

Info session: Call for additional activities (8 April 2021)

Q&A summary

These questions were collected during the online info session on the call for additional activities held on 8 April 2021. See also the [webinar recording](#) and consult the application pack of the call. The application pack is available for download on the '[calls for projects](#)' page.

For further information, please contact your [project and finance officers](#) at the joint secretariat.

	Question	Answer
Practical questions about the webinar		
1	Will all the Q&A answered be available?	The chat log is not published as such, but questions and answers are listed in this summary document.
2	Is the presentation available?	Yes, the presentation is available for download.
3	Will the webinar recording be available?	Yes, the recording of the webinar is available on the Interreg Europe website and YouTube channel.
Application and selection - timeline		
4	How does the approval procedure work? How much time will it take? And when are the new activities supposed to start ?	Compared to a normal call, the assessment starts shortly after the submission. As described in the terms of reference, the approval procedure starts with the assessment in 2 steps (eligibility and quality assessment). Then, the application is sent for approval to the Partner States based on JS recommendations. It is expected that the decision will be taken within a maximum of 3 months from the submission. The start date of the activities will depend on the date of decision (and therefore submission). A start date is however fixed for 1st and 2nd call in the terms of reference.
5	What would be the timeframe of evaluation, approval and start of the added activities (we are a call 3 project, started Phase 2 last month)?	It is expected that the decision will be taken within a maximum of 3 months from the submission of the application. The start date of the activities will depend on the date of decision (and therefore submission). A start date is however fixed for 1st and 2nd call in the terms of reference.
6	What will be the starting date , if the application is approved?	This will depend on when the application is submitted. A start date is however fixed for 1st and 2nd call in the terms of reference.
7	You mentioned a closing date of 2 July unless funds are used before then. That suggests that applications are considered on an as received basis . Is this correct?	Yes this is correct. The date and time of the submission of the eligible application is what counts.
8	How will the earlier closure of call work? Does it mean that after a month, for example in May, the applications will be reviewed and the call will be closed?	This very much depends on the level of demand. Partner States will decide on the applications to be approved on a monthly basis. In case Partner States already decided to allocate all the funds by June, then the call will be closed.
9	If the call is open up to July 2nd to all, how does the " first come, first served " criteria apply?	The date and time of submission of the eligible applications will be automatically recorded on the iOLF system. In case the level of demand is too high compared to the funds available, the order of priority will follow the order of submission to the programme.

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10	Could you, please, repeat the start date for 2nd and 4th call projects?	The start date for 2nd call project is fixed to September 2021 in the terms of reference.
Lead partner		
11	Does the LP remain the same ? It is possible to have another partner to take over the role?	The LP should remain the same.
12	Does the Lead Partner need to remain the same? Or in case the LP doesn't want to participate in the call, could it be replaced by another member of the consortium?	Yes, the LP should remain the same. It cannot be replaced by another partner.
13	If there is a justified reason, is it possible to change the Lead Partner ? Can it be assumed by another partner?	The LP is considered as a core element of the project. It cannot be changed.
14	With reference to partnership: what about a change in the lead partner ?	This is not possible in this call.
15	Is it necessary that the LP submits the application ? What happens if the LP does not have the resources to do this?	Yes, this is obligatory. The application cannot be submitted in case of LP withdrawal.
16	So, if the LP does not participate , the partnership cannot submit the application?	It is unfortunately not possible to apply to the call if the LP withdraws.
Partnership		
17	Do all members of project partnership have to agree to apply this call for additional activities?	Ideally, yes. At least, it is important that the big majority of partners together with the LP agree to apply.
18	Is it mandatory that all of the original partnership remain active or may the extension have one or more of the existing partners that do not fully engage?	It is possible to have minor changes to the partnership, with partner(s) leaving. The LP should remain the same though.
19	Can there be " silent " partners, not being much involved in the activities and also receiving less budget? (some of the PPs don't have the staff resources to extend the project)	This may be possible if justified and remains exceptional. If too many partners in the same project become silent, it will be considered as a core change of the partnership.
20	From a project of 8 partners, are we still eligible if 3 partners do not want to apply (among them 2 managing authorities) so will only remain with 1 MA, is this critical?	This needs to be checked by the project officer on a case by case basis. In any case, the withdrawal of 3 regions in a project is considered as an important change and would need to be duly justified.
21	In case the partnership has the minimum partners to participate in an Interreg Europe project and one of them needs to withdraw due to major cause, is the partnership still eligible the project for the additional activities?	The minimum requirement set by the regulation for interregional cooperation is 3 Partner States represented in the project. To be below this requirement is very unlikely considering that Interreg Europe partnerships are usually much wider. In any case, the minimum is indeed to ensure that at least 3 countries are represented in the application.

