

FAQ - Frequently Asked Questions

TREN-SUB-01-2009

Call for proposals with a view to obtaining grants in the field of transport

Disclaimer:

This document only contains generic replies to questions that potential applicants may have regarding the above call TREN-SUB-01-2009 and is only intended for informational purposes. The information contained in this document applies exclusively to questions relative to the call TREN-SUB-01-2009. Under no circumstances can it be relied upon for queries regarding other calls of the European Commission. It is not legally binding and, when need be, the Commission reserves its right to take a different stand if faced with a situation arising from a specific contractual relationship.

A. General questions on applicants

1. Is a public authority eligible to submit an application? Or can they act only as partners/providers of co-financing?

Yes, a public authority is allowed to submit a proposal directly. Only individuals are excluded from these calls.

2. Do I have to involve partners in the proposal? If, yes, please specify type of institutions and minimum number requested. I do not find this information in the call for proposal, but I have seen in the application form that a list of partners is requested. Is it necessary to gather different companies from different Member States of the European Union? Is there a minimum number of partners required? Are foreign partners needed in the consortium submitting the proposal? If so, how many?

It is not compulsory to involve several partners in the project to be eligible. However, if several partners are involved in a proposal, each of them has to provide all the necessary documents requested for the selection and exclusion criteria. Each partner should fill in the part B and C of the application form, as well as the form relative to legal entities.

If a proposal is selected, the main partner must be officially empowered by the other partners to sign the grant agreement and his subsequent amendments on their behalf as well as for himself.

The partners will be considered as contractors and will get the same obligations and rights as the "coordinator" contractor.

3. Our company is from Croatia. Can we apply to the call for proposals for transport, in 2009 in Croatia? Is Turkey eligible to apply for grants?

Unfortunately, on the basis of the eligibility criteria (point 8.1.) published in the call for proposals, applications must be submitted only by legal persons who are citizens of a Member State of the European Union (EU).

4. *Can SMEs apply for the grant? If so, in what way?*

As stated in point 8.1. of the notice of call for proposals, any legal person of the enlarged Union (Europe 27) is eligible, including SME's.

5. *Our company belongs to a country which is not a EU member state and we would much appreciate your response on whether we can consider applying to this call on behalf of our European partner to support this international workshop, or there are any limitations towards the applicants' "ownership" of the conference (e.g. geographical, country of origin, etc).*

On the basis of the eligibility criteria (point 8.1.) published in the call for proposals, applications must be submitted only by legal persons who are citizens of a Member State of the European Union. A company from another country may be partner in a consortium led by an EU company but the costs incurred by non-EU partners will not be eligible for reimbursement.

6. *We would like to know if a Public Entity can be applicant of a proposal. Moreover, we would like to ask you if Public Entities must certify their expenses and if they need to consult an external audit.*

Yes. A public entity may apply for a grant. Although art. 11 of the notice of call Transport requires an external certification of the accounts in case of a grant over 500.000 euros, this condition will not be applied to public entities as long as their legal status is clearly proven in the grant application.

7. *Can an organisation from outside the EU (such as Norway) be involved as partner in a grant application? (Assuming that the applicant is an organisation from a member state or accession country, as we understand that this is a requirement.)*

On the basis of the eligibility criteria published in the calls for proposals (point 8.1.), the entity established in Norway is not eligible as a beneficiary. This applies also to multi-beneficiary (consortia) situations as well as partnerships. The partner in Norway can participate but its expenses will not be eligible.

8. *We would like to know if a local, regional or national authority can apply for these calls?*

As stated in the notices of call for proposals (point 8.1.), any legal person of the enlarged Union (Europe 27) is eligible, including local or regional authorities.

9. *What is the status of Swiss partners? Can they become associated beneficiaries? Could they be subcontracted?*

The criteria for eligibility and selection apply to all co-beneficiaries as well as to applicants. As stated in point 8.1 of the notice of call for proposals for transport, the applicants must be "legal persons who are citizens of a Member State of the European Union". However, as far as outsourcing is concerned, the citizenship of subcontractors is not taken into consideration.

10. *I have just a final question about the role of the partners / participants in a project: can a donor (third party) to the project be subcontracted for certain parts of the project? This donor is a Swiss organisation and therefore cannot be a full project partner.*

The draft grant agreement establishes certain rules relating to the award of contracts.

