

#### **40. Question of August the 5th 2019**

From the E-Ms platform it is no longer possible to print the Application Form using the button for generating PDF. How should we proceed?

#### **40. Answer**

An anomaly occurred within the eMS system that affects the functionality related to the download of the pdf version of the project proposal uploaded by the potential lead partner. The intervention of the company that manages e-MS system has already been requested in order to correctly restore this functionality as soon as possible.

However, the project proposal can be submitted through the e-MS system, as the sections of the online AF will be taken into consideration for the purposes of the evaluation.

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#### **39. Question of July the 22<sup>nd</sup> 2019**

Is it possible to insert a Hospital in a project proposal falling within Axis III, Investment Priority 5b, Specific Objective 3.2, Eligible action “Interventions to mitigate the effects of the climate change”

#### **39. Answer**

The categories of eligible beneficiaries in Axis III, Investment Priority 5b, Specific Objective 3.2, Eligible action “Interventions to mitigate the effects of the climate change” are:

- Public and private research organizations in line with the provisions of Reg. (EU) 651/2014;
- central, regional and local administrations;
- port authorities and military authorities;
- State agencies and institutions

The co-operation projects to be selected within the scope of this specific objective are aimed at achieving the only output indicator of the programme: 3.2.1 Surface covered by pilot measures for the mitigation of the effects of climate change

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#### **38. Question of July the 17<sup>th</sup> 2019**

We have to proceed to sign Annex C Section 1-2 De Minimis Declaration and the above mentioned annexes include the possibility to insert two signatures, namely the signature of the legal representative and one more signature. The question is: who does the second signature belong to?

#### **38. Answer**

Annex C and related sections 1, 2 and 3 include the possibility to insert two signatures.

In Annex C and following sections where applicable, name, surname and signature of the legal representative is mandatory.

Where the legal representative has already identified a project manager during the preparatory phase, the latter may also sign his / her signature within the document. The second signature is not mandatory.

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**37. Question of July the 17th 2019**

We answered to all questions included in Annex C and selected non applicable in section 1. Thus, the question is: Are we required to also submit the remaining Annexes (section 2 and 3) although they are not completed?

**37. Answer**

In relation to the example made, only the submission of fulfilled Annex C and section 1 is required

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**36. Question of July the 16<sup>th</sup> 2019**

Reference is made to the potential use of Associated Partners in the projects. We refer to the definition given on the "Attachment E – Manuale di Attuazione" to ask confirmation on our understanding:

A. Associated Partners have to be declared in the E-MS Partner TAB.

B. Associated Partners Budget Table is by definition of Associated Partner empty (it is all set to 0) as they will not be involved in the project as entity receiving funds and what they will do it will be at their own investment not mandatory to be declared.

C. We have to define the interest of the Associated Partner to the results of the project only in the E-MS Partner TAB at the field "BENEFIT". The Table field "ROLE" shall be not completed as the associated partner is not taking part to the project.

D. We have to include as attachment to the Project the MOU which links the Project Partners and Associated Partners.

**36. Answer**

A. Within E-MS Partner TAB, if you intend to add an Associated Partner you have to click on "New Associated partner" and proceed to fulfil the required sections.

B. The "Partner budget" section reports the figure 0 and it hasn't to be modified.

The section "Origin of partner contribution" has to be fulfilled as follows:

- "Source of the contribution" insert "Non Applicable" in all required fields
- "% of the total partner contribution" insert the figure 0 in all required fields
- "Amount" insert the figure 0 in all required fields

C. You have to fulfil all required sections adapting the information provided to the characteristics of an associated partner

D. Correct

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### **35. Question of July the 16th 2019**

We are currently working on Italia-Malta projects and have just started filling in the information on the online system. I am noticing that if all the fields are not filled in, the work and information inputted is lost.

This is an issue for us as different people have access to the application form and will fill in details according to their tasks. So for example, it is important that the admin side of the partner information is filled in and saved, with the option of completing the financial section on the same page when the budget is done.

Is there a way to solve this please?

### **35. Answer**

More than one person cannot use the same account at the same time. Once you start to fulfil the information, you have to conclude all the information required within the page and save it. If you only partially fulfil the information of the page, you cannot save it.

The potential beneficiaries could fill in the courtesy version of the AF (word section), provided together the application pack, and then the information can be copied and pasted in eMS.

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### **34. Question of July the 15th 2019**

In section C.2. of the application form, there are 2 tables A and B where outputs and results are mentioned.

I have the impression that in table A there is a typo where Programme Result Indicator and Project Result Indicator should be written as Programme and Project Output Indicator. Is this correct? I am saying this as under Interreg Italia Malta there are no Programme Result Indicators but Programme Output Indicators.

If what I am saying is correct, where should I describe my project results? We have tried to make a difference between deliverables, outputs and results but it's a bit confusing at the moment to establish this difference in the application form.