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22	Since the end of a 1st call approved project the legal entity of one partner has changed , are they still eligible? It is essentially their legal address that has changed.	This can be reported in the 5th call application form (under partnership) and further explained to your officers. In case of legal succession, the eligibility of the new entity will be checked by the relevant Partner State.
23	Can we integrate a new partner (from a region that is already involved in the project) if we apply for a pilot?	The integration of a new partner is possible only when this is required for the implementation of a pilot action.
24	Regarding advisory partners who will not be directly addressing a PI, how do we need to justify their continued inclusion with the change in context?	This very much depends on the exact role of this advisory partner in the project but there will be cases where indeed the participation of the advisory partner will not be needed for the additional activities. This should be explained in the relevant section of the application form.
25	What about the advisory partner type of partners, what kind of role you consider they can take considering there is no Action Planning in the new call but rather knowledge exchange and policy influencing?	This very much depends on the exact role of this advisory partner in the project but there will be cases where indeed the participation of the advisory partner will not be needed for the additional activities. This should be explained in the relevant section of the application form
Application, requirements, eligibility and other questions		
26	I see 2 templates for application , a pdf and an Excel, what is to be used?	The application form to be used is an Excel document available under the application pack on the programme website.
27	For the consultation of the idea with the JS , is it necessary/ recommended to submit previous documentation or just a brief summary by email?	It is recommended that the application is closely prepared with your JS officers to increase the chance of approval in the end.
28	Does the rule on 50% structural fund policy instrument remain?	No. This rule applies at the initial application stage.
29	In case of a change in the policy will the 50% rules for ERDF still be in place?	No. This rule applies at the initial application stage.
30	Are UK partners / coordinators still eligible to apply?	Yes, they are.
31	Are UK partners still eligible?	UK partners are eligible.
32	Are projects that have already ended before the 1st of April 2021 (sent in final progress report) eligible?	Yes, they are.
33	What is the last possible implementation date of the new project?	We are not sure to fully understand the question but all additional activities supported within this call are expected to be finalised by October 2022.

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Support letters		
34	If there is a change of policy instrument, especially if one from future period is targeted, what is the procedure with letters of support for partners that are not directly in control of the policy instrument? Are these letters still needed?	Letters of support are not required for this call.
35	Do we need a support letter from the MA again if we had it in the 1st call?	No.
36	In case the additional activities are going to address 2021-2027 programme or REACT EU, will the formal commitment from the MA still be necessary?	No.
Projects from 1st and 2nd call		
37	How about projects fully closed from call 1?	1st call projects can still apply.
38	Our project was concluded a year ago. Will we be able to apply for: 1) extension? 2) Pilot? 3) Combination of the two?	Yes, your project can apply to an extension with additional activities. Those additional activities can include pilot actions.
39	For the 1st call projects, is it possible to submit the application for the 5th call without a pilot action and submit a funding request for the pilot action after the call is closed?	No. The only possibility for 1st call projects to submit a pilot action request is through the 5th call.
40	Can a project of the 1st call, already ended, add new objectives that were not foreseen in the original project?	Due to the call's focus on COVID-19 crisis, the project objective will necessarily evolve. However, the most important is that the thematic focus of the project remains the same.
41	In my project from the 1st call, all policy instruments of the project are now ended, therefore, the new project can only refer to the new PIs which can have different priorities from the previous PIs. This can bring the need of adding new objectives in the project. Can this be possible?	This is possible as long as the thematic focus of the project remains the same. This also means that the new policy instruments addressed through the additional activities will have to remain relevant to this thematic focus. The project's overall objective should remain the improvement of these policy instruments.
42	For 2nd call, would it also be possible to start on the 1st of October? We have our final conference in September... That is actually in line with our reporting period...	In principle, the start date for 2nd call is fixed to September 2021. We also encourage projects to start as soon as their application is approved. It is however possible for 2nd call to start only in October as long as all the additional activities can be organised before the end of September 2022.

