



Bulgaria – Turkey IPA Cross-Border Programme



Questions and answers on the 1st Call for Proposals of the Bulgaria – Turkey IPA Cross-Border Programme, received by 30 October 2009

1.	Will activities related to prevention of forest fires be eligible for financing? (– for example clearance of roads for the passage of fire or caterpillar vehicles, establishing warning/notification systems, etc)	<p>The Guidelines for applicants under the First Call for project proposals under the Bulgaria - Turkey IPA Cross-Border Programme (“GfA_1st_Call”) contains a list of indicative activities. The list is not exhaustive and in the process of project proposals preparation applicants must judge if their project proposal complies with all requirements for eligibility of activities (item 2.2.2).</p> <p>You shouldn’t forget that the project including these activities must demonstrate a clear cross-border impact on the eligible area of the Programme.</p>
2.	Is participation of civil servants and municipality servants without a statute of civil servants in project management team an eligible activity, and are they eligible for remuneration within project work?	<p>No restrictions mentioned in the “GfA_1st_Call” interdicting civil or municipality’s administration’s servants from participation in the project implementation.</p> <p>Please note that engagement of staff, employed as public servants in the respective local or district administration, as a part of the project management team shall be in compliance with relevant labour legislation in the respective country. It must also obey respective regulations of legislative relations between the employer and the employee, and regulations related to implementation of projects funded by European Union budget.</p> <p>The Programme Managing Authority will prepare additional clarification concerning national legislation in that field, and will publish it on the Programme website.</p>
3.	How the VAT (Value Added Tax) will be recovered to the municipalities, which are VAT registered?	<p>According to the Article 89(3) of Commission Regulation (EC) No 718/2007 by way of derogation from Article 34(3), the following costs shall be eligible for a contribution from</p>

		<p>the IPA:</p> <ul style="list-style-type: none"> (a) value added taxes, if the following conditions are fulfilled: <ul style="list-style-type: none"> (i) they are not recoverable by any means; (ii) it is established that they are borne by the final beneficiary; and (iii) they are clearly identified in the project proposal. <p>More information concerning VAT recovery you may find on the Programme website.</p>
4.	<p>During the informational meetings implemented in Edirne a scheme of grant payment after the signing of Grant contract with the Beneficiary organization was presented.</p> <p>Our question is what will be the scheme of co-financial payment to Beneficiaries, ensured from the national budgets of two countries? How Beneficiaries will receive this co-financing?</p>	<p>For each approved project under this (the First) call for proposals only one Grant contract will be signed.</p> <p>The Grant contract will be signed between MA and the Lead Partner. The Lead Partner will be responsible for transferring the relevant budget amounts to the partners participating in the operation according to the partnership agreement and certified costs. The total value of the project, the European community co-financing and National Budgets co-financing will be specified in the Grant contract.</p>
5.	<p>Is it eligible activity buying/supply a waste transport/processing vehicle in case of parallel activities in the partner's municipality are performed?</p>	<p>The "GfA_1st_Call" contains a list of indicative activities. The list is not exhaustive and in process of project proposals preparation applicants must judge if their project proposal complies with all requirements for eligibility of activities (item 2.2.2).</p> <p>You shouldn't forget that the project including these activities must demonstrate a clear cross-border impact on the eligible area of the Programme.</p>
6.	<p>How to plan the selection of a contractor for the activities on Turkish territory - where the procurement procedure should take place: here, in Bulgaria, or in Turkey?</p>	<p>When the Lead Partner or a Project Partner/s sub-contract activities in order to achieve the goals of the operation, the sub-contracting must be done by a transparent tendering procedure, following the provision of EU Regulation 718/2007, article 121, translated into Practical Guide to Contract Procedures for EC external actions.</p>
7.	<p>Can a supplier from Bulgaria deliver goods – technique, equipment, etc. to Turkey and whether a duty is payable?</p>	<p>Costs for purchase of equipment are eligible if complying with requirements of section 2.2.2 Eligibility of activities of the "GfA_1st_Call", and they are relevant to the requirements for eligible activities under the Programme – section 2.2.3 "Eligibility of Expenditures", namely - they must be necessary for carrying out the activity and must comply with the principles of sound financial management, be stipulated in the project budget, have been actually incurred by the beneficiaries, be recorded in the beneficiaries' accounts and tax documents, be verified as eligible by the controllers and certified, be in line with the provisions of the subsidy contract, national and European legislation, costs have not been subject to financing from any other public funds.</p>