If a donor is also a subcontractor, it may appear as a conflict of interest or as a misuse of procedure. We most definitely advise you to try and avoid finding yourself in such a position.

B. General questions on application form

1. ***Has the grant application form to be filled out in a particular language or could it be written in any of the official languages of the European Union?***
-

Any of the EU official language could be used for the answer. The documents to complete have been translated in the three working languages of the Commission.

However, it must be emphasized that filling in the application form in one of these 3 working language helps the Commission services a lot in order to complete the call evaluation on time.

2. ***In the document named "Special Conditions and General Conditions", there is a list of annexes. In the proposals that must be submitted inside two sealed envelopes before 15 September 2009, should we include only the grant application form shown on the web page or has this application form to be modified in order to mention the annexes? Is it necessary to provide any more information?***
-

The model of "grant agreement" is given just as an example of the final contract that will be signed between the Commission and the third parties. The documents to be sent in the proposals are listed in the notice of the calls and detailed in the grant application form.

The contract and its annexes will be issued at a later stage after the selection process: this will be done mainly on the basis of the application form and when necessary completed with additional information requested at that time.

3. ***We would like to know if the "Grant application form" has to be signed by all the participants (organisation applying for grant and partners organisations) or just by the organisation applying for grant.***
-

A copy of the declaration by the applicant(s) (point C of the grant application form) has to be signed by each participants applying for the grant. Please note that we should receive at least one original signature from each partner.

4. ***Does the requirement mentioned in section B ("Information about applicant(s)"), point 10 of the grant application form apply to all partners in a joint proposal or is it sufficient if the main partner provides documentation that they exist as a legal person. Do all partners need to provide individual declarations in accordance with the Financial Regulation as mentioned in the grant application form's section C, or is it sufficient with one for the main partner ?***
-

The eligibility criteria (point 8 of the notice of call transport), the selection criteria (point 9) as well as the general conditions for awarding grants (point 11) apply to all members of the consortium.

5. ***In the point 1.9 of the grant application form for transport ("Methodology") you ask for the "method of operation chosen"; it's not clear to me whether these methods refers to the way our idea will function or to the way we're going to develop it.***
-

The point 1.9 of the grant application form for transport ("Methodology") refers to the method chosen by the applicant in order to implement his proposal. The proposers must specify how they intend to achieve their aims and complete their project successfully and they must specify why they chose this particular method.

6. ***We'll have some partners who'll enter into the project as a group on the basis of a temporary agreement of association; it will be consequently difficult to provide you the requested documentation attesting financial capability (balance sheet and probably also articles of association)***
-

The coordinator and each partner of the association have to provide the information and all the documents asked in the call for proposals DG TREN/SUB/01-2009.

However, the answer to the second question depends on the kind of association. In order for the Commission to contract with the association it has to be proven that the association exists as a legal entity. In this case, the association, as a legal entity, has to provide the information and all the documents asked for in the call for proposals. If the partners forming the association are personally responsible then these partners should also provide documentation on their financial capacity. If the association does not constitute a legal entity, the Commission will contract with each individual partner who will each have to provide the requested documentation.

7. *We are preparing a project proposal applying to TREN-SUB-01-2009 call and we're a Public Body. Considering our legal entity we are not allowed to indicate a subcontractor before promoting and closing a regular procedure of evidence (call for tender). Could you please suggest us how to proceed in fulfilling the application form in the relating part (Part A, point 1.5).*

Below, you will find instructions in order to fill in the application form as a Public Body that you are.

In part A, point 1.5 (Subcontracting costs), you don't need to indicate the "companies considered" in order to respect the provisions of the grant agreement.

However, you must indicate:

- The "task description" you want to subcontract,
- The maximum estimated number of person / days you envisage for this particular subcontract,
- The maximum estimated cost per day (in €) and
- The maximum estimated "other costs".

In the last column, you can make the calculation of the maximum estimated "total cost" and of the whole total of subcontracts as well as the percentage of subcontracting.

To summarize, you have to fill in the entire table A.1.5 of the application form without the name of subcontracting companies but with the tasks you want to subcontract (in order to fulfil the requirements of article II.9.2 of the grant agreement) and with the maximum estimated financial information (see above).