### **34 Answer**

INTERREG V-A Italia Malta has its own result indicators, reported within the approved programme. For the purpose of this call, they are:

Schedule 1 - Axis 1 – Result Indicator 1.1 - Enterprises which adopt technologies and innovative services created and/or enhanced at cross-border level

Schedule 2 - Axis 2 – Result Indicator 2.2 - Workers participating in cross-border mobility initiatives

Schedule 3 - Axis 3 - Result Indicator 3.1a - Protected marine sites and areas that develop joint actions for the biodiversity protection; Result Indicator 3.1b - Protected terrestrial sites and areas that develop joint actions for the biodiversity protection;

Schedule 4 – Axis 3 - Result Indicator 3.2 - Areas monitored by cross-border technological systems

The potential lead partner has to select in section C.2-Table A the programme result indicator (copy and paste from the programme). In the eMS, the indicator can be selected from a drop down menu.

The following table requires the listing of the project result indicators. In this section, the potential lead partner is required to insert these indicators, paying attention to the fact that at least one of the project result indicators has to correspond to the programme result indicators.

In section C.2- table B, "Project output indicators", the potential lead partner has to list the project outputs and select the coherence with the programme outputs. Please, consider that this section is automatically filled in the eMS once the LP proceeds to complete each WPs.

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### **33. Question of July the 15th 2019**

In the budget excel schedule we need to specify the period of each cost (P0, P1, P2, P3) etc. Can you please specify what does each period represent?

### **33. Answer**

A period corresponds to a semester.

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### **32. Question of July the 15th 2019**

Referring to project budget drafting, in the Manual, in paragraph "9.5.1 Staff costs", it is stated that this item must include the "salary payments related to the activities which the entity would not carry out if the operation concerned was not undertaken, fixed in an employment/work contract and any other costs directly linked to salary payments incurred and paid by the employer, such as employment taxes and social security including pensions provided". It would therefore appear that the costs of the staff contracted by the beneficiary should be charged in that item.

On the contrary, the expenses related to the external staff, pursuant to article 9.5.4 External expertise and services costs of the same Manual, should be entered under the item " External expertise and services ", which refer " to services and advice provided by a public, public equivalent or private subject, or by a natural person other than the beneficiary involved in the project". Therefore, the cost of services provided by a self-employed person with a VAT number, who provides legal advice or technical and financial advice must be included in this latter category of expenditure. Please confirm this interpretation.

### **32. Answer**

The expenses related to "staff costs" are given by the gross labour costs related to staff employed by the beneficiary. Payments made to natural persons working for the Beneficiary under contracts other than that of subordinate employment, if provided by the related national legislation, can be assimilated to the expenses for remuneration and the contract in question can be equated to an employment document.

With reference to "Costs for external expertise and services", the cost of services provided by a self-employed person with a VAT number, with reference to the services and consultancies listed in par. 9.5.4 of the programme implementation manual, falls under this item of expenditure.

Be advised that with reference to Notice 02/2019 (Specific Objective 1.1 - Schedule 1 and Specific Objective 2.2 - Schedule 2), the aforementioned costs for legal advice or technical and financial consultancy are not admissible since the item "Costs for external expertise and services" includes the costs for the purposes of

the first level checks for WP1. On WP2 "Costs for external expertise and services" include the costs for the purposes of communicating the project in line with the activities listed in points 1 to 5 of the same Schedule.

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### **31. Question of July the 15th 2019**

It is requested to confirm whether during projects implementation in order to transmit the reimbursement requests, it will be necessary to submit a bank guarantee to cover foreseen advance. If so, can the cost of this expenditure be charged to the cost category "Costs for external consultancy and services" since it is an eligible and direct cost incurred within the project?

### **31. Answer**

The financial resources (ERDF and NC) made available by the program following a project financing are provided exclusively as expenses reimbursement actually incurred by the beneficiaries and deemed eligible.

An anticipation of the resources equal to 50% of the ERDF for each partner within the approved project is foreseen. The next tranche of advance, equal to 30% of the budget, will be paid to the partners, who have spent and certified the entire sum previously paid.

Despite the possibility of taking advantage of the aforementioned advance payment, each beneficiary (Lead partner and Partner) should ensure - after the approval of the project proposal - the necessary financial resources for the start of the project activities.

A private beneficiary, who intends to make use of the anticipation for business start-up should stipulate a specific guarantee policy. With specific reference to Notice 02/2019 (Specific Objective 1.1 - Schedule 1 and Specific Objective 2.2 - Schedule 2), this expense is not accounted for as real costs.

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### **30. Question of July the 15th 2019**

Regarding data input relating to the associated partners foreseen in the eMS platform section "PART B - Project Partnership / Project Partners", it is to be pointed out that the same data for the project partners including the tasks and role within the project and budget data are being requested. Furthermore, it appears that the input of this information is mandatory in order to save the related record data sheet. This request seems to us to be in contradiction with the provisions of the Manual, which specifies in paragraph "9.1.3 Associated Partner" that the associated partners must be involved in the project without any involvement from the financial point of view.

### **30. Answer**

With regard to the tasks and role within the project of an associate partner, it is necessary to fill in the related section in the eMS system adapting related contents to the characteristics of an "associate partner" as specified in the implementation manual.

With regard to budget data, the related section in the eMS system should be filled in reporting the 0 value for each requested field

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**29. Question of July the 15th 2019**

Referring to associate partners, it is requested to clarify in which points of the eMS platform: Attachments section, is it possible to upload the related letters of association\ intent?

