



**Date : 8/07/2010 (version 4)**

**Answers to requests for clarifications**

**Call for proposals**

**ACTION N°: ENT/TOU/10/611**

**TITLE: PROMOTION OF CYCLING TOURISM IN THE EUROPEAN UNION  
AS MEANS OF SUSTAINABLE TOURISM DEVELOPMENT**

<b><u>Question 1</u></b>	Concerning the Type A): Proposal for the European wide management and further development of the European cycle route network, is there a minimum of partners that a consortium should be constitute of? For Type B): Proposal for the elaboration of a trans-national action plan (feasibility study) for the development and promotion of either the St James Way as EV route no. 3 or the Iron Curtain Trail as EV route no. 13, the minimum is three partners covering at least three European countries.
<b><u>Answer 1</u></b>	For projects submitted under type A) there is no specific minimum requirement of partners as set for type B) actions. Nevertheless, 5.2 Legal status eligibility says, that "Applicants should act in consortium with partner organizations". This criteria needs to be fulfilled. Please be also advised that, the composition of such a partnership will be relevant for the evaluation. As a matter of fact, in the Evaluation Criteria (Annex 3), it will be taken into account how clearly defined and strategically chosen project partners are.
<b><u>Question 2</u></b>	The call has two alternatives (or proposed actions). Regarding Portuguese partners I think that we can only apply to the Type A (Proposal for the European wide management and further development of the European cycle route network). However I am not sure whether this is only for existing Eurovelo routes or if we can organize a proposal for the management of a new Eurovelo route.
<b><u>Answer 2</u></b>	As Portugal is one of 27 MS, Portuguese partners can apply to Types A) and B). Project proposals submitted under type A) should cover and be able to be applied to the existing European cycle route network and its future development, as much as possible.
<b><u>Question 3</u></b>	I have recently seen a news article about an initiative to promote cycle tourism in rural areas of the UK and was wondering if it would be possible to speak with somebody to see how funding is being applied and what the criteria are. Will there be a body set up in the UK to respond to enquiries such as ours?
<b><u>Answer 3</u></b>	We kindly ask you to first consult with your regional and/or national cycling organisations in charge of developing cycling routes. As for the UK this contact point could be: Sustrans, BS1 5DD Bristol, <a href="http://www.sustrans.org.uk">www.sustrans.org.uk</a>

<b><u>Question 4</u></b>	Could you provide us with a translation of the documents related to this call ?
<b><u>Answer 4</u></b>	We regret to inform you that the documents are only available in English for the moment and that it is impossible at this stage to provide translations without delaying the entire procedure.
<b><u>Question 5</u></b>	<p>According to the Guide for Submission the Eligible Direct Costs are:</p> <ul style="list-style-type: none"> <li>• The cost of the beneficiary's / ies' own staff.</li> <li>• Travel and subsistence expenses</li> <li>• Equipment</li> <li>• Consumables</li> <li>• Other costs</li> <li>• Services subcontracted</li> </ul> <p>Are there any limits in any category of the above eligible costs?</p>
<b><u>Answer 5</u></b>	<p>Yes, the maximum EU co-financing rate of the total eligible costs is 75% and the maximum EU co-financing ceiling per projects is 120.000,00 € The subdivision in the cost categories is up to the beneficiary. For your complete information, please refer to Section 4, EU Financing, at page 9 of the "Call text" document at the following link :  <a href="http://ec.europa.eu/enterprise/newsroom/cf/itemshortdetail.cfm?item_id=4373&amp;lang=en&amp;tpa_id=136">http://ec.europa.eu/enterprise/newsroom/cf/itemshortdetail.cfm?item_id=4373&amp;lang=en&amp;tpa_id=136</a></p> <p>Indirect costs are eligible for flat-rate funding of 7 % of the total direct eligible costs , subject to the conditions laid down in Article II.14.3. Please refer to the "draft grant agreement" document, Section I – SPECIAL CONDITIONS, Article I.4.2 at page 5. Further information is also provided in VI Section D, paragraph VI.5 at page 18 of the "Submission Guide" document at the following link : <a href="http://ec.europa.eu/enterprise/contracts-grants/calls-for-proposals/">http://ec.europa.eu/enterprise/contracts-grants/calls-for-proposals/</a> (don't forget to scroll down).</p> <p>You will find the specific eligibility conditions for each cost category, in Section II – General conditions, PART B-FINANCIAL PROVISIONS, Article II.14 starting at page 17 of the "draft grant agreement" document which you can download at the following link :  <a href="http://ec.europa.eu/enterprise/newsroom/cf/itemshortdetail.cfm?item_id=4373&amp;lang=en&amp;tpa_id=136">http://ec.europa.eu/enterprise/newsroom/cf/itemshortdetail.cfm?item_id=4373&amp;lang=en&amp;tpa_id=136</a></p> <p>Further information is also provided in the "Submission Guide" document at the following link : <a href="http://ec.europa.eu/enterprise/contracts-grants/calls-for-proposals/">http://ec.europa.eu/enterprise/contracts-grants/calls-for-proposals/</a> (don't forget to scroll down).  Please refer to VI, Section D starting at page 16 and especially to points VI 8 to VI 14 (from page 20 to page 31).</p>
<b><u>Question 6</u></b>	Is there a proposal concerning an <b>automated bike sharing system</b> , which will be submitted by a number of municipalities allocated along a EV route, eligible for funding in this Call?
<b><u>Answer 6</u></b>	Proposals for bike sharing system are not eligible as they don't correspond