8. *The question is related to call for proposals TREN-SUB-01-2009 part A. Expenditure, section A.1. Eligible Direct Costs. I wish to know if research grant costs for a research fellow are eligible costs. If the answer is yes, is it possible in the column of "Name of Staff Member" to indicate the name of the research fellow? Is there another opportunity?*

When the European Commission pays you a research grant, it cannot give you another grant for the same project, i.e. we cannot refund twice the same costs of a project.

Notwithstanding the previous paragraph, should you mean that your eligible costs refer to "salaries" paid by your institution to a researcher working for the proposal submitted, then this could be considered as eligible under the personnel cost.

C. General questions on projects

1. ***What is meant by criterion "European dimension of the project" (point 10.1.A. of the notice of the call for proposals)? Does that mean that, for instance, a promotion campaign on seat belts should be trans-national and thus implemented in more than one country?***
-

The aim is to give grants to projects which allow a real added-value at the European level. Thus, the involvement of several European countries could be one of the features taken into account to evaluate this added-value.

2. ***Can you please tell me if the above call could also encompass rural transport initiatives? In particular I refer to the development of rural transport initiatives in a European context (exchange of experiences, good practices, implementation of joint initiatives to target vulnerable groups, etc...).***
-

Assuming that you focus on road transport, no category of transport (rural or urban) is excluded from the call.

3. ***Can the co-financing cover the incentives given to pubs, discos and taxis that apply discounts to young people in the night...?***
-

Although the idea is interesting, the Commission is more than reluctant with the idea that such incentives could be accepted as eligible costs. The main reason is that this type of action only has short-term benefits and is not really pedagogic. Moreover, it would be difficult to give formal evidences of such costs paid by the pubs & discos. As a rule, any expense must correspond to a formal accountancy document

4. ***We have a project idea which sets out to examine innovative ways of applying life long learning principles and open distance learning methodologies to behavioural change in the area of driver behaviour [in particular but not exclusively drinking and driving, excessive speed, aggressive driving] and connecting these with the Licence Issuing Authorities, Insurance Providers and Judicial System of a number of EU States. The assistance we would be seeking would be the costings associated with Research, holding an International Conference and a small testing of a newly designed IT based system. In general terms [and being fully aware that any positive reply does not indicate or guarantee acceptance of our project idea by the Commission] would this idea be eligible for consideration.***
-

In order to ensure equal opportunities to all applicants and a fair evaluation of all proposals, we cannot express an opinion regarding any specific project or proposal before the call evaluation is completed. You may refer to the notice of the call for proposals and more particularly to point 6, listing the different categories and areas of operations covered by this call as well point 10.1.A. relative to the European dimension of project(s) in order to obtain a general idea regarding the possible eligibility of your proposal.

As far as costs are concerned, you may refer to the grant agreement published on Europa at the following address:

http://ec.europa.eu/transport/grants/index_en.htm

As for your second question, if you refer to the general conditions of the grant agreement, published on the abovementioned webpage, under part II.B article II.14 relative to the financial conditions, you will find a list of the general criteria a cost must comply with in order to be considered as eligible cost.

5. ***When you mention "large-scale projects"(in point 10.1.C. of the notice of the call for proposals), what is the minimum number of countries of the European Union that must be involved in the project in order to get a grant in the transport sector?***
-

It is up to you to determine the scale of the project and the number of Member States you wish to involve. However, as explained in the notice of the calls for proposals for transport, under point 10.1, the Commission will base its choice on certain criteria. One of these criteria regards the interest of projects at European level. This criteria deals with the European dimension (number of countries involved, innovative character, multiplier effect ...) of the project as well as its compliance with the objectives of the Communities policy in the field of transport (refer to points 5 and 6 of the call of proposals). Therefore, the involvement of several Member States is not the only criterion taken into account to assess the added value of a project.

D. General questions on procedure

1. Can more than one application be submitted, possible also with different partners?

There is no limit in terms of number of proposals submitted by company or consortia but each project must be described in a specific application form, with all relevant documents.

2. What are the criteria to fund between 10 and 50% for transport? How can I foresee it?

The percentage of EU support will be defined by the Commission selection committee according to the demand expressed in the proposals, the available budget and the interest of the proposal. In case of several proposals offering a good European added value, the percentage of support may be reduced in order to support as many projects as possible.