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Projects from 3rd and 4th call		
43	Is the call open to 3rd/ 4th call approved projects?	Yes it is. 3rd and 4th call projects should however consider the call only in case the existing measures already taken by the measure cannot meet their needs.
44	Then, which is the recommended extension of the time for a 3rd call project applying?	This depends on the initial duration of your project. Please keep in mind that most of the activities should as much as possible be organised in the framework of the project as already approved (including possibility for additional pilot actions). We encourage you to check with your officers.
45	Can 3rd call projects apply for additional activities relevant for the project objectives and COVID if this call is not primarily designed for them?	The call is open to all projects but its relevance often depends on your stage of implementation and nature of the request. In order to apply to this call, 3d call projects should clearly demonstrate that their request: 1) cannot be supported through under spending 2) cannot be accommodated through the measure already taken in 2020.
46	So, 3rd call, large underspending , forget it?	The 5th call will indeed not be of interest to 3rd call projects facing significant underspending since their request for additional activities can be accommodated through the measures taken in 2020.
47	You mentioned for 3rd call projects with higher underspending, which is most of the projects, the measure will be accommodated outside of call 5. Could you give more details what options these 3rd call projects have?	Through the measures already taken in 2020 by the programme, 3rd call projects can already request extension of duration and additional activities. These requests can usually be supported through the underspending without the need to apply to the 5th call.
48	Is a beginning in June possible for 3rd call projects?	To start the additional activities in June is challenging since it implies an approval by the Partner States in May which means that the eligible application should be submitted before the end of April.
49	Should 3rd and 4th call projects include additional dissemination activities , or is it covered by phase 2?	Phase 2 indeed covers a certain number of communication activities. Only activities that are clearly additional may be included in the application form.
50	For the 4th call projects, would there be any incompatibility in asking for an extension of the project in 6 months (under the contingency plan for COVID 19) and also calling for the 5th call for a more ambitious plan to exchange experiences and pilot actions?	A high number of 4th call projects have already requested an extension of Phase 1 due to COVID-19 situation. This does not prevent them from applying to the 5th call. However, to do so, 4th call projects should clearly demonstrate that their request: 1) cannot be supported through underspending 2) cannot be accommodated through the measure already take in 2020 (in particular the possibility to request pilot action already in Phase 1).
51	In case of minor under-spending in the case of 4th call projects can they be integrated into the 5th call budget?	This is the first condition that would make the call relevant to this project. But the second condition is also that the measures taken in 2020 (in particular the possibility to request pilot action in Phase 1) are not sufficient to meet the project's need.

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52	Under 4th call, should project partners report the costs of additional activities together with the activities already scheduled?	For 4th call projects, the additional activities will necessarily take place at the same time as the activities initially approved. These additional activities and their costs should therefore be reported at the same time as the other activities through the regular progress reports.
53	For the 4th call, it will include only new activities, not prolongation of the project, correct?	Yes, the 5th call is related exclusively to additional activities and cannot support the prolongation of existing activities.
54	In the case of 4th call projects, can we propose additional exchange activities aiming at visiting some good practices partners only shared virtually because of the pandemic (focused on the impact of COVID-19 in those good practices performance)?	Yes this is possible. It is however recommended that no physical interregional meetings are planned before the beginning of 2022.
55	Is it really not going to be possible to have the final conference in 2022 instead of 2021? Since we can't do physical events this year it would be really great to be able to do it in 2022 physically, in case the project would be extended.	No. The existing projects should not be impacted by the launch of this call for several reasons. First, the objective of this call is different from that of the initial project that needs to be carried out as initially planned. Second, no project can be sure at this stage that their application will be approved. Third, the call for additional funding cannot support activities from the initial application form. In any case, if the application is approved, there may be other opportunities for physical meetings under the additional activities.
56	Is it possible to ask for additional money and an extension in the duration of the project, in order to organize one last general meeting in person with all partners and stakeholders, since this was not possible in the last months and most likely it won't be till next year?	The call for additional funding is not about continuing the existing activities or replacing activities that could not initially take place. Such a meeting may be envisaged (not before the beginning of 2022) only if it makes sense in the objective of addressing the COVID-19 crisis.
57	For 4th call projects, should the length of the 5th be of one year or can it be for a shorter period ? Should the start of the activities of the 5th call be on 1 August 2021?	The start date of the additional activities will depend on the approval by the Partner States. It could indeed be by August 2021 for the applications approved in July. The additional year is a maximum and is automatically granted to 1st and 2nd call projects. For other projects, this duration for implementing the additional activities can be shorter.
58	Would it be possible for 4th call projects to ask for a time extension of phase 1 ? If yes, how long could the extension be? Is it possible to extend even only for 1 month or does it have to be at least one semester?	4th call projects will be eligible to the 5th call only in very specific cases because in most cases, activities envisaged in the context of the 5th call can be carried out already in the context of the project as approved. Please consult with your officers for further checks.