**29. Answer**

The related letters of association\intent could be uploaded in section 7: Eventual permissions and authorizations.

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**28. Question of July the 15th 2019**

Regarding Notice 02/2019, specific objective 2.2 (Schedule 2), is it correct to foresee for WP3 only one activity, that is the provision of the vouchers for the mobility (considering that other activities functional for such process will be realized within WP1 and WP2)?

If former presupposition is true, is it correct to provide for WP3 an only output, which are the mobility vouchers? This output, however, in the related ems drop down menu could not be associated to output indicator cited in Answer 24 (that is currently a result indicator and not of output) but to one of the following indicators:

- 2.2.1 Activated operative cross-border networks which support the demand and supply of labour
- 2.2.2 Enterprises (micro, small and medium) that activate stages
- 2.2.3 Protocols and\or institutional agreement which promote mobility of persons in a cross-border context
- Other

Hence, not being possible to use indicator suggested in Answer 24 (that is also that one used in project focus), in the choice of the indicator to be associated to WP3 main output is it preferable to use one of the three coded indicators (e.g. the 2.2.3) or other)

**28. Answer**

Yes, it is correct. In WP3, it is possible to insert only one activity that is the provision of mobility voucher.

For each activity, it is possible to connect one or more outputs. Of the indicated outputs, at least one must correspond to the programme output indicator between the above listed. Eventual other project outputs that do not coincide with a programme output must be marked as "other" and the specific description must be inserted.

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**27. Question of July the 12th 2019**

Our project falls under Investment Priority 6.d, Programme specific objective 3.1., Eligible Actions B.

I haven't completed the full project proposal online but I accessed the EMS system to get familiar with it and saw that the Programme Output Indicator is automatically selected in section C.2. Project focus. The strange thing is that the indicator that has been displayed automatically is 3.1.1. Recovery and evaluation of the zones of the Nature 2000 network. This indicator doesn't correspond with Eligible Action B, am I right?

In view of this, my questions are the following:

- Is there any problem with the system that doesn't correlate the Eligible Action A or B with the Programme Output Indicator?
- Is there any possibility to select more than one programme output indicator or do projects have to stick to one programme output indicator?

I am asking you this as I haven't completed yet the full project proposal online so maybe I am not seeing all the features of the online system and the possibilities it offers.

### **27. Answer**

NO, the system correlates the Eligible Action A or B with the Programme Output Indicators accordingly. Within the same specific objective, the potential LP could select more than one programme output indicator as foreseen by the public notice.

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### **26. Question of July the 10th 2019**

Regarding project proposal procedure under Axis 1, call 2, Interreg Italia Malta Programme. The proposal we are working on has a Lead Partner that is a Department Of \_\_\_\_\_ University. If within our proposal, another department, always being part of mentioned university but with other different competencies than ours, would join the partnership should it be considered as another partner?

For example:

Department 1 (unipa), Lead Partner

Department 1 (unipa), Partner 1

Department 1 (unimalta), Partner 2

Department 1 (unimalta), Partner 3

Department 1 (unict), Partner 4

Etc.

### **26. Answer**

No, it is not. The legal representative of UNIPA administration, as well as of UNICT, is in any case the same therefore, it is always the same partner. It is suggested to include only two Italian partners in the example described. Be aware that with the following internal acts (service orders), the Departments interested by subject could take part to project implementation.

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## 25. Question of July the 10th 2019

If it is only one partner not choosing the Flat-rate method for WP1, should the foreseen rewarding score be lost?

### 25. Answer

Public Notice 02/2019 does not foresee any rewarding score based on application (or less) of the “flat rate” cost option. However, for potential beneficiaries that would opt for the “flat rate” cost option (SO 3.1 and 3.2), the financial consistency maximum score will automatically be bestowed.

With regard to Specific Objective 1.1 (Schedule 1 of the Notice 02/2019) and Specific Objective 2.2 (Schedule 2 of the Notice 02/2019), all potential beneficiaries have to apply simplified cost option for the staff cost and administrative and office expenses within WP1.

It is not necessary to carry out any extra system calculation of the percentages related to these expenditure categories, considering that Annex 1.b\_AF\_budget\_Axis I and Annex 1.b\_AF\_budget\_Axis II, as integral part of the Notice 2/2019 and properly foreseen for projects proposed under Axis I and II, automatically carries out these calculations.

Regarding Specific Objective 3.1 (Schedule n.3 of the Public Notice) and Specific Objective 3.2 (Schedule 4 of the Public Notice 2/2019), each project potential beneficiary can choose to apply the “flat rate” simplified cost option or else the reporting method of real costs, for the budget heading “staff cost” within all project WPs.

Concerning “administrative and office expenses”: these are always calculated with the application of the “flat rate” simplified cost method for all the project’s WPs where there are Staff Cost.

It is not necessary to carry out any extra system calculation of the percentages related to these expenditure categories, considering that Annex 1.b\_AF\_budget\_Axis III, as integral part of the Notice 2/2019 and properly foreseen for projects proposed under Axis III, automatically carries out calculations on the basis of the chosen option.