		<p>Duty imposing on the equipment depends on, and it is in compliance with the current customs legislation between the countries.</p> <p>Please, have in mind that according to Article 34(3) and Article 89(2) of Commission Regulation (EC) No 718/2007 customs and import duties, or any other charges shall not be eligible for a contribution from the IPA.</p>
8.	If, for example, a waste transport/processing vehicle is to be supplied, can activities connected to joint visits and trainings in the field of waste management also be planned?	Please see the answers to previous questions.
9.	How a payment for activities on Turkish territory is done – whether a partner carrying out activities there settle the account, accounts for a sum, and after that we transfer the money or another way is foreseen?	<p>According to the “GfA_1st_Call”, a Lead Partner is selected among partners for each project before submitting the project proposal (the Lead Partner can be either on Bulgarian or on Turkish territory). The Lead Partner submits the project proposal and signs the contract for funding with Managing Authority (in case the project proposal is approved). It is his responsibility to transfer respective amounts from the project budget to the participating in the operation partners in accordance with the partnership agreement and certified costs. All partners have to be in the position to ensure a temporary availability of financial resources until reimbursed by the programme for certified expenses.</p>
10.	Is the bank guarantee an eligible expenditure in the budget of a project?	<p>According to the Article 89(3)(e) of Commission Regulation (EC) No 718/2007 eligible costs are the cost of guarantees provided by a bank or other financial institutions, to the extent that the guarantees are required by the national or Community legislation.</p>
11.	Is it possible to certify expenditures for translation of the project from Bulgarian into English only by an invoice or a procurement procedure for selection of a translating company/agency need to be carried out, as well?	<p>According to the budget line 7 of the “GfA_1st_Call” : “expenses for project preparation (meetings between partners, consultancy, studies, translation of documents, feasibility studies, detailed project design and other technical documentation, taxes and other charges) carried out before the grant contract is signed” are eligible.</p> <p>Expenditures are eligible from the date of the Financing Agreement between the Government of Republic of Turkey and the Commission of the European Communities (May 26, 2009), but not earlier than one year before the date of call for proposals.</p> <p>These expenditures can not be more that 5 % of total eligible project costs. Payment of a grant towards the cost of Project Preparation will only be made to those applicants whose projects are approved for grant. Otherwise, this cost is not recoverable.</p> <p>Expenditures for translating services must be carried out in accordance with the Practical Guide to Contract Procedures for EC external actions where the procedure is specified depending on cost of the service.</p>

12.	Can we plan a procedure for selection of a consultant who will carry out the rest/other procedures for selection of contractor/executor? What type of procedure it should be?	It is up to the partners in the project to decide whether to carry out a procedure for selection of a consultant who, on his part, will implement further procedures for selection of contractor/executor. The type of the procedure must be in accordance with the Practical Guide to Contract Procedures for EC external actions where the procedure is specified depending on cost of the service (PRAG).
13.	Where we can find instructions for publicity and instructions/requirements for procedures for selection of contractor/executor in Bulgarian language?	<p>Instructions for publicity can be found on the following address: http://ec.europa.eu/europeaid/work/visibility/index_en.htm Currently those instructions are available in English, French and Spanish.</p> <p>Instructions for carrying out of procedures for selection of contractor/executor can be found on the following web site: http://ec.europa.eu/europeaid/work/procedures/implementation/practical_guide/index_en.htm Those instructions are not available in Bulgarian language.</p> <p>Please be aware that the Practical Guide to Contract Procedures for EC external actions (PRAG) and its annexes are subject of updating/amendments/changes by the EC. In this respect subcontracting should be performed in accordance with the latest published edition applicable at date of signing of the contract. All editions of the Practical Guide to Contract Procedures for EC external actions are in English and should be used/applied in this language.</p>
14.	According to the Application Form in the part of the financial status, Partners have to write their turnover or equivalent in EUR at the financial status. Which rate is to be used for this calculation from Turkish liras to EUR?	According Guidelines for applicants (item 3.2 “Supporting documents”), among supporting documents which are to be provided and submitted together with the Application form a copy and English translation of the partners’ accounts - Annual Balance Sheet and Profit and Loss Accounts for 2007 and 2008 /if completed/ are required. In the Application Form in tables for each project partner you should provide the information on the basis of the Profit and Loss Accounts and Balance Sheet. For conversion the turnover or equivalent from Turkish liras in EUR the applicants should use average of the monthly accounting exchange rate of the Commission (Infor-euro) for Turkish liras for the year for which the Annual Balance Sheet and Profit and Loss Accounts was issued.