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59	With regard to the projects of the 4th call that end on 31 July 2021, should phase 2 start as planned on 1 August 2021 and can the additional activities of the 5th call take place in parallel or should phase 1 be extended?	4th call projects are specific due to their Phase 2 which is based on a lump sum. So these projects cannot organise additional activities in parallel to their Phase 2. 4th call projects ending on 31 July 2021 would necessarily need to request an extension of their Phase 1.
60	For 4th call project, how can we apply for COVID-19 additional measures (i.e. request for project extension up to 6 months)?	To apply to the COVID-19 measures taken in 2020, 4th call projects should simply get in touch with their JS officers.
Issues addressed, policy instruments and policy changes		
61	RE "The issue addressed by the project ": Which project do you mean? The original (e.g. from call 1) or the current one (to be submitted now)?	There is only one issue addressed by each project and it is described in section C.2 of the original application form.
62	Besides addressing the issue at the basis of the original project, do we have to use additional activities referring to LAPs actions already designed?	The call is dedicated to additional activities only. Therefore, for the sake of clarity, we would recommend not to refer to the activities or deliverables (e.g. action plans) of the existing project.
63	Do we have to mention in the application form the kind of targeted policy changes related to COVID-19 per region?	In the application form, the information related to the envisaged policy improvement is very basic and mainly consists of selecting which type of improvements are envisaged.
64	Is it possible for this call to address one policy instrument only even if in the concluded project we addressed two policy instruments?	We assume your question is about PI in each region involved in the project. Yes, you should address only one PI per region.
65	In case new policy instruments are introduced, should the initially identified PIs in the AP not be taken into consideration at all, or should both PIs (new and existing) be examined through the new actions?	Only the main policy instruments that are addressed by the additional activities should be considered in the 5th call.
66	Regarding PI's on an initial survey almost all existing partners will need to change PI's - main use is to focus on REACT/COVID Recovery Plans - is this OK?	It is possible to change the policy instruments. This has to be explained in the AF. Please check with your JS officers.
67	Besides addressing a policy instrument, do we have to prove the influence of additional activities on it and how?	Any information in this regard is more than welcome even if it is not easy always to establish a direct link between an activity and a policy improvement. The programme is more demanding for the pilot actions but for the usual exchange of experience activities, it is taken for granted that they are organised in the context of the policy instruments addressed by the project with the ultimate objective of influencing them.

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68	If no action plan is required, how should policy changes be achieved and how should it be addressed in the application?	As demonstrated by the running projects, a high number of policy changes are achieved under Phase 1 even before the action plan is produced. The ambitious objective of the call is therefore to achieve such changes without the need for an action plan also considering that European regions need to be very reactive to face this unprecedented situation. The application form is light in this regard since it just requires a description of the new policy instruments and an overall description on how the additional activities could lead to achieving further policy improvements.
69	You mentioned that there is no action plan required, but is there a need to produce some output? Do we need to impact policy instruments as a result of exchange of experience?	The usual outputs (policy learning events, good practices identified) would still apply. As demonstrated by the running projects, a high number of policy changes are achieved under Phase 1 even before the action plan is produced. The ambitious objective of the call is therefore to achieve such changes without the need for an action plan also considering that European regions need to be very reactive to face this unprecedented situation.
70	Is it possible to have not only creative companies (which is the focus in our project) in our focus but rather all SMEs from the broader economy since they are all effected by the crisis? This would enable most all the partners to be in, since some PPs do not have CCIs as the main priority anymore on their agenda.	The content of your activities should be related to the topic initially addressed by your project. The difference is really about the focus on COVID-19 impact. Please consult your JS officers in order to ensure the focus of the activities you envisage fit within the 5th call requirements.
Activities		
71	Is there a recommended number of activities?	No, there is not.
72	Should we include and describe PM activities?	Only the activities related to the exchange of experience and communication should be described in the application form.
73	Can the project extension focus on the action of the elaborated action plan? (e.g. barriers faced in action implementation through COVID)	The call is dedicated to additional activities only. Therefore, for the sake of clarity, we would recommend not to refer to the activities or deliverables (e.g. action plans) of the existing project. The barriers faced in action plan implementation (even if due to COVID-19) are anyway supposed to be covered under the normal monitoring activities financed under Phase 2.