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## 24. Question of July the 10th 2019

Regarding cooperation operation of Schedule 2 of the call (Axis II) and provided that:

- Available financial allocations is equal to € 2,416,495.00;
- Project total cost can amount, co-financing included, to a maximum of €2,842,935.29
- Referring to rules inferred by excel file (Allegato 1.b\_Application Form\_budget\_Asse II) for amounts calculation of the single WP (however not equal to those indicated in Schedule 2 of the call)
  - WP1 cost shall not exceed the maximum percentage of 20% of the total cost of the project (max. € 568,587.11);
  - WP2 cost – Communication could not be lower than 38% of project total cost (minimum € 1,080,315.41);
  - WP3 cost could not be lower than 42% of project total cost (minimum € 1,194,032.77 including vouchers to be delivered to recipients);



Hence, confirmation of the above percentages is requested, since WP3 including also expenses for consultancy and services related to the provision of vouchers must necessarily be increased since a minimum of 100 vouchers of € 12,000.00 each must be paid. This increase would be possible, in light of the above rules, only through the reduction of the costs of WP1 since it could not reduce the cost of WP2.

#### **24. Answer**

WP3 of the Notice 02/2019, specifically referring to Specific Objective 2.2 (Schedule 2), foresees “Costs for external expertise and services” exclusively for the provision of the core purposes of the project (€12,000 per voucher with a duration of 6 months). In WP3 field, there are no other expenses included except for the provision of vouchers.

Maximum payable amount for a number of 100 cross-border mobilities represents therefore the percentage of 42% of the financial allocations of the Notice 02/2019, specifically referring to Specific Objective 2.2.

It is not necessary to carry out any extra system calculation, as proposed in the question, considering that Annex 1.b\_AF\_budget\_II Axis, as integral part of the Notice 2/2019 and properly foreseen for project proposals under Axis II, automatically carries out calculations related to WP1, WP2 and WP3 on the basis of the quantity of mobilities the project intends to realize.

Finally, with regard to the number of vouchers to be provided, it has to be clarified that the number of 100 represents a target value of Axis II at programme level, linked to the output indicator: “Workers participating in cross-border mobility initiatives”.

Be advised that pursuant to the point 8 of the art. 5 - Characteristics of co-operation projects, it is foreseen that a project should have a financial allocation (ERDF+NC) comprising of between a minimum of € 500,000 and a maximum of €4,000,000 compatibly with financial allocations provided for each SO.

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#### **23. Question of July the 10th 2019**

While filling in Excel sheet file Annex 1.b\_Application Form\_budget\_Asse II v.1.2, we noticed a potential error in the formulas automatically calculated in the table LP\_PP1

C167 Cell: Staff Costs Flat Rate: once having read the documentation, we understood that this field was automatically calculated on 15% of the direct costs only for WP1. By filling the cells, the system also automatically takes into account the cost items related to "external services" related to WP2 and WP3.

#### **23. Answer**

Regarding Axis II, Specific Objective 2.2, personnel cost are calculated on a flat rate basis equal to 15% of direct costs (“travel and subsistence expenses” and “costs for external expertise and services” others than staff costs of mentioned operation).

Those direct costs (“travel and subsistence expenses” and “costs for external expertise and services”) are provided for WP1, for WP2 and for WP3, therefore it is correct that the system carries out the 15% calculation on direct costs of all WPs.

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## **22. Question of July the 10th 2019**

The Consortium \_\_\_\_, is a private research organization with legal organization of public and private entities consortium, and is regularly registered within the National Research Register (code \_\_\_\_), and is therefore included among the eligible subjects as indicated in the art. 6 schedule 3 of the current notice "Public and private research organizations in line with the provisions of Reg. (EU) 651/2014" but has no legal status as required by art. 7 of the notice n. 2/2019. Therefore, it is hereby requested whether the Consortium, since not having a legal status, is to be considered among the subjects eligible to participate in projects under Axis III of the INTERREG V - A ITALY - MALTA program

### **22. Answer**

Pursuant to Art. 7 of the Notice 2/2019, for the purposes of eligibility under this call, a subject whose legal status is that of a private entity, should be a self-governing institution.

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## **21. Question of July the 9th 2019**

As "associate personnel", several professors and researchers, employed by Italian universities, collaborate with the CNR institute where I work. These units of associated personnel for the CNR are seen as types of employees that can coordinate research projects and/or participate in CNR tenders as any researcher/technologist employed by the CNR.

My question is as follows: can other public research institutions' employees but, as in this case, associated with CNR Institute, contribute to co-financing?

### **21. Answer**

Each expenditure claimed for the project purpose should be directly sustained by the beneficiary of the operation.

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## **20. Question of July the 8th 2019**

With regard to Annex C "Declaration on State Aids", Public Entities and/or public entities governed by public law should fill in the form downloadable from the Programme official site (which currently bears the inscription "To be printed on letterheaded paper by the partners qualified as "company"") or is there a form dedicated to public Entities, which is different from the one provided on the website?

### **20. Answer**

Annex C "Declaration on State Aids", that is an integral part of the Notice 02/2019, is represented by only one form that should be used by all potential beneficiaries, regardless of their legal status.