3. As stated in point 8.1. of the notice of the call for proposals for transport, any legal person of the enlarged Union (Europe 27) is eligible, including SME's. Could we have further information regarding the approved projects of past years, number of projects approved in past calls and the total budget for the period?

The Commission has published in June 2008 the list of the grants given in 2007 in the field of energy and transport. The list of grants given in 2008 will be published before end of June 2009.

The budget available for the call is defined in part 3 of each notice.

4. How many projects will be selected under this call and what are the recommendations in order to know which is the best way to submit a proposal?

It is not possible to answer such questions since the Commission has to guarantee equal treatment of each applicant. The number of selected projects will depend on their quality and the available budget.

5. What kind of projects (from other Member States) has been already recognized? Are there any in which we could participate as a cooperating institution?

The call procedure supposes that the proposals will be opened by the Commission after the deadline for submission. It is not possible (nor allowed) to disclose any information about the proposals already sent. If you want to submit a joint proposal, you have to find a partner yourself.

6. Please indicate how long it takes from the call closer to the decision on financing of selected projects.

Just after the closing date for the call, the selection process will start and may take from 1 to 2 months. Depending on the ranking of the proposal, the negotiation (if requested) or the contract may start after the administrative process for ordering.

7. We would like to request terms of references and related documentation regarding the call TREN-SUB-01-2009 and its application process.

Please note that terms of reference only apply to call for tenders not to call for proposals. Concerning this call for proposals, all relevant information for application has been published. The grant application form should be filled according to the procedure described.

8. Would it be possible to have a meeting with the responsible desk officer for the call for proposals TREN-SUB-01-2009? I have some administrative questions and some questions about the content of the call. 1) what commitment from the funders do you need? 2) what tasks can be outsourced to subcontractors?

In order to ensure equal opportunities to all applicants and a fair evaluation of all proposals, we are not allowed any personal contact with applicants.

Regarding your administrative questions, please find below the answers we may give you.

1) The Commission does not require any commitment from the funders. The only information required is a list of the third parties involved with the amount of their financial contribution that the applicant must provide under point B-4 of the grant application form for transport, relative to the budget for the operation.

2) With regards to possible contractors, applicants must comply with the provisions on subcontracting of the Grant Agreement. Subcontracting is limited, restricted to specific situations (Article II.9.2) and a certain procedure must be followed.

As for your questions regarding the content of the call, the information contained in the call notice and the application form is considered sufficient to enable all potential applicants to present their proposals. It is up to you to analyse carefully all the award criteria (point 10 of the notice of the call for proposals for transport), the objectives of the call for proposals for transport (point 5) and the different categories of operations to be supported (point 6), in order to conceive the proposal you deem most likely to interest the Commission.

9. Regarding the evaluation method, what kind of result indicators are you referring to?

As far as result indicators for the evaluation are concerned, it is up to you to suggest some under points 1.9 (Methodology) and 1.11.4 (Evaluation) of the grant application form.

10. Regarding the guidelines of submission of the proposal we have got the following question: The proposals have to be submitted by registered mail to another address than sent by private courier service. We would like to post it in our post office, but via fast delivery. This means that we get a stamp from our post office, but the package will be delivered by a private courier service. Which address should we use for our package - the post delivery or the private courier delivery address? And furthermore: Is the post stamp valid or the delivery date?

As it is mentioned in point 13.1 of the notice of the call for proposals TREN-SUB-01-2009, if you sent your proposal by registered mail (by the post office), you have to send it to the following address:

European Commission
Directorate-General Energy and Transport
DM 28 - 0/110 – Mail/Archives
B-1049 Brussels
Belgium

If the post office subcontracts the fast delivery service to a private courier service, it is out of your responsibility. In that case, the date of the post stamp is the valid date.

However, if you sent your proposal by private courier service, the address you must write is the following:

European Commission
Directorate-General Energy and Transport - DM 28 - 0/110
Avenue du Bourget, 1
B-1140 Brussels (Evere)
Belgium

In this case, the date of the private courier company's stamp is the valid date.

To avoid any problem, make sure to keep all the post and / or the private courier service documents in order to be able to prove that you have sent your proposal the latest on the 15th of September 2009.

E. General questions on the financing

1. Which is the maximum amount of the budget for the submission of a project referring to the call for proposals TREN-SUB-01-2009 ?

