

**CALL FOR PROPOSALS**  
**Grants in support to the European Youth Event (EYE23)**

**EP-COMM-SUB V-2023-EYE**

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

Version 9 November 2022

*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**

Could you please specify "representation in 7 EU countries"? We have volunteers in EU countries but no physical offices. Do we qualify?

### **=> ANSWER 1:**

According to the call for proposal, section 6.1, applicants must be pan-European youth organisation or a pan-European civil society organisation. For the purpose of this call, the concept of pan-European organisation refers to:

- either pan-European membership entities formally part of a network of entities sharing common values. Only entities part of a network represented in seven or more Member States can present proposals to this call;
- or entities representing formally the interest of a wide group of member entities from different Member States. Only entities with member entities from seven or more Member States can present proposals to this call.

Entities must demonstrate that they are a formal part of a network of organisations sharing common values and represented in seven or more Member States. In this context, applicant organisations are requested to upload their statutes in their application. It can either be the Statutes of your organisation as a pan-European membership entity which is a formal part of a network of entities sharing common values or the Statutes of the entity representing formally the interest of a wide group of member entities of which your organisation is part.

As indicated in the above-mentioned definition, natural persons (such as volunteers) cannot be considered as fulfilling the pan-European requirement which only refers to membership entities or member entities.

## **QUESTION 2:**

If our organization was registered in April 2019 does it qualify for the call?

### **=> ANSWER 2:**

As indicated under section 6.1. of the call, applicants must be legal person constituted and registered as legal entity for at least four years at the time of application. An entity constituted in 2019 would not be eligible.

## **QUESTION 3:**

We are interested in applying for the EYE2023 grant with project activities that cover all 3 action categories.

We have 4 questions:

- What is the maximum grant a single project can get given that it covers all 3 action categories?

- As for the financial capacity, is it required to have had an annual turnover of the above amount in order to be eligible? If so, can we prove our financial capacity via another way (ie. family guarantors, expected project profits, etc)
- How many people (min-max) should be in the team organizing the above actions?
- Is there a fixed allowed amount to be allocated for personnel costs and subcontracting or is it open for applicant to decide?

### **=> ANSWER 3:**

- The call EP-COMM-SUBV-EYE-2023 does not indicate a maximum grant amount per action category, just a minimum and a number of projects to be funded. This range of project budgets does not preclude the submission/selection of proposals requesting other amounts
- According to section 7.1 of the call, the financial capacity of the applicant should correspond to an average turnover/income in the last financial year of 100% of the total amount requested to the European Parliament. The call does not foresee options in case of insufficient financial capacity. Under these conditions, the average turnover/income is to be considered as a minimum requirement below which the applicant will be considered as not fulfilling this selection criterion and unable to be selected for award.
- Applicants are required to have human resources whose competencies and qualifications are relevant to the organisation of an event as described in the call. It is up to each applicant to organise its team according to its internal management culture to ensure efficient implementation of its activities. Please bear in mind that the work methodology for the implementation of the action will be evaluated under award criterion 2.
- The allocation of costs between budget categories in the estimated budget belongs to the applicant. However, it should be kept in mind that in principle subcontracting is allowed except for the project's core tasks. Consequently, subcontracting of 30% of the total eligible costs or more are subject to specific justification. For additional information, please consult the Guide for applicants.

### **QUESTION 4:**

Whereas it seems that the EYE generally is open to participants, including organisations from the UK, when looking at the Guidelines 6.3 it seems that the Call for Proposals is actually only open to EU member state based organisations?

Could you confirm this is true and that, hence, the only way for us to really get involved is by running an activity and hence having (some) of our travel, accommodation and subsistence cost covered?

**=> ANSWER 4:**

As indicated in the call for proposal EP-COMM-SUBV-EYE-2023 (section 6.1), eligible applicants must be able to demonstrate that they are based in one of the Member States of the European Union. Since the UK is not an EU Member States, entities based and legally registered in the UK are not eligible under the call.

We assume you are referring to the call for activity organisers in your last paragraph. It is indeed open to "residents of the European Union, a candidate country, or the UK" (*see application form*). However, local sections/members of pan European youth organisations should submit their proposal through their umbrella organisation at European level under the call for proposal.

**QUESTION 5:**

We have a question regarding the program and application of a youth organisation for the upcoming EYE event.

We are students of European Studies and International Relations and would like to share with the other participants our knowledge and expertise from this field by creating an interdisciplinary workshop.

We would like to know whether a university faculty (i.e. Faculty of Social and Economic Sciences) can become a workshop or programme organiser. In this sense, the faculty would send a delegation to Strasbourg composed of 10 students and we would create a workshop for the participants.

This implies also that in the documents the legal entity receiving the contribution and arranging the financial responsibilities would be the university faculty.

**=> ANSWER 5:**

It seems from your email that you would not be eligible for funding under the call for proposals. Indeed, the call is open to pan-European civil society organisations and, for action category 2 only, also to Faculties who have as purpose to prepare young people to become professional artists in the areas of theatre/dramatic arts, circus, pantomime or dance. Based on the information provided in your email, the Faculty of Social and Economic Sciences of your University would not meet any of these two criterion.