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## **19. Question of July the 8th 2019**

Notice 2/2019 Schedule n. 1 states: the total number of vouchers that it is intended to secure with the financial resources of this specific objective cannot be less than 200 cross-border mobilities.

Question is: Is this threshold definite or does it constitute a mere objective? If the sum of the vouchers for all the required projects were less than 200, would they be financed in any case or not?

#### **19. Answer**

The number 200 represents a target value of Axis I of the program linked to the output indicator "number of participants in cross-border mobility initiatives".

The admissibility to financing of a project is based on the score obtained through the application of the selection criteria (Annex I), which form an integral part of the Notice 2/2019. Be advised that pursuant to Art. 5 - Characteristics of cooperation projects, point 8, a project is expected to have a budget (ERDF + CN) of between a minimum of € 500,000 and a maximum of € 4,000,000.00, consistent with the resources provided for each specific objective.

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#### **18. Question of July the 5th 2019**

To the purpose of project submission within public notice, it is requested to lead partner to provide formal administrative act (Decree, Decision, Resolution, formal letter, etc.) with the approval of project proposal endorsed by lead partner institutional structure competent deliberative body. In case the legal representative/chairman of an entity is yet entitled by the deliberative body to the submission of funds request under any kind of public notice, is it sufficient to present a declaration stating the related powers inferred by that deliberative act?

#### **18. Answer**

No, it is not. Based on point 4 of Art 11 – “Documentation and methods for presenting project proposals” of Public Notice 02/2019 is provided what follows: “Formal administrative act (Decree, Decision, Resolution, formal letter, etc.) which approves the project proposal, highlighting the total budgetary amount for the implementation of the project activities of the whole partnership. This letter/administrative act should be endorsed by the legal representative of the lead partner.

Moreover, also par. 9.1.1 – Lead partner of Annex D\_Implementation Manual that is integral part of the Public Notice 02/2019, establishes for the “Financial ability” what follows: “ in order to support the funding of applicable project activities, thus opening a budgetary line item dedicated to expenditure related to the project implementation, following its approval, and a separate accounting system. In addition, the lead partner shall endorse a formal administrative document in order to approve the project that must indicate the overall budgetary amount.”

For the above, it is necessary that the deliberative act prepared for the project to be presented under public notice 02/2019 should enclose the list of partner and lead beneficiaries with the related financial amount assigned to each of them.

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#### **17. Question of July the 5th 2019**

While filling out application form for Axis I, is it possible to insert a SME and/or a private entity as associate partner?

## **17. Answer**

Based on par 9.1.3 “Associate Partner” of the Annex D\_Implementation Manual that is integral part of the Public Notice 02/2019 a SME and/or a private entity could be identified as associate partner. These partners would not receive an ERDF fund, should participate on self-financing and are not bound by all project partnership composition fulfilments. Associate partners are typical stakeholders regarding project purposes. More specifically, these are subjects interested in the aims of the same or in the acquisition of results, if this does not conflict with the legislation on public tenders.

In duly justified cases, the Programme Authorities could allow to report associate partner participation with some specific project activities (e.g. travel and living expenses for participation in project meetings) among the expenses of the project.

With reference to the question relating to the SMEs identified as the end-user of the project outputs, it remains the faculty of project proposal lead partner to evaluate the opportunity to insert them as an associated partner or simply indicate the number of SMEs involved. On this point let you feel invited to examine the selection criterion 3.3 “Project main outputs are durable in relation to the problems that afflict the two islands (The proposal describes the concrete measures able to guarantee the sustainability of the outputs and results achieved by the project)”

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## **16. Question of July the 5th 2019**

A SME wants to participate playing Lead Partner role. As part of the project proposal that the Lead partner intends to present in partnership with other subjects, the activities that it will carry out are: project coordination and management / reporting, activation of transnational internships. The funds that current SME will receive directly will be related to costs for the activities actually carried out in the project and not for aid relating to its own competitive capacity on the national and international market.

Question is: should Lead partner consider or less these amounts under De Minimis system?

## **16. Answer**

Pursuant Art 11 - Documentation and methods for presenting project proposals of the Public Notice 02/2019, it is ruled that All beneficiaries (public and private) should also fill out and annex: Declaration on State Aids (annex C). In case of answering “YES” to one or more Annex C questions, potential beneficiary would proceed to fill out the form Option between contribution under the system of exemption or de minimis (Annex C – Section 1). If beneficiary opts for the De Minimis System, it should be filled out ANNEX C Section 2 De Minimis Declaration too. If beneficiary (only if qualified as SME pursuant Annex 1 of Reg. 651/2014) opts for the exemption system it should be filled out ANNEX C – Section 3 Declaration of incompatible aids too.

If answered “NO” to all the question to Annex C, potential beneficiary would proceed to fulfil the form Option between contribution under the system of exemption or de minimis (Annex C – Section 1) selection the option “not applicable”.

Please be advised that information given with Annex C State Aids Declaration will be subject of evaluation by responsible entities.

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#### **15. Question of July the 4th**

Available financial appropriation (ERDF) for axis 3.2 are equal to 1,798,852. This means that, if I would submit a project under this axis (taking into account that presumably it will be finance more projects) should I put a maximum limit to my economical request at the above-mentioned amount?

