

## Otázky a odpovědi z píšícího semináře

*For the **Detailed Budget Table** - Staff Costs. Is it required only to give one average amount per partner? YES, only an average monthly salary per partner is required.*

*Rules on **revenue** generation for **profit** and **non-profit** organisations and the **reporting** of such income within the project, including information on possible reductions of the grant in these cases. In the case where the applicant in the LIFE program is an NGO, which has a task in the project to organize a workshop **generating income** from participation fees, is it possible to use this income as financial resources for co-financing the project.*

Revenue' is all income generated by the action, during its duration, for beneficiaries that **are profit legal entities**. The revenue must be: – established (i.e. revenue that has been collected AND entered in the accounts) – generated (i.e. revenue that has not yet been collected, but which has been generated) or – confirmed (i.e. revenue that has not yet been collected, but for which the beneficiary has a commitment or written confirmation).

**Only for-profit entities must declare revenues.**

If there is **a profit, it will be deducted** in proportion to the final rate of reimbursement of the eligible costs approved by the granting authority.

The income generated by the action can be used as own resources – for co-financing of the project.

NGO's are non-profit organisation by definition. The income generated by the action can also be used for co-financing of the project.

### **Equipment:**

*Possibility of **selling or renting project assets/equipment** to organisations outside the project consortium during project implementation or after its completion.*

*How can the costs for purchasing machines and equipment be reported under the LIFE programme – under what conditions can the full purchase price be charged if they are used exclusively for the project, and in which cases are only depreciation costs eligible during the project period?*

It depends on the specific Call conditions. In principle, if assets/equipment are foreseen as 'full cost', they must respect the durability clause mentioned in the Call/GA (i.e.: beneficiaries must commit to continue to use and maintain after the end of the action equipment bought and eligible at full costs, for activities pursuing the action's objectives. Such equipment must be used for these purposes — for at least five years after the end of the action or until the end of its economic lifespan (i.e. until it has been fully depreciated) — whichever is earlier).

Otherwise, the costs might be claimed as depreciation (i.e.: calculated on the basis of the costs actually incurred and written off in accordance with international accounting standards and the beneficiary's usual accounting practices. Only the portion of the costs that corresponds to the rate of actual use for the action during the action duration can be taken into account).

Costs for renting or leasing such equipment, infrastructure or other assets are also eligible, if they do not exceed the costs/depreciation costs of similar equipment, infrastructure or assets and do not include any financing fees.

More information and details on this, are available in the Call document, the GA template and the Annotated Grant Agreement (AGA).

*Can you describe a prototype - what is / is not - typically - acceptable?*

- for prototypes, the eligible costs are equal to the actual cost of the goods

A prototype is equipment or infrastructure **specifically created for the implementation** of the project and that has **never been commercialised** and/or is **not available** as a serial product. The prototype must play a crucial role in the demonstration activities of the project. Should the prototype or any of its components be used for commercial purposes (i.e. sold, leased, rented or used to produce goods or services) during the project, this shall be declared. The costs of creating the prototype shall then be depreciated in accordance with the rules applicable to the purchase of new or second-hand equipment and infrastructure. Any related income must be declared.

*When uploading SCI areas to the Portal - C( KPI), I see a list of SCI, select one, and save it. However, if I want to add another location, the selection menu does not open, and when I enter the location manually, it does not save and the one I already saved disappears. This happens regardless of the browser. How can I insert multiple SCI or SPA into the proposal?*

It appears there is a bug in the system so the information in Part B will be considered, instead, during the evaluation process. Make sure you provide the necessary data in TECHNICAL DESCRIPTION (PART B) and in the ANNEX 'Description of sites'.

*Is the Annex Annual activity reports required in SAP Nature and Biodiversity?*

No.

*Associated partners: must they be registered on the EU Funding and Tenders Portal and "added" to the consortium?*

Yes, the partner has to have a PIC, however, the organisation does not need to be validated. Please see: How to register an organisation: <https://webgate.ec.europa.eu/funding-tenders-opportunities/display/IT/Register+an+organisation>

*Beneficiaries: do they validate the project application in any way before/after it is submitted?*

If a proposal selected for funding, there is a formal approval process (signing DoH, accession forms... )

Please see:

Grant agreement signing process: <https://webgate.ec.europa.eu/funding-tenders-opportunities/display/OM/Grant+signature>

How to submit a proposal: <https://webgate.ec.europa.eu/funding-tenders-opportunities/display/IT/Submit+a+proposal>