There is no threshold of the grants to be given for this call for proposals.

2. In section 4 of the notice of the call for proposals, it is mentioned that "contributions in kind are not regarded as eligible costs". Though, in the Grant Agreement and General Conditions section II.14.5. it says: "However, the Commission can accept, if considered necessary and appropriate , that the co-financing of the action referred to in Article I.3.3 (Article I.4.3 for multi-beneficiary grant agreement) should be made up entirely or in part of contributions in kind...". What kind of cases could this be? And also, is it correctly understood that "contributions in kind" does not refer to cost of staff? What are the contributions in kind? Can you give me some examples? Are personnel costs considered as "contribution in kind"?

The model of contract used is the official model of the Commission. It foresees all the possible situations of grants given under the European budget. As mentioned in the notice, the Commission has decided that, for this specific call for proposals, no contribution in kind whatsoever will be accepted as eligible cost.

Nevertheless, for your information, and as an example, a contribution in kind could be the giving of printing material or meeting room for free by a member of the consortium.

The costs of staff are not considered as a contribution in kind since they can be counted in item A.1.1 of the estimated budget.

3. *In case of a project with several partners, could the partners' work (hours/day per persons) and costs of infrastructure (offices, fax, telephone, pc, etc.) be considered as an eligible partner contribution?*

In case of a consortium, the definitions of eligible and non eligible costs are the same for the principal coordinator and for its partners (see budget specification in the grant application form). All the partners are considered as contractors. If there are several partners, the budget must give detail of the expenditures for each participant.

4. *Are we allowed to include both Eligible Indirect Costs (max 7%) (A.2. of the grant application form) and a Contingency Reserve (max 5%) (A.3. of the grant application form) in your budget proposal?*

Yes, the budget can include both Eligible Indirect Costs (max 7%) and a Contingency Reserve (max 5%). However, please note that the contingency reserve will be taken into consideration for reimbursement only based on actual eligible costs duly justified (when providing the final financial report).

5. *Is there a maximum amount of subcontracting costs that can be declared?*

Yes. Article II.9.2 of general conditions of the contract sets out that subcontracting must be "limited". The Commission will evaluate whether this condition has been respected on a "case by case" basis.

6. *We would like to know which kind of items can be included under voice A.1.1 "Staff costs" of the grant application form. In particular, we are interested in having it clear if:*
1) Staff working in Public Administration can be fully or partially insert in the project's budget
2) Expenses undertaken by the proponent before the official start of the project and, therefore, autofinanced can be included into voice A.1.1.

Point A.1.1 (in part A – Expenditure) of the budget estimate allows for different kinds of expenses related to the staff of the applicant (or the partners involved the consortium). The legal status of the applicant makes, in principle, no difference but a cost can not be paid twice. As a consequence, public staff costs can not be taken into account, with the exception set out in Article II.14.2, second bullet point of the General Conditions to the model grant agreement which reads: The corresponding salary costs of personnel of national administrations are eligible to the extent that they relate to the cost of activities which the relevant public authority would not carry out if the project concerned were not undertaken;

Only costs incurred after the signature of the contract with the Commission will be eligible for reimbursement.

7. *Is the budget of projects taken into account for their evaluation? That is to say, would the projects with very high or very low costs be more likely to be rejected? Is there any preference range for the costs of the project? What is the budget foreseen for projects in these fields of activity?*

There is no selection criterion based on the budget proposed by the project leader but the "value for money" concept will be duly considered during the evaluation process.

8. *I would like to have some information regarding the financial guarantee required for pre-financing: is there a list of the financial institutions recognised by the European Union? Where can I get it?*

The Commission has no such list. Any reputable financial institution will do.

9. *In the 'general conditions for awarding grants' (point 11 of the notice of the call for proposals), you mention that the Commission "will no longer accept the co-financed participation of third parties to the contract, when there are neither beneficiaries, nor co-beneficiaries". An association is ready to co-finance our project by paying out a certain amount of money onto the bank account opened for the project. It is neither a beneficiary, nor a co-beneficiary, nor even a subcontractor. Would that be a problem?*

We have just completed a European project for which we received both sponsoring and co-financing from third parties, without it causing any difficulties. Could the same conditions apply here?