#### **15. Answer**

Funds available for current public notice are constituted by the Community public co-financing of the European Regional Development Fund (ERDF), equal to 85%, and the national contribution (NC), equal to 15%.

For Italian public partners and public law bodies, National Contribution is in total charge on “Fondo di rotazione ex L. n. 183/1987” and provision is ensured by Ministero dell’Economia e Finanze - Ispettorato Generale per i Rapporti finanziari con l’Unione Europea (IGRUE) as a consequence of Delibera CIPE N. 10 of 28 January 2015.

For Italian private partner; National Contribution is ensured by their own economic resources or guaranteed by other\’s public entity\’ies.

For Maltese public partners, National Contribution follows the disposition of MFIN circular 5/2014.

For Maltese private partner and public law governed bodies, National Contribution is ensured by their own economic resources or guaranteed by other\’s public entity\’ies.

A project amount is given by ERDF and National Contribution sum and its overall budget is the result of a realistic appraisal of costs necessary to the development of foreseen activities.

It is not necessary to proceed to any calculation to put a superior or inferior limit for a project considering that Annex 1.b\_Application Form\_budget, specific for Axis related to the project and integral part of the Notice 02/2019, automatically carries out the calculation related to ERDF share and National Contribution share.

Finally, it is specified that pursuant to art.5 of the Notice 02/2019, in general each cooperation project should ensure, among the others, a financial provision (ERDF+NC) between a minimum of €500,000.00 and a maximum of 4,000,000.00, compatibly with the financial resources available for each specific objective for which the project is presented.

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#### **14. Question of July the 4th**

Can public entities or public law bodies that have no registered office in Italy or in Malta participate to the project?

#### **14. Answer**

No, they do not. Programme implementation manual, which is integral part of Notice 2/2019, with regard to registered office or operational headquarter in the cooperation area at paragraph 7.4 clarifies as follows: “Participation to Programme is opened to public and private beneficiaries that have the registered office in

the programme eligible area. If registered office is not located within programme area, the beneficiary has to demonstrate the existence, of a premises within the programme's eligible territory, i.e. an operational and administrative structure with suitable specific equipment and qualified personnel for the implementation of activities included in their institutional mission. In addition, the beneficiary shall guarantee that the premises will remain within the eligible territory for at least 5 years after the project's conclusion date.

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### **13. Question of July the 4th 2019**

At Art. 6 of the Notice – Schedule 2, between beneficiaries there are also mentioned SMEs operating in same sectors of those of Programme strategies, the question is, can a company whose ATECO code 70.22.09 “others entrepreneurial consultancy activities and other managerial and administrative consultancy and business planning” be a cooperation project beneficiary (partner or lead partner)? What are strategy programme sectors?

### **13. Answer**

It is not possible to follow up a request about the eligibility of a potential beneficiary based on given information. Preliminary activity on partnership is in fact the very first verification field of the presented project, aimed to prove if there are or not the formal admissibility requirements of the project proposal (cf. Annex 1\_ AXIS I II III selection criteria, as integral part of Notice 02/2019).

It is clarified that, following disposition of par. 7.4 of the Annex D\_ Implementation Manual that is integral part of the Public Notice 02/2019 “The entities whose “main activities” are exclusively linked in project coordination, management, communication activities or support to other entities cannot be involved as project partners but should be contracted by means of a procurement procedures.

Programme strategy sectors, referring specifically to Schedule 2 (Axis 2, Programme specific Objective 2.2), are those ones as indicated in the same schedule, section “Project Purposes”: Environment protection; citizens quality of life and health

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### **12. Question of July the 4th 2019**

Regarding Public Notice 2/2019 “target call” for submission of cooperation project under priority axis II Interreg V-A Italy Malta Programme, a clarification about admissible beneficiaries: can an EMPLOYMENT AGENCY be a cooperation project beneficiary (partner or lead partner)

### **12. Answer**

It is not possible to follow up a request about the eligibility of a potential beneficiary based on given information. Preliminary activity on partnership is in fact the very first verification field of the presented project, aimed to prove if there are or not the formal admissibility requirements of the project proposal (cf. Annex 1\_ AXIS I II III selection criteria, as integral part of Notice 02/2019).

Referring specifically to priority Axis II, specific objective 2.2 of the Public Notice 02/2019, in the section “Categories of eligible beneficiaries” of Schedule n. 2 there is the exact list of such subject:

- Technical institutes of higher secondary education operating in the following sectors: economy, services and technology;
- Istituti Tecnici Superiori - Higher Technical Institutes - recognized by current legislation
- enterprises (including newly set-up SMEs) operating in the sectors of the programme strategy;
- consortia/SME associations provided they have a legal personality;
- recognized productive districts also established in the form of consortia and technology districts<sup>2</sup>;
- Public administrations

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### 11. Question of July the 4th 2019

1. Is an NGO having legal personality and adequate competencies to carry out project activities to be considered as eligible beneficiary beneath those foreseen for current axis III objective 3.1?
2. Is Co-financing always mandatory for all partners, either public or private? If yes, in what percentage?
3. Are Result Indicators accruing to yet existing categories or could it be generated depending on goal to achieve in view of design idea?