	to the objectives of the call.
<b><u>Question 7</u></b>	Can a private SME company participate as a partner in this call, or only as a subcontractor?
<b><u>Answer 7</u></b>	<p>Private SME companies cannot participate as a partner in this call. Please refer to the "Call text" document, Section 5.2, Legal Status Eligibility, at page 11.</p> <p>As mentioned at page 9 of the "Call text", only a limited part of the project may be subcontracted, up to 50% of the eligible costs. However, <b>only tasks that are not core business can be sub-contracted to consultants.</b></p> <p>For your complete information on subcontracting conditions, please refer to Section VI.14 at page 29 of the Submission Guide at the following link : <a href="http://ec.europa.eu/enterprise/contracts-grants/calls-for-proposals/">http://ec.europa.eu/enterprise/contracts-grants/calls-for-proposals/</a> (don't forget to scroll down).</p>
<b><u>Question 8</u></b>	<p>We wish to ask you further information about the kind of tasks which can be potentially included in the proposal (in essence, we refer to "Type A"). Could you please provide us with some more detailed information about this matter, including the type of interventions which can be considered eligible for financing?</p> <p>In particular, we would like to know whether financing may cover actions related to the creation of new infrastructure (creation of new cycle lanes, bike stalls etc.), as this is what we lack most at the moment and what we primarily need to develop.</p>
<b><u>Answer 8</u></b>	<p>Project proposals submitted under type "A" should have a trans-national, cross-border or even European dimension, as they must cover and be applied to the <b>management of the whole existing European cycle route network</b>. As specified on page 5 of the call, this network currently exists of 12 European long-distance cycle routes and any proposal under type A) must cover the whole network of routes (not only a single country). Please refer to the "Call text" at page 6, Type A), where you can find examples of tasks to be included.</p> <p>Concerning your request for financing of new cycling infrastructure, we have to inform you, that this is not an action foreseen under this call as this goes beyond the elaboration of management or action plans.</p>
<b><u>Question 9</u></b>	We would greatly appreciate your forwarding us the submission set and all necessary forms and annexes for this call for proposals.
<b><u>Answer 9</u></b>	<p>You will find all the necessary documents at the following links :</p> <p>1) Call test, Draft Grant agreement, updated questions and answers table, Annexes and any downloadable documents to complete your proposal (for this link you have to scroll down to see the full set of documents)  <a href="http://ec.europa.eu/enterprise/newsroom/cf/itemshortdetail.cfm?item_id=4373&amp;lang=en&amp;tpa_id=136">http://ec.europa.eu/enterprise/newsroom/cf/itemshortdetail.cfm?item_id=4373&amp;lang=en&amp;tpa_id=136</a></p> <p>2) Submission set, Guide for Submission, Financial statements, Budgetary Forms, ...(You have to scroll down to see to full set of documents)</p>