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74	<p>We understand by experiences, practices that have already been adopted, I mean, existing practices. So, what does "further exchange of experiences" mean in this context? Exchange of existing experiences or practices adopted to face the COVID crisis or exchange of experiences or practices to be adopted to face the COVID crisis? In the 1st case (existing practices), it would be about exchanging existing experiences or practices that were adopted to deal with COVID? So, the final output: it would be to include these practices in the Interreg Europe database? In the 2nd case (practices to be adopted), it would be about exchanging experiences or practices that have not yet been adopted, but that will be adopted in the future to face the COVID crisis? So, the final output: it would be to schedule these good practices to be adopted, I mean, to develop an Action Plan that will address these good practices to be adopted in the future to face the COVID crisis?</p>	<p>The experience to be exchanged has to be taken in a broad sense. It mainly refers to any experiences already gained by the regions in the last year in facing the crisis, assessing its impact and developing recovery measures. But due to the novelty of the issue, regions can also exchange on envisaged measures that are not implemented yet but may still be a good source of inspiration.</p>
75	<p>We had very interesting collaboration with other projects. Can we foresee exchanges with other projects in our proposal?</p>	<p>If these activities are relevant to the objective of the call, they may indeed be proposed.</p>
76	<p>Joint analysis = study?</p>	<p>It is up to you to define the content of your activities and to explain them in the application form. Please consult with your JS officers to check the relevance of the activities you envisage.</p>
77	<p>Would it be possible/ be financed, to subcontract a study on how the crisis affects the CCI sector? This would reinforce the knowledge of the sector and spread it to authorities which would help to put CCI on the agenda, again.</p>	<p>Like for all Interreg Europe projects, the focus is on the exchange of experience among partners. In addition, the time to carry out the activities approved during the 5th call is limited. Therefore, additional studies can be financed provided that they are limited and connected to the exchange of experience.</p>
78	<p>Can a study on the impact on clinical studies be eligible?</p>	<p>Study may be envisaged if it is related to the issue addressed by the project and if it clearly contributes to the exchange of experience process. Please check with your JS officers to check the eligibility of the activities you envisage.</p>
79	<p>How to combine the submission of a proposal for additional activities with the idea to implement a pilot action? Are the two processes interlinked or not?</p>	<p>This is the same procedure The 5th call is dedicated to additional activities including pilot actions in justified cases. The application form therefore includes both the description of the 'normal' additional activities and, if needed, dedicated annexes for pilot actions.</p>