### 11. Answer

With regard to point 1, it is clarified that if the entity can be seen as a trade body having registered office in the cooperation area the answer is YES.

With regard to point 2, it is clarified that Co-financing seen as “national contribution” in 15% percentage is always mandatory either for public than for public partners. Specifically it refers to Art. 3 - Subject and financial allocations of the public notice – PN 02/2019 stating as follows:

For the Italian public partners and bodies governed by public law, the NC is placed under the responsibility of the "Fondo di Rotazione ex L. no. 183/1987" and is guaranteed by the Ministry of Economy and Finance - Ispettore Generale per I Rapporti con l'Unione Europea (IGRUE) as a result of CIPE Resolution No. 10 of 28 January 2015. For Italian private partners, the NC is to be guaranteed through funds from the partner itself or by other public body/ies.

With regard to point 3, it is clarified that based on Annex 1.a\_Application Form\_Axis I II III, it is provided as follows:

List in column A one or more project expected result indicators. Describe in column B, in correspondence of each project's result indicators reported in column A, its/their contribution to the programme result and to its indicator (if relevant, only) .N.B: At least one of the three project result indicator has to be the same of the programme result as well as its quantification has to be with the same measure unit of the programme result indicator.

Please be advised that this same indication should be effected in the e-MS system when transmitting project proposal.

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#### **10. Question of July the 3rd 2019**

Is it required to complete the project on the online system, on the MS\_word Application Form or both?

#### **10. Answer**

Art. 11 of the Notice 02/2019 rules the required documentation and the methods for presenting project proposals.

Project proposals presentation should be carried out only and exclusively online through the application platform named e-MS, under penalty of exclusion from the procedure, filling out all the required parts and attaching what is listed on the above-mentioned art.11 of the Notice:

The named Application Form in MS\_word format corresponding to Annex 1.a represents a scheme of Application Form containing guide indication to permit to potential beneficiaries to prepare their own project proposals. Information in it included is specular to that requested in e-MS system during the phase of project compilation.

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#### **9. Question of July the 3rd 2019**

With regard to intervention of Schedule n. 2 of the Notice (Admissible Action - B - Interventions aimed at financing cross-border mobility via the granting of a voucher) for Total Cost of the project is correct to propose that one comprehensive of the previewed cost of 100 six months vouchers (1,200,000.00) or that other net of this cost. In other terms, WP3 maximum cost percentage (42%) on which of these two possible project total amounts is it required to be calculated ?

#### **9. Answer**

Project total cost is the sum of all foreseen WP's costs. Specifically for Schedule n. 2 of the Notice 2/2019 activities subdivision and related cost is organized in WP1, WP2 and WP3.

It is not necessary to proceed to an extra system calculation as proposed in the question, considering that Annex 1.b\_AF\_budget\_II Axis, as integral part of the Notice 2/2019 and properly foreseen for project proposed under Axis II, automatically does calculations related to WP1, WP2 and WP3 on the basis of quantity of mobility that project intends to realize.

It has to be clarified also that the above mentioned Annex 1.b\_AF\_budget\_II Axis, either in open format that in signed and scanned copy, should be attached in the e.MS system contextually to the project sending, under penalty of inadmissibility of the same.

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#### **8. Question of July the 1st 2019**

Referring Axis II, specific object 2.2, of public notice the schedule mentions the Public Administrations among the eligible beneficiary categories. Are Public Universities, classified as "under public law governed Bodies", included as admissible beneficiaries?

#### **8. Answer**



Public Universities are not listed between eligible beneficiaries pursuant art. 6 of Public Notice 2/02019, specifically referring to Axis II, specific object 2.2.

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#### **7. Question of June the 27th 2019**

Is there a limit of projects that the same body could submit under Notice 2/2019?

#### **7. Answer**

No, there is not. There is no limit the amount of projects a same entity could submit under Notice 2/2019

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#### **6. Question of June the 27th 2019**

Is it possible to arrange full-time staff employment under Italia-Malta Funds? In case of affirmative answer, how it should be reported?

#### **6. Answer**

It is possible to arrange full-time staff employment for project purposes, limited and following modalities foreseen by national law.

Report modalities for staff personnel foreseen under Public Notice 2/2019 could be at “real cost” or at “flat rate percentage”. Possibility to take advantage from the one or the other modality is ruled in Public Notice (art.6) and is diversified based on the specific object under which the project proposal is submitted.

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#### **5. Question of June the 25th 2019**

From a documentation very first sight, this Notice is aimed at financing mobility activity of post-doctoral degree researchers (or who have at least four years of full-time research experience) through a voucher of €15,000\6 months. These costs are included in WP3 implementation\realization that has to cost not beyond 75% of the project. Hence, I presume that if it is assumed a “base” project with a researcher for 6 months, project cost should be at maximum €20,000 (€15,000 voucher and €5,000 that includes 19% max per WP1 and 6% max per WP2). Is this brief summary correct?

#### **5. Answer**

First it should be clarified that the voucher supply (individual grants) in favour of post-doctoral degree researchers (researchers, who have already obtained a doctorate degree or who have at least four years of full-time research experience) in order to support cross-border mobility, represents the eligible action only and exclusively under Axis 1, specific Object 1.1 of the Notice 2/2019 (as per art. 6, schedule 1).

