

## Pilot Local Common Use Facility Grant Scheme for Gaziantep and Şanlıurfa

ICMPD/2020/ENHANCER/353/41001

### Clarifications / Questions and Answers

**ICMPD would like to indicate that due to the high number of questions and until the deadline for asking clarifications (23 October 2020 / 17h00) Q&A will be published regularly**

**Note 1:** Most of the questions that have been received concerning this call for proposals can be answered by **carefully reading** the Guidelines for Grant Applicants (Guidelines).

**Note 2:** Please note that in the interest of equal treatment of applicants, the Contracting Authority does not give a prior opinion on the eligibility of a lead applicant, a co-applicant, an action or specific activities (Please see section 2.2.5 of the Guidelines).

#### General Issues

**1. Will the budget of 1.8 million be distributed only in Gaziantep and Sanliurfa? Will the grant be distributed equally to two provinces?**

As stated in the section 1.3 of the Guidelines, the total budget allocated under this call for proposals is €1.800.000. It is specifically targeting Gaziantep and Sanliurfa.

The available amount under this call for proposals is not separated between the two provinces. The applications will be evaluated in accordance with the evaluation and selection criteria that are explained in the Guidelines (section 2.3).

**2. Do you also support the existing projects?**

As mentioned in the section 2.1.3 of the Guidelines, actions already financed or in the process of being financed from state budget, other EU programmes, or other funds are ineligible. Likewise, as mentioned in the section 2.1.4 costs declared by the beneficiary(ies) and financed by another action or work programme receiving an ICMPD or European Union (including through EDF) grant are ineligible.

**3. Is there a ratio for how much of the support to be provided for Syrians and for Turkish citizens?**

Within this call for proposals, support will be given to institutions, not to individual citizens. The final beneficiaries of the call for proposals are SuTP and LHC entrepreneurs that will benefit from the common use facility.

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The specific objective of this call for proposals is creating new or enhancing current Local Common Use Facilities as critical focal point as entrepreneurial hubs/community centres in which SuTPs and LHCs peers can interact and have access to several services they need. The project proposals should address this specific objective.

**4. Sectors such as food, agriculture and textile are stated as target sectors, but we operate in the fields of software, electronics, and biotechnology. Would it be disadvantageous for us to apply with an innovative / technological entrepreneurship project?**

Targeted sectors defined in the Guidelines (Section 1.2) are not an exhaustive list. Other local value chains and entrepreneurial development activities are also eligible under this call for proposal, given that they are clearly justified in the relevance section (2.1) of the application form.

**Eligibility of applicants (i.e. lead applicants, co-applicants)**

**(Section 2.1.1 and 2.1.2 of the guidelines)**

**5. Is a particular entity or type of entity eligible (numerous questions of this type were received)?**

Please note that in the interest of equal treatment of applicants, the contracting authority does not give a prior opinion on the eligibility of a lead applicant or a co-applicant (Please see section 2.2.5 of the Guidelines).

However, please also note that the eligibility of applicants is defined exhaustively in the Guidelines, i.e. it is clearly defined which entities are eligible.

**6. Can the lead applicant in one proposal be also a co-applicant in another proposal?**

The lead applicant may not be a co-applicant in another application at the same time in this call for proposals.

**7. Is it compulsory to have a consortium in the project? Can we apply on our own?**

"Consortium" is not defined within the framework of this call for proposal. If applying with co-applicant(s) is meant by the word "consortium", then as stated in the section 2.1.1 of the Guidelines, the applicants can apply with or without co-applicants; co-applicants are not compulsory in this call.

**8. Does the call for proposals include women's entrepreneurship centres?**

To ensure equal treatment of applicants, the contracting authority cannot give a prior opinion on the eligibility of lead applicants, co-applicants, an action or specific activities. The eligible applicants are listed under the section 2.1.1 of the Guidelines.

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With regard to the definition of the entrepreneurship centres, this call does not have restrictions with regard to their main support area.

