



**Estonian EU
External border programme**

5th Call for Proposals Eligibility requirements

11 October 2022
Zoom webinar



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Eligibility requirements

- Only eligible costs shall be taken into account **for the establishing the draft project budget**
- ☐ Staff costs;
☐ Travel and accommodation costs;
☐ External expertise and services;
☐ Equipment



Associates can be involved:

- if they play a real role in the project (bring expertise, knowledge, etc.);
- daily allowances, accommodation, and travel costs has to be inserted into partners budgets



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Eligibility requirements

- **Staff costs**
 - ✓ they relate to the costs of activities which the partners would not carry out if the project was not undertaken;
 - ✓ they must not exceed those normally borne by the partners unless it is demonstrated that this is essential to carry out the project;
 - ✓ they relate to **actual gross salaries** including social security charges and other remuneration-related costs



Eligibility requirements



- **Travel and accommodation**

- ✓ Travel and subsistence costs of staff and other persons taking part in the project are eligible, provided that they will not exceed costs normally paid by the partner

- **External expertise and services**

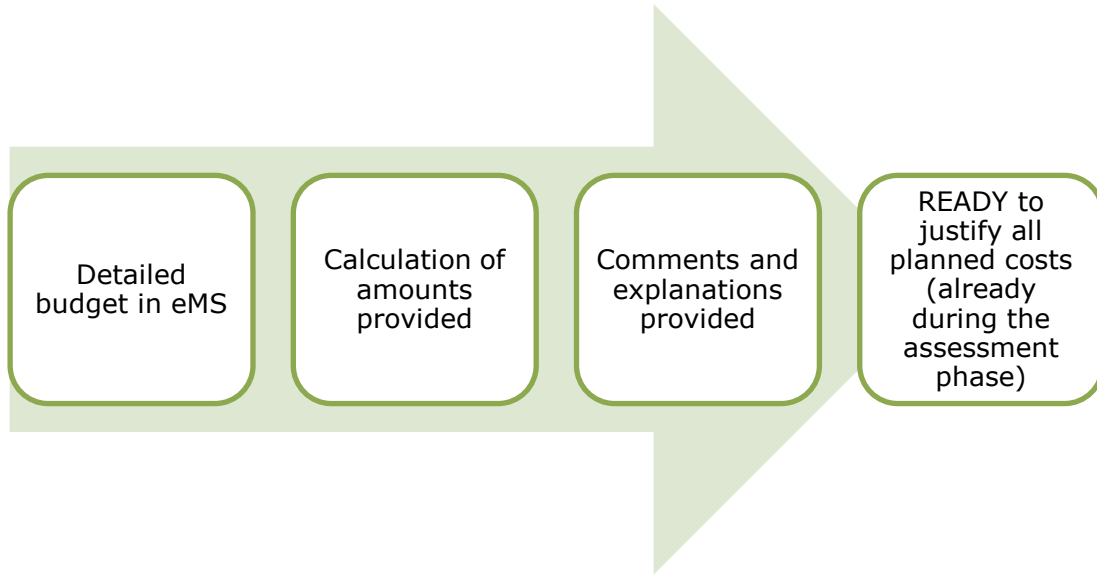
- ✓ Eligible in case they are entailed by contracts awarded by the partners for the purposes of the project and derive directly from requirements imposed by the Implementing Rules and the project (information and visibility operations, evaluations, etc.)

- **Equipment**

- ✓ Purchase or rental costs for equipment (new or used) and supplies specifically for the purpose of the project are eligible, provided they correspond to market prices



Establishing the draft budget



- pay rolls from previous years;
- market research and/or price comparison for each budget line equal from EUR 3000 and up to EUR 4999,99;
- price offers made/received for each budget line equal to EUR 5000 and more;
- other requested documents.



Establishing the draft budget



Budget For Partner 1 - EE partner (LP)

Insert all costs under Core activities (T) Wp-s. Office & admin and Investment costs are not eligible in this call!