Point 11 regards exclusively the eligibility of costs. It states that the Commission only recognises the costs presented by the beneficiary and co-beneficiaries, all of whom have signed the contract. Your association may co-finance your project if it wishes. However, for its costs to be taken into account, this association must have signed the contract as a co-beneficiary.

10. *Is it possible to obtain grants for projects already co-financed by the European Commission or national and regional authorities?*
-

According to Art. 111 of the Financial Regulation applicable to the general budget of the EC, each action may give rise to the award of only one grant from the Community budget to any one beneficiary, except where the relevant basic acts authorise otherwise. Such an exception does not apply in the case of this call for proposals. The term "action" can be read as "project". It follows from this provision that:

- If an ongoing project, which foresees for instance a conference as part of the work to be done, is already benefiting from Community co-financing, it cannot receive additional financial Community support.

- If a information campaign can be seen as a separate action/project, even if there are some links with another co-financed project, it might be eligible for Community funding. Whether it is a separate action will depend on the circumstances of each particular case.

- If a project receives co-financing only from other sources (national, regional), Art. 111 does not apply.

In any case, the applicant shall immediately inform the Commission of any multiple applications and multiple grants relating to the same action.

11. *I wonder if the percentage of EU support for public entities such as universities is also limited to 50 %? Other funding programmes foresee sometimes up to 100 % funding for public entities.*
-

As stated in point 4 of the call notice, "The grants are intended as incentives" and the Commission "plans to grant only funds which are complementary and subsidiary to contributions made by the beneficiary, the national, regional or local authorities and other bodies".

As far as the call TREN-SUB-01-2009 is concerned, the status of the applicant, whether a public entity or a private body, is not taken into consideration to determine the percentage of EU support granted.

This percentage of EU support will be defined by the Commission selection committee, within the limits defined in point 4, according to the demand expressed in the proposals, the available budget and the interest of the proposal. If several proposals offering a good European added value, the percentage of support may be reduced in order to support as many projects as possible.

12. *We are currently drafting a proposal with a view to obtaining grants in the field of transport. We have questions concerning the elaboration of the budget. According to article II.14.3 first indent of the Grant Agreement, the eligible indirect costs are costs which are not identifiable as specific direct costs but are costs which have been incurred in connection with the eligible direct costs. According to the second indent of this article, the calculation of these eligible indirect costs may be done through a flat rate of 7% if*

this is permitted by article I.3.2.(Article I.4.2 for multi-beneficiary grant agreement) I have two questions about these costs.

1) If the flat rate is permitted by article I.3.2 (Article I.4.2 for multi-beneficiary grant agreement), are partners allowed to identified eligible indirect costs, or must they use the flat rate?

2) Is it possible to calculate the eligible indirect costs with a percentage of the personnel costs, in so far as the accounting system, and especially the use of a cost accounting system, permit to evaluate this percentage?

Indirect costs are also known as overhead expenses or general costs. As far as the call TREN-SUB-01-2009 is concerned and according to article II.14.3 of the Grant Agreement, the eligible indirect costs have been defined as an amount not exceeding 7% of all eligible direct costs (refer to part 2.A1 of the application form, relating to the estimated total budget).

14. I need some information regarding the financial guarantee requested for pre-financing. Is there a list of the financial institutions recognised by the European Commission? Where can I get it?

To obtain the financial guarantee for pre-financing, you can select whichever financial institution you prefer.

15. Please tell me what are the scales approved annually by the Commission regarding the daily allowances granted to beneficiaries for trips to other countries of the European Union?

Please find below the daily allowances for the Member States of the European Union:

DESTINATION		Indemnité Journalière en EUR Daily allowance in EUR	Plafond des frais d'hébergement (hôtel) en EUR Maximum hotel price in EUR
FR	EN		
Allemagne	Germany	93,00	115,00
Autriche	Austria	95,00	130,00
Belgique	Belgium	92,00	140,00
Bulgarie	Bulgaria	58,00	169,00
Chypre	Cyprus	93,00	145,00
Danemark	Denmark	120,00	150,00
Espagne	Spain	87,00	125,00
Estonie	Estonia	71,00	110,00
Finlande	Finland	104,00	140,00
France	France	95,00	150,00
Grèce	Greece	82,00	140,00
Hongrie	Hungary	72,00	150,00
Irlande	Ireland	104,00	150,00
Italie	Italy	95,00	135,00