**9. If the incubator is located within the university premises, can two different applicants be made, one as the incubator, and the other as the university?**

If their legal entities are different, they can apply separately. Legal entity may not be lead or co-applicant in two applications in this call for proposals.

**10. Do the legal entities need to have partners among main target groups?**

Having co-applicants is not an obligation for an application. It is expected that the project should support and address the needs of the target group defined in the Guidelines. As stated in the 2.1.1. Eligible applicants section of the Guidelines, the co-applicants must satisfy the eligibility criteria as applicable to the lead applicant.

**11. What exactly is meant by "at least 2 years of documentable experience in the field of entrepreneurship" mentioned in the guidelines and how it is proved and controlled?**

In the section of 2.1.1 of the guidelines, the eligible applicants are listed and these applicants are requested to give supporting documents as stated in the section 2.2.2 of the Guidelines. The statutes or articles of association of the lead applicant, and each co-applicants can be checked in terms of their fields of activity through their articles of organization, statutes, etc. Organizational information including their dates of establishment can be checked from these supporting documents to be evidence for the 2 years criteria.

**12. There is an explanation about the violations of tax and social security payments in the guide. Can't the institutions and organizations committing these violations submit an application?**

As stated in the section 2.2.2, article 10. and 11. of the Guidelines , the applicants should submit up-to-date evidence on the fulfilment (including restructuring etc.) of obligations related to social security contributions and fiscal tax obligations.

**Eligibility of actions  
(Section 2.1.3 of the Guidelines)**

**13. Is a particular action and are particular activities eligible for this call for proposals (numerous questions of this type were received)?**

As stated in section 2.2.5 of the Guidelines, “to ensure equal treatment of applicants, the contracting authority cannot give a prior opinion on the eligibility of lead applicants, co-applicants, an action or specific activities”. Therefore, please carefully read the Guidelines and especially section 2.1.3 of the Guidelines regarding the actions and activities for which an application may be made.

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**Eligibility of costs (Section 2.1.4 of the Guidelines) and**

**Financial Issues**

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**14. Can the salaries of the personnel working in the institutions in the project be considered as co-financing?**

The cost of staff assigned to the action is eligible as defined under the section 2.1.4 of the Guidelines.

Please be informed that the individual costs or budget items included in the budget can not be separated as co-financing of the beneficiary and the contribution of the ICMPSD. The co-financing rate applies to the overall budget.

The staff of the applicant that is assigned to the project can be budgeted and can be employed in the project within the framework of the applicable law(s) to which they and their institutions are subject to. Percentage of the working time of the staff that is assigned to project should be specified and justified in the relevant sections of the budget.

**15. Is it appropriate to select the existing personnel who are currently working with us to assign for the project and to pay their salaries from the project with the co-financing method? Or should a new staff be hired within the scope of the project?**

Within the framework of this call, there are no specific rules related to new or existing staff of the beneficiary and which should be assigned to the project. Please see also the reply given for the question 14.

**16. Can we have a project coordinator advanced in English language, and pay their salaries, since there is no English speaking personnel available?**

The staff needed in order to implement the project can be budgeted under Human Resources heading of the project budget. In addition, it is possible to engage experts necessary for action implementation. Their costs can also be included in the project budget. However, please bear in mind that applicant should have adequate capacity to implement the action.

**17. Can 10% co-financing be considered as an in-kind contribution?**

As mentioned in the section 2.1.4 of the Guidelines, in-kind contributions are ineligible.

**18. Are expenses subject to VAT exemption?**

The grant contract which will be signed with successful applicants will be exempt from the Value Added Taxes (VAT) and Special Consumption Taxes (SCT), motor vehicle tax, special communication tax, and/or taxes of equivalent effect, stamp or registration duties, special charges or any other charge having equivalent effect, pursuant to the provisions of articles set out in the Framework Agreement signed between the Republic of Turkey and the EU in 2015. For more information, please see the Annex H of the Guidelines for Applicants.

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**19. Can you give an example of costs that can be included as co-financing?**

Please see the reply given for the co-financing under question 14.