It is not necessary to proceed with an extra system calculation as that proposed in the question. This also considered that Annex 1.b\_Application Form\_budget\_Axis I, as integral part of the Notice 02/2019 and specifically foreseen for the projects under Axis I, it calculates automatically the amounts related to WP1, WP2 and WP3 based on the quantity of mobility number that the project intends to realize. It has to be

clarified also that the above mentioned Annex 1.b\_AF\_budget\_II Axis, either in open format that in signed and scanned copy, should be attached in the e.MS system contextually to the project sending, under penalty of inadmissibility of the same.

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#### **4. Question of June the 24th 2019**

...our registered office is situated outside the Programme Area, but we are structured with a local unity (as can be seen through chamber of commerce) in the programme area. This local unity is equipped with specific suitable facilities and with qualified human resources... Is it possible for us to join a partnership to participate?

#### **4. Answer**

Please refer to Answer n. 1 to the question of the 06/18/2019

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#### **3. Question of June the 21th 2019**

Among the "Categories of eligible beneficiaries" indicated in the Public Notice Schedules, SMEs seem to be admitted only in "Axis II – Promoting Competitiveness in the Cross-Border Area"; is it correct this interpretation or SMEs could be partners also in others Axis?

#### **3. Answer**

Yes, it is. Referring to Schedule 2 related to Axis 2, Specific Ob. 2.2 categories of eligible beneficiaries are:

- Technical institutes of higher secondary education operating in the following sectors: economy, services and technology;
- Istituti Tecnici Superiori - Higher Technical Institutes - recognized by current legislation
- enterprises (including newly set-up SMEs) operating in the sectors of the programme strategy;
- consortia/SME associations provided they have a legal personality;
- recognized productive districts also established in the form of consortia and technology districts;
- Public administrations.

For each Schedule of Notice 2/2019 the section "Categories of eligible beneficiaries" makes the list for each Axis and for each specific objective which one categories could participate. SMEs could participate only where are included.

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#### **2. Question of June the 21th 2019**

In what form a company wholly owned by a Metropolitan city can take part as a project partner or as an active part of a project to be presented under the public notice 2/2019 within axis III (3.1 or 3.2) ?

If not included within the eligible partners, could one think of an operational Settlement (with allocation of budgets and activities) with another eligible partner? In these cases, do you foresee a format to fill out already during the application phase?

## 2. Answer

Answering first question related the form of participation it has to be clarified the following.

Art. 7 of the Public Notice 2/2019 rules the legal status of entities\bodies\subjects eligible for Public Notice participation:

- Public entities:
  - “Contracting authorities” within the meaning of Article 2(1), Number 1 of Directive 2014/24/EC of the European Parliament and of the Council
- Bodies governed by public law pursuant to Article 2(1), Number 4 of Directive 2014/24/EC of the European Parliament and of the Council
- Private bodies provided they have a legal personality.

These entities\bodies\subjects could participate as beneficiaries of the projects only and exclusively if they are included in the "Categories of eligible beneficiaries" section inserted in each Schedule of art. 6 of the Public Notice.

With regard to Schedule n. 3 related to Axis 3, Specific Ob. 3.1 categories of eligible beneficiaries are:

- Public and private research organizations according to the provisions of Reg. (EU) 651/2014;
- central, local and regional administrations;
- specialized agencies and institutes of the state;
- park entities, governmental entities responsible to care for the environment/ parks
- professional and/or research associations, provided they have a legal personality, operating in the sectors of intervention of axis III.

With regard to Schedule n. 4 related to Axis n. 3, Specific Object 3.2 categories of eligible beneficiaries are:

- Public and private research organizations in line with the provisions of Reg. (EU) 651/2014;
- central, regional and local administrations;
- port authorities and military authorities;
- State agencies and institutions;

For what concerns the second question related other form of beneficiary participation, it has to be clarified the following.

Project partnership has to be formed by entities having competencies to carry out foreseen activities, having needed experiences and capacities to implement the project, having an active well shaped role within partnership. Moreover, the above-mentioned aspects represent project proposal specific evaluation criteria, as provided by selection criteria that are integral part of Notice 02/2019.

As result of the above it is possible to assign activities and budget to third subject not included in project partnership.

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### **1. Question of June the 18th 2019**

Is there the possibility to involve partners outside eligible territories if they have competencies or of such importance to make them strategical for the project?

#### **1. Answer**

No, there is not, because Programme implementation Manual, that is integral part of the Public Notice 02/2019, regarding the thematic of registered office or operational headquarters in the cross-border area at paragraph 7.4 clarifies the following: ““Participation to Programme is opened to public and private beneficiaries that have the registered office in the programme eligible area. If registered office is not located within programme area, the beneficiary has to demonstrate the existence, of a premises within the programme’s eligible territory, i.e. an operational and administrative structure with suitable specific equipment and qualified personnel for the implementation of activities included in their institutional mission. In addition, the beneficiary shall guarantee that the premises will remain within the eligible territory for at least 5 years after the project’s conclusion date.”