

No.	Question	Answer
1	Our project has a total of 8 project partners, out of which 7 are SMEs. Would it be possible for us to have fewer partners within our Full Application in comparison to the Concept Note due to the fact that one of the partners may withdraw from the project? Should a new MoU be signed in that case?	If an adequate clarification is given and prior approval of the contracting authority is obtained, it is possible to change the number of partners. In this case, it is necessary to sign a new MoU.
2	One of the project partners – SME, cannot obtain proof under heading 8 as a legal entity. Certificate 8 - Proof that the Applicant (Lead Applicant and Co-applicants) has not been convicted by a final judgment of criminal offences (organised crime, corruption, fraud or money laundering). Although the legal dispute was concluded in favour of our partner and they're able to provide a Court order, an appeal has been filed and therefore the Court is unable to issue a positive certificate. Could this situation affect the project?	The respective situation may have a negative impact on the project.
3	One of the project partners provided a certificate from the Tax Administration, stating that there is unsettled public debt owed by our partner. Should the project be approved, the partner would settle the debt obligations and we would submit a new certificate. Would this be acceptable?	The non-existence of tax debt is one of the basic prerequisites and as such is eliminatory.
4	Would it be acceptable for the 2019 Income Statement to be submitted in lieu of 2019 Budget?	It is common practice for public institutions to submit budgets, while MSMEs and NGOs submit Balance Sheets and Income Statements.
5	The elements outlined in the Concept Note may not be modified in the full application. – could you please provide clarification regarding which part of the application this refers to, parts in the online Full application that are locked?	The respective paragraph refers to the fact that the purpose of the project cannot be altered.
6	Should the Mandate of Co-applicant(s) be submitted alongside the MoU? If that is the case, is there an official form we may use?	The MoU should be accompanied by the Mandate of Co-applicant(s), which have been published alongside other documents.
7	Does the Lead applicant/Partner's structure of funding refer to the revenue structure?	Yes, the respective part of the application refers to the revenue structure, i.e. financing methods. E.g. budget, other donors, membership fees, etc.
8	The data regarding the revenue structure and number of employees of the partners cannot be entered in the online application. Could you verify why this is the case?	The query has been forwarded to technical support.
9	We would kindly ask for clarification regarding a project partner, a local self-government unit. As such, it provides budget execution reports, i.e. the budget	It is sufficient to submit a PDF version of the document, alongside a clarification written in English.

	for the current year (2017, 2018, 2019 and 2020). Is it necessary to have the document certified by the City or would a PDF version without certification be sufficient? The respective documents are also available on the City's official website and are published in the Official Gazette without certification.	
10	We have applied for the Call for Proposals for Improvement of Innovative Capacities in MSMEs, closed on 3.2.2020. However, we were also invited to submit a Full Application to the Call for Proposals for Partnerships in Export - Oriented Sectors. Since the respective projects are completely different, we're interested whether there is a limitation regarding the possibility of implementing both projects?	With regards to your query, please note that the participation in one call does not preclude the participation in other calls.
11	Taking into consideration that we were invited to submit a Full Application to the Call for Proposals for Partnerships in Export - Oriented Sectors, we are interested whether we can change partners in the Full Application?	Project partners may be changed with the prior approval of the contracting authority (GIZ GmbH).
12	In Logical Frame it's emphasized that "Although it is allowed to have more than one specific objective, essentially in complex programmes, it is a good practice to determine only one specific objective/(main) outcome. When necessary, intermediary outcomes with their related (outcome) indicators should figure in the line of the outcomes". To be in accordance with this suggestion, if we had 3 Specific objectives in Concept note, can we now adjust it to 1 main outcome and 3 intermediary outcomes?	The respective changes can be made if they do not affect the essence and purpose of the project.
13	Regarding the Relevance, since it's stated that evaluation committee will refer to information provided in the concept note as regards objectives and the relevance of the action, should we just transfer identical text for relevance section from the concept note, or we can/should adjust and widen it?	The relevance ratings are transferred from the Concept Note. The applicants may provide further clarifications, however, please note that this will not affect the relevance score obtained during the concept note evaluation.
14	Our question is related to project budget. According to the Full Application, there is only one joint budget for the action for all partners. During the implementation, will Lead partner be responsible for managing whole budget, and how and which funds will be transferred to project partners? More precisely, will the lead applicant be responsible for doing all the payments and just transferring staff costs to partners, or partners will be responsible for payment of	Lead Applicant manages funds and conducts procurement procedures for Co-applicants (project partners).

	<p>the costs in budget related with the activities they are in charge for?</p>	
<p>15</p>	<p>Which supporting documents should be submitted under the following points for NGOs and private companies:</p> <p>1. Decisions on registration of the Applicant and (any) decisions on amendments - does this refer to the Decision on Incorporation (signed by the Founder) or the Decision of the competent registry/institution?</p> <p>2. The Articles of Association and documents on incorporation - some of the documentation (i.e. Incorporation Act and the Statute) are over 3 months old. Are copies certified within 3 months considered sufficient?</p> <p>The same question applies to the Notice on Classification of the Applicant from point 2, as well as to the financial statements referred to in point 6 - are copies certified within 3 months regarded as sufficient?</p>	<p>1. The respective documentation refers to the Decision of the competent registry/institution.</p> <p>2. We would kindly ask you to submit the latest Decision on registration, in order to during the period from the date of the Decision to the date of publication of the Call for Proposals. The same applies to the Notice on Classification.</p> <p>Regarding the Statute, the certification date should be no older than 3 months.</p>