DESTINATION		Indemnité Journalière en EUR	Plafond des frais d'hébergement (hôtel) en EUR
FR	EN	Daily allowance in EUR	Maximum hotel price in EUR
Lettonie	Latvia	66,00	145,00
Lituanie	Lithuania	68,00	115,00
Luxembourg	Luxembourg	92,00	145,00
Malte	Malta	90,00	115,00
Pays-Bas	Netherlands	93,00	170,00
Pologne	Poland	72,00	145,00
Portugal	Portugal	84,00	120,00
République tchèque	Czech Republic	75,00	155,00
Roumanie	Romania	52,00	170,00
Royaume-Uni	United Kingdom	101,00	175,00
Slovaquie	Slovakia	80,00	125,00
Slovénie	Slovenia	70,00	110,00
Suède	Sweden	97,00	160,00

16. *I have a question regarding last passage of point 11 of the call for proposals TREN-SUB-01-2009. "For actions where the cost to be financed by the Commission exceeds € 500.000, the application" Is 500.000 the total grant for the project or the grant for 1 partner? If it's the total grant has every partner to send such external audit reports, also universities? For example is it enough for an independent company to attach the Balance Sheet and Profit and Loss Account officially signed by their accountant. Or do you need something more?*

If the costs of 1 partner exceed EUR 500.000, this partner must send external audit reports. If the costs of each partner separately exceed this amount, they all have to send such reports. If the costs of all partners but one exceed this amount (EUR 500.000 each), they all have to provide audit reports except for the one whose costs are below EUR 500.000.

Public bodies do not have to produce audit reports, whether their costs exceed EUR 500.000 or not.

17. *Article 1.4 (Article 1.5 for multi-beneficiary grant agreement) of the grant agreement is indicating as an option the possibility to require "external audit report" to certify the correctness of the costs declared. If these "external audit reports" are required, they shall meet the definition provided in article II.15.2: "The external audit shall be carried out by an independent body or expert officially authorized to carry out audits of accounts". We were wondering if for a specific public body a competent public officer can provide such a report, if the relevant national authorities have established the legal capacity of that competent public officer to audit that public body.*

Each contractor is free to choose a qualified external auditor, including its usual external auditor, provided that the following cumulative requirements are fulfilled:

- the external auditor must be **independent** from the contractor;

- the external auditor must be **qualified** to carry out statutory audits of accounting documents in accordance with the 8th Council directive 84/253/EEC of 10 April 1984 or similar national regulations.

Public bodies have the choice between an external auditor or a competent public officer. Where a public body elects to use a competent public officer, the auditor's independence is usually defined as independence from the audited contractor "in fact and/or in appearance". A preliminary condition is that this competent public officer was not involved in any way in drawing up the Financial Statement. Relevant national authorities establish the legal capacity of the competent public officer to carry out audits of that specific public body. This is usually done by a letter of notification to DG TREN and subsequent letter of confirmation from us. Reference should be made to this notification in the external audit report. (*The new model grant agreement will make an explicit reference to competent and independent public officers*)

18. *I am currently finalising ETSC's application for the TREN=SUB=01=2009 and I was wondering whether activities related to Croatia, Former Yugoslav Republic of Macedonia (FYROM) and Turkey can be eligible for funding. This funding would relate to travel and accommodation expenses for national of these three countries. Moreover, expenses for the setting up of national road safety campaigns for the treatment of high risk sites would be covered. Can you please advice?*

As a general rule, applicants for an action to be EU funded must be an entity of a Member State of the European Union ("Europe of the 27" – EU27). The applicant coming from a candidate country cannot apply alone for an EU funding. However, it can take part in a consortium made up by applicants from the EU27; nevertheless, the expenses of the partner from the candidate country will not be refunded.

If the action you want to propose for EU funding is a project with large European dimension having probable repercussions in Croatia, Former Yugoslav Republic of Macedonia (FYROM) or / and Turkey, then the expenses the applicant of an EU27 Member State will engage when implementing the action vis-à-vis any of the candidate countries could be refunded (inter alia, for missions towards these countries).

In order to respect the principle of equity vis-à-vis others potential applicants, at this stage of the procedure we cannot deliver any opinion on any project.