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80	Could you please explain how pilot actions should be address in this call? Should they be new proposals and not related to the project's action plans?	The usual requirements to the pilot actions will apply to this call (see also the programme manual). Since the call is specifically on COVID-19, these pilot actions should indeed be new and not related to the existing action plans.
81	May we make as pilot some of the actions from our approved action plans ?	No. The additional activities are an add-on to the already approved project. The new activities should be linked to COVID-19 whereas this was not the case with what was planned already in your action plan.
82	Will the projects requesting pilot actions have more possibilities to be selected? Can you explain the selection criteria ?	The usual requirements to the pilot actions will apply to this call. The 3 core criteria (policy relevance, interregionality, additionality) are described in the programme manual. Please refer to the webinar on pilot actions for more information on the programme requirements https://www.interregeurope.eu/projects/implement-a-project/?menu-option-selection_2=1000000029
83	What pilot activity costs will be accepted?	This will depend on the activities proposed. The budget should be designed around the pilot action activities and the partner(s)' needs to implement the pilot. Then the usual eligibility rules will have to be followed. The usual budget lines will be available (i.e. staff costs, admin costs, travel costs, external expertise, equipment)
84	Can we apply with pilots across all partners for a clinical study of the effects of rehabilitation after COVID-19 in thermalism (SPAs)?	Usually pilot actions are implemented in one specific region but there are also rarer cases where the same pilot is jointly tested in several regions. A study will anyway not be considered as a pilot action which requires concrete testing.
85	If we apply for a pilot action as well as an extension , would the funds for the pilot be in addition to the up to 500k EUR core funds?	The maximum ERDF recommended includes the possibility to propose pilot actions.
86	Could " pilot request " and " call for additional activities " funding resources be complementary ?	Both types of activities (usual exchange of experience and pilot actions) are possible within the 5th call application form which is available on the programme website. So it is possible to apply to both if relevant.
87	Can we apply for this call and also a project prolongation ?	This is the same procedure. The request for extension can be integrated into the application for additional activities.
Finance, budget and reporting		
88	So, there is no co-funding ?	The funding rules remain the same as with the previous call. Please contact your finance officer to know more about the co-financing rates.
89	Are all type of costs (i.e. external expertise, equipment) eligible?	Indeed, all budget lines will be available.
90	Can we also include travel costs and project meetings in our application?	This is indeed possible. The programme recommends you not to plan any physical events before 2022. Physical events and travel costs can be planned from 2022 on.
91	Could you expand on the explanation for the inclusion of preparation costs for a project which has closed?	Costs linked to the preparation of a successful 5th call application can be reported to the programme via the additional progress report to submit.

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92	Is the "new" budget integrated in the initial one, or it counts as a separate project with separate budget?	The budget approved for 5th call activities will be included in the application form of your initial project via a Request for Change.
93	Do you confirm that the flexibility rule in budget changes will still apply?	Yes
94	... So, regarding the 20% rule : it is calculated against the TOTAL project budget? Or just the Call 5?	20% budget rules will continue to apply as described in the programme manual and not specifically in relation to the additional budget from the 5th call.
95	If two of the partners withdraw (with justification) does this mean that should apply for less than the 500k EUR or does this depend on our activities?	The budget depends both on the number and nature of activities planned (especially if pilot actions are included and on the number of partners involved.
96	Just to check: no lump sum for call 5 & financial report in the usual way with reimbursement after the additional activities will have finished? And starting in the autumn - September/ October if approval granted by the JS?	Yes the reporting will be done on a real costs basis. There is some extra time to proceed with the administrative closure and with the submission of the PR after the year of activities. The running dates per call are specified in the application pack - Terms of Reference, section 11. Finalisation and start. For the sake of clarity, the approval is made by the Partner States and not the JS.
97	If activities start in semester 7 and end in semester 8, do we have to report in semester 8?	Yes, the normal rule of reporting applies to the additional activities.
98	About the budget: is it correct to say that in case of extension in the duration of the phase 1, it will be necessary to ask for additional budget , despite the unspent money in the previous semesters?	If you are from a 4th call project and have a large underspending, the 5th call might not be relevant for you but you still have possibilities for applying to additional activities and pilot actions within phase 1 outside this new call. Please contact your JS officers for further discussions.
FLC		
99	Do we have to contract another FLC ?	As an additional progress report will be added, you will need to make sure that you still have a FLC to certify your 5th call expenditure. In case your project is still running when you apply to the 5th call (as said during the webinar, this should be rather limited), then your regular FLC will be able to certify your expenditure.
100	How may we manage the FLC per partner? May we continue with the same FLC without further tender action?	We invite you and the partners to check this with your/their legal department to make sure that any applicable public procurement rules are complied with in the process.
101	As for technical assistance and/ or FLC , if in accordance with our regional or state regulations, can we extend their contracts ?	We invite you to check this with your legal department to make sure that any applicable public procurement rules are complied with.
102	Can we make a new procedure to appoint FLC or will they be automatically confirmed ?	You have to make sure that you have a FLC appointed to certify your 5th call expenditure. In case your project is already closed, we invite you to check how to proceed with your legal department.

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103	Is it possible to audit our partner progress report before the FLC approve it? Is audit cost eligible?	We confirm that audit costs are eligible. Lead Partners have the possibility to screen the expenditure of their partners before they are sent to FLC (through the export function on iOLF).