



## **CALL FOR PROPOSALS**

EYE2025 – Design, implementation and coordination of the outdoor programme in the EYE Village

EP-COMM-SUBV-2025-EYE-VILLAGE-COORDINATION

### **Questions and Answers (Q&As)**

**Version 24 May 2024**

You will find below the list of asked questions and replies based on received questions for this calls for proposals. Please note that the present document aims to complement and clarify the current call for proposals and its documents of guidance and does not replace them. The Q&As will be periodically published; applicants are invited to check the following website regularly: <https://www.europarl.europa.eu/contracts-and-grants/en/grants>

#### QUESTION 1:

Is the 400.000 max budget allocated to the management of the project itself or we should include the funding to be granted to the future EYE village organisers within this given budget?

#### ANSWER 1:

The maximum budget available for this call is **EUR 400 000**. This budget includes the funds to be allocated by the beneficiary to sub-grantees.

As stated in point 6.5 "Financial Support to Third Parties," it is the responsibility of the beneficiary to select and **provide funding (financial support) to sub-grantees** for the implementation of activities within this budget.

\*\*\*

#### QUESTION 2:

Under Section 6.5 (Eligible activities, 'Financial Support for Third Parties') the tender says "The financial support to third party may take the form of sub-grants (including a lump sum)". However, Section 10.2 (Form of grant, funding rate and maximum grant amount) says "The grant will be an actual cost grant. This means that it will reimburse **ONLY** certain types of costs (eligible costs) and **ONLY** costs actually incurred by the beneficiary for your project (NOT the budgeted costs)."

We understand that the application must provide a detailed explanation of how the lump sum is calculated and what is included. However, we would like to understand whether - assuming that a subgrantee fulfilled all their contractual obligations - the beneficiary will also be required to receive from the subgrantee a full report of their actual costs and adjust the lump sum accordingly? Or, can we understand that Section 10.2 refers only to the costs actually incurred by the beneficiary and that a lump sum actually paid to a subgrantee is an eligible cost, regardless of the subgrantee's expenses?

#### ANSWER 2:

As indicated in **Section 6.5**, one method of third-party financing can be through a lump sum.

The lump sum paid to a subgrantee, as long as it is part of the agreed sub-grant arrangement and the subgrantee fulfills all their contractual obligations, is considered an eligible cost. This means that once the lump sum is paid, you do not need to receive a detailed report of the subgrantee's actual costs or adjust the lump sum based on those costs.

This being said, as indicated in the call for proposals (Section 6.5d), if the applicant uses lump sums as a form of financial support, it must provide a clear explanation as to what it includes and how it is calculated. This includes a methodology for calculation in compliance with the sound financial management principle and appropriate measures to mitigate the risk of double funding (see Section 6.5, f).

**Section 10.2** refers specifically to the costs incurred by the beneficiary. Therefore, the lump sum paid to a subgrantee, as agreed upon in the sub-grant arrangement, remains eligible regardless of the subgrantees' actual expenses."

\*\*\*

### **QUESTION 3:**

**We know that participants usually have to register to the EYE in groups of minimum 10 people. Is there an expectation or requirement that the subgrantees will also bring a minimum of 10 people to the event? Will the subgrantees be allowed to register to the EYE activities? This has an impact on the calculation of the sub-grants.**

### **ANSWER 3:**

According to **point 6.5 (c)** in the Call for proposals "*The 'group of participants' per recipients of financial support may not exceed 15 people*".

However, there is no minimum established for sub-grantees.

As for registration to the activities – yes, participants brought via the sub grant will be able to register for the activities just like everyone else.

\*\*\*