q:** Is it eligible to apply with a project for which we have a building permit which has expired?
A:No , the building permit should be updated and valid.
10. **Q:** Is it eligible for the statement of co-funding to be signed by the applicant's partner, in this case, PUC Vodovod Leskovac, which has foreseen the funding for this project within its budget. The main applicant is the city of Leskovac while the funding would come from the partner PUC Vodovod?
A: No, the statement of co-funding should be signed by the applicant (Municipality). Budget line from PUC Vodovod Leskovac budget should be submitted as a proof.
11. **Q:** Is it relevant to include the Programme of development of culture within the "soft" activities if the project is within this sector? If yes, can these activities be implemented by a Regional development Agency as a partner given the experience it has in this area?
A: Yes. Only "Soft Activities" that are part of the budget such as drafting acts and regulations that promote the principles of good governance or provision of other services that could contribute to improvement of services in this particular public institution can be funded. These activities can be carried out by LSGs, through the engagement of service providers such as the Regional Development Agency or Civil Society Organisations or other organisations that could be engaged for improvement of services. These costs may not exceed 5% of the total costs.
12. **Q:** Can a development agency accredited on the national level, registered as l.l.c be a partner on the project for the purpose of organising training in the area of

economic empowerment of women and be paid for these activities from the project budget of the foreseen 5 %?

A: Yes. "Soft Activities" related to promotion of the principles of good governance or provision of other services that could contribute to improvement of services in this particular public institution can be funded. These activities can be carried out by LSGs, through the engagement of service providers such as the Regional Development Agency that could be engaged for improvement of services. These costs may not exceed 5% of the total costs.

13. **Q:** Respected, the City of Novi Pazar is planning to apply with the project of upgrading the floors at the Public Health Institute in Novi Pazar and Tutin. Is it possible to apply with this project if the owner of the location is the Republic of Serbia, the Republic Directorate for Property, because the Public Health Institute is working to improve public health in the territory of Novi Pazar and Tutin?

A: Yes, but a consent of the Republic Property Directorate or any kind of agreement with the Public Health Institute will be needed.

14. **Q:** I am addressing you on behalf of the Municipality of Varvarin and the association "Eurocontact", that is preparing a project proposal for the Public Call for local infrastructure projects. From the text of the Call for proposal, we could not conclude whether the salaries of employees in the Municipality of Čičevac, who will be engaged in the project, can be accepted as part of the co-financing of the project?

A: No, Human Resources costs are not eligible in this call, Co financing can only be financial.

15. **Q:** Can the amount for soft activities can be higher than 5% if the entire amount for soft activities is financed by the project applicant and /or can the funds over 5% be financed by the project applicant, or whether the project applicant can co-finance the project with more than 15%, in which case the surplus would be used for soft activities?

A: No, If the Municipality is willing to make additional contributions for the subject soft activities, it can do so but this amount can be included in the project budget given the percentage limitation.

16. **Q:** We have planned visibility activities as well as soft measure activity as part of our project proposal. LSG have enough capacities to organise these activities without incurring any costs, i.e. there are employees who can perform the activities in line with their normal work, so there is no need for the activities to be outsourced. Is it acceptable for these activities not to be outsourced, i.e. paid for the project budget?

A: Yes, it is ok not to outsource soft activities but realise them based on the in-house expertise. Nevertheless Human Resources costs are not eligible in this call such as salaries of Municipal employees but cost for soft measure activities are eligible.

Questions from online info session held on 12 January 2022

17. **Q:** Is partnership with the sector for emergency situations and with a public utility company eligible within the Call?
A:Yes. Partnerships are encouraged within this Call.
18. **Q:** In case the BoQ changes due to the rise in the market prices, is it sufficient for the administration architect with relevant licence to verify the changed BoQ or this has to be done by the designer?
A:Yes.The recommendation is that the designer does the review of the BoQ.
19. **Q:** The project foresees the construction of an open air amphitheatre. The BoQ does not include the purchase of wifi benches for solar energy. Can they be included in the BoQ or should they be treated as the procurement of equipment? Is the revision of the project documentation necessary?
A:Yes. Both options are possible. Detailed specification with prices and location of the equipment should be provided. This is an innovative solution.
20. **Q:** As far as the donor projects are concerned in relation to relevant experience of the applicant, is it necessary to upload the final financial reports of those projects?
A:No. Any document which proves the realised project with donor funds is sufficient proof (Donation agreement, Grant Support Agreement, Handover Record...).
21. **Q:** The project relates to a school and energy efficiency. The project design is separate in three phases, energy efficiency, basement and gym. Can we apply with one or two phases? We will not upgrade the school to level C in terms of energy efficiency but it will be improved for one level at least.
A: You can apply with one or both phases if they are under the same permit, but the work should include finalisation of all functional parts included in your design.
22. **Q:** Is a project related to the replacement of joinery within the Occupational health clinic an eligible project?
A: Yes.
23. **Q:** In relation to adjustment of prices from the BoQ with the current market prices, the municipality engaged a licensed engineer. If the documentation is not good enough, can the applicant use budget line 1 to revise it?
A: Recommendation is to have revised the Bill of Quantity before applying, since all costs additionally occur after the award of the grant funds will be borne by the applicant. Budget line 1 can be used for additional assessment of the quality of design documentation and tender preparation, if justified, and with the consent of EUPRO plus.
24. **Q:** If the design foresees replacement of electrical installations including an X-ray machine, can the machine be included in the budget line for works or it has to be treated as equipment?
A: X-ray machines can be treated only as equipment.

25. **Q:** We are planning to apply with a project for reconstruction of the Cultural Centre in village settlement with a multi sectoral approach, including the village health clinic which is planned to be located in one part of the Cultural centre building. Which lot is that, 1 or 2?

A: If this is only one proposal you will check Proposal 1 in the application form. As this proposal targets the health sector (in addition to culture) you have a right to submit one more proposal on behalf of your local self government.

26. **Q:** A part of the project, we want to apply with, has already been realised. Can we apply with the same project, for continuation of activities with the BoQ containing only the planned works, while the Design for execution of works would contain all works?

A: Yes, the works you apply for have to be final and facility put in function.

27. **Q:** For the project related to reconstruction and equipment of the health clinic we have a construction permit and approval from PUC "Resavica-Ibarski rudnici" (that has the user right over the facility). Is it necessary for Resavica to be a project partner?

A: If the Health Centre has the consent from PUC "Resavica-Ibarski rudnici", only the health centre can be a partner within the proposal.

28. **Q:** Could you list what we need in relation to the technical documentation. We have an execution design and a Decision on the approval for the execution of works?

A: The execution design is the final product of the technical documentation and you could upload it when applying. The Decision on the approval for the execution of works has to be uploaded as well and all relevant documents listed in the Call.

29. **Q:** Novi Pazar is planning to submit two projects. Do we need separate accounts for projects or can we apply with one account for both?

A: Yes, we need a separate account. One account can be used only for one application.