You may however submit your proposal under the call for activities organisers. We forwarded your question to our colleagues in the Visits and Seminars unit, who manages the funding under

this second call. Here is what they wrote back to us on your question about the legal entity receiving the financial contribution:

*"The financial responsibility of the visit will be with the head of the group as we cannot pay directly each participant. The financial contribution will be paid in its entirety to the account of the head of the group or, should you prefer, to the account of your organisation. Nevertheless, in the latter case, it is important that the name of the group, as you submit in the application form, is identical to the name used for the bank account of the organisation."*

*As concerns the receipts for eligible expenses, they can be in the name of the participant, the head of the group or the organisation. It is important to keep all receipts as the head of the group will be asked to provide an overview of the eligible expenses to determine the final financial contribution following the visit."*

### **QUESTION 6:**

We would like to ask for some clarifications regarding the application procedure.

- As a pan-European youth organisation present in more than 7 MS, is our organisation eligible to apply for both calls. Does applying to one call exclude applying to the other, i.e. can we in reality apply for both?
- When applying via Call for Proposals, do we need to state the tentative number of participants?
- Are the materials for the activity within the Call for Proposals included in the budget? And is the stand in the EYE Village provided or is it up to the applying organisation to organize it?

### **=> ANSWER 6:**

1. Applying to the call for proposal does not exclude applying to the call for activities organisers. We however invite pan European organisations to:
  - prioritise the call for proposals and the programme activities they are planning to organise in the tent allocated to them in the Village, next to other youth organisations,
  - coordinate the submission of programme activities with their local sections in the two calls to ensure their complementarity and avoid overlaps.
2. When applying via the Call for proposals, you are expected to state the maximum number of participants who could attend the activity (see point 6 of "Annex 1 – Description of the activity"). We kindly remind you that for each activity proposed, a new form should be filled in (*if you propose 8 activities, the template provided as Annex 1 should be filled in separately 8 times*).
3. Material for the activity within the call for proposals will be considered as eligible cost (category C.2, C3 or E). The European Parliament will provide the basic logistics for your activity (stages, tents, modular furniture, audio-visual equipment, WI-FI, etc.).

The stand will be ready to use for a basic activity. The workshop on 16 and 17 January should give beneficiaries the opportunity to fine-tune with the Parliament and its contractor this basic set-up. Grant beneficiaries will have to provide any other (small) equipment strictly related to the activities organised in the EYE Village (such as stationery, flags, tablets, etc.) to complement the basic set-up. In line with the sustainability policy of the EP for the EYE, grant beneficiaries are invited to source this equipment locally, applying environmental selection criteria.

#### **QUESTION 7:**

- which category do I fit in? Proposal or action? We haven't got offices in 7 countries but we do match other criteria.
- we can deliver young artists from several countries for the main stage, but we can also choose to do music workshops about important EU-topics. We use our mobile studio to record everything in the EYE-village
- there is a lot of specific info and documents needed for this call, is there any assistance provided? National Agency perhaps? We would like to have a short call to have a short pitch to get an idea about the opportunities

#### **=> ANSWER 7:**

At this stage, we cannot confirm the eligibility of candidates. Indeed the verification of the eligibility will take place once the submission term ends. Eligibility criteria are defined under point 6.1 of the call EP-COMM-SUBV-EYE23. Please note that all eligibility criteria must be fulfilled. If you consider that you are not a **pan-European** youth/civil society organisation as defined in the call for proposals, then we advise you to submit your proposal under the call for activity organisers. Please note that the funding is different between the two calls.

In order to ensure equal treatment between applicants, the European Parliament cannot provide any assistance to applicants for both calls.

For the call proposal, you could perhaps approach pan-European organisations to get their support. They could even include your project in their proposal.

#### **QUESTION 8:**

We are preparing our application and we would like to submit a multidisciplinary activity including

- a theater show on human rights issue, and in different languages, that could be staged both in the streets
- a workshop on the transformative power of art "To make a change"

Is it possible or we have to choose just one of the activities ?

**=> ANSWER 8:**

We understand your questions related to the call for proposals.

The call for proposals is open to pan-European civil society organisations with members at national level in at least 7 EU Member States or to Universities departments/faculties or higher education establishments for action category 2 (please have a look at section 6 of the call document (starting on page 19) for the exact eligibility criteria). Based on the information you provided in your email, it seems your theatre does not belong to any of these two categories.

We invite you nonetheless to submit your multidisciplinary activity via the other call, for activities organisers and would suggest that you submit two separate activities, rather than one combined.

The Call for Activity Organisers is open to a lot of different activities and the groups applying also include artists.

If you have further questions on how to apply etc. - we also have an EYE Online and a FAQ available on our website.

Lastly, please be aware that you can propose two activities but only one activity may be selected and receive a financial contribution.

**QUESTION 9:**

I am a teaching assistant at the Department of Applied Modern Languages in a European University. I would like to know whether our department could be on the list of groups eligible to propose interactive activities in the section **Call for Proposals**.

**=> ANSWER 9:**

It seems from your email that you would not be eligible for funding under the call for proposals. Indeed, the call is open to pan-European civil society organisations and, for action category 2 only, also to Faculties who have as purpose to prepare young people to become professional artists in the areas of theatre/dramatic arts, circus, pantomime or dance. Based on the information provided in your email, the Department of Applied Modern Languages (Babes-Bolyai University) would not meet any of these two criteria.

You may however submit your proposal under the call for activities organisers.