Budgetline	Subbudgetline	Wp M - Management	Wp T1 - Capitalization	Wp T2 - Capitalization2	Sum
Staff costs	Manager / Staff costs	€ 0,00	€ 6 000,00	€ 6 000,00	€ 12 000,00
	Sum	€ 0,00	€ 6 000,00	€ 6 000,00	€ 12 000,00
Office and administration	Office and administration	€ 0,00	€ 0,00	€ 0,00	€ 0,00
	Sum	€ 0,00	€ 0,00	€ 0,00	€ 0,00
Travel and accommodation	Travel and accommodation	€ 0,00	€ 2 000,00	€ 0,00	€ 2 000,00
	Sum	€ 0,00	€ 2 000,00	€ 0,00	€ 2 000,00
External expertise and services	Services	€ 0,00	€ 12 000,00	€ 12 000,00	€ 24 000,00
	Sum	€ 0,00	€ 12 000,00	€ 12 000,00	€ 24 000,00
Equipment		€ 0,00	€ 0,00	€ 0,00	€ 0,00
	Sum	€ 0,00	€ 0,00	€ 0,00	€ 0,00
Investment	Investment	€ 0,00	€ 0,00	€ 0,00	€ 0,00
	Sum	€ 0,00	€ 0,00	€ 0,00	€ 0,00
Net Revenue	Net Revenue	€ 0,00	€ 0,00	€ 0,00	€ 0,00
	Sum	€ 0,00	€ 0,00	€ 0,00	€ 0,00
Sum		€ 0,00	€ 20 000,00	€ 18 000,00	€ 38 000,00

!!!Costs under BHs "Investment" and "Office and administration" are not eligible

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	Sum	€ 0,00	€ 0,00	€ 0,00	€ 0,00
Investment		€ 0,00	€ 0,00	€ 0,00	€ 0,00
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- ✓ Each output is listed under separate Core activity Work package;
- ✓ Each output/core activity work package shall have a detailed draft budget;
- ✓ Costs for management activities are to be planned and distributed between all Core activity work packages.



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Draft budget → Lump sum



(1) Supported projects start pre-contracting negotiations with JTS/MA

(2) During negotiations detailed budget in eMS converted into LUMP SUM (per output for approved projects) / time to justify all the costs

(3) Project financed based on a lump sum(s) per output (s)



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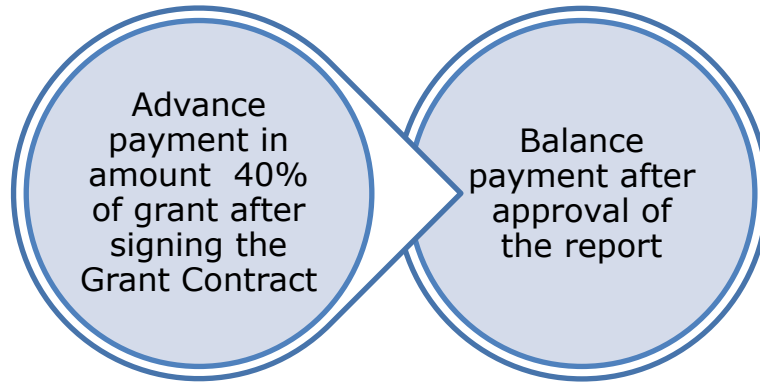
Ground for payment

- NO checking of financial documents, **only achievement of Project outputs;**
- If planned outputs are not achieved in full, **part (or whole) grant will be suspended**



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Ground for payment



-Payment will be made in full if **the planned outputs are achieved in a full** scope.

!!! NO partly delivery of outputs is allowed

-If planned output will not be achieved in full, the costs of not achieved output **become ineligible** and grant will be suspended

-If none of outputs is achieved **the recovery procedure will take place**



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THANK YOU!



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