	<a href="http://ec.europa.eu/enterprise/contracts-grants/calls-for-proposals/">http://ec.europa.eu/enterprise/contracts-grants/calls-for-proposals/</a>
<b><u>Question 10</u></b>	I understand that concerning type A, there is no particular requirement of organizational types and countries. Therefore, a project based in a specific country could include only NGOs from this country dealing with cyclo-tourism?
<b><u>Answer 10</u></b>	<p>For projects submitted under type A) there is no specific minimum requirement of partners as set for type B) actions. Nevertheless, 5.2 Legal status eligibility says that "Applicants should act in consortium with partner organizations". This criterion is fulfilled as from <b>a minimum of two partners</b>. The consortium may be already existing or created to apply to the call.</p> <p>Moreover, also project proposals submitted under type "A" should have a trans-national, cross-border or even European dimension, as they must cover and be applied to the <b>management of the whole existing European cycle route network</b>. As specified on page 5 of the call, this network currently exists of 12 European long-distance cycle routes and any proposal under type A) must cover the whole network of routes and not only a specific country.</p>
<b><u>Question 11</u></b>	Are project proposals dedicated to new cycle routes in a single country eligible ?
<b><u>Answer 11</u></b>	<p>Project proposals should cover and be able to be applied to either the whole existing European cycle route network (type A) or one of the two specific EuroVelo routes mentioned under type B : the St. James Way (EV 3) or the Iron Curtain Trail (EV 13). All projects should have a trans-national or cross-border nature.</p> <p>Please also refer to "Answer 8"</p>
<b><u>Question 12</u></b>	If I understood well, non EU partners may participate if they provide the financing of their part. Is it right
<b><u>Answer 12</u></b>	We confirm that the participation of partners outside the EU is allowed but their costs are not eligible.
<b><u>Question 13</u></b>	<p>a) For type A of activities is it possible to participate as a partner for developing the european cycle route that is crossing a specific country ?</p> <p>b) For type A , there is not a requirement for the number of partners and the number of countries represented?</p> <p>c) For type B of activities is it possible to participate in project proposals for both routes?</p>
<b><u>Answer 13</u></b>	<p>a) As specified on page 5 of the call, this network currently exists of 12 European long-distance cycle routes and any proposal under type A) must cover the whole network of routes (not only a single country).</p> <p>b) See "Answer 10"</p> <p>c) It is possible but a separate proposal for each route should be submitted.</p>

<b><u>Question 14</u></b>	We would like to know if you already have a list of organisations looking for partners to present proposals for this grant.
<b><u>Answer 14</u></b>	<p>A list of organisations looking for partners in order to present proposals to the subject call will be published soon and updated on a regular basis, at the following link :</p> <p><a href="http://ec.europa.eu/enterprise/newsroom/cf/itemshortdetail.cfm?item_id=4373&amp;lang=en&amp;tpa_id=136">http://ec.europa.eu/enterprise/newsroom/cf/itemshortdetail.cfm?item_id=4373&amp;lang=en&amp;tpa_id=136</a></p> <p>Please return us the table (which you can find at the above link) duly filled in, if you wish to be included in the list.</p>
<b><u>Question 15</u></b>	Is it possible to be the only one organisation submitting a project proposal for type A or is it mandatory to be part of a consortium?
<b><u>Answer 15</u></b>	<p>It is mandatory to be part of a consortium. This criterion is fulfilled as from <b>a minimum of two partners</b>. The consortium may be already existing or created to apply to the call.</p> <p>Please also refer to "Answer 10".</p>
<b><u>Question 16</u></b>	Can two organizations from the same member state form a consortium ?
<b><u>Answer 16</u></b>	<p>Yes, two organizations from the same member state can form a consortium. However, we would like to emphasize the subject of the objectives of the call and the fact that Evaluation criterion 1 is based on the strategic choice and clear definition of partners.</p> <p>Please also refer to "Answer 8".</p>
<b><u>Question 17</u></b>	<p>How is it possible for a project to cover all 12 Euro Velo routes?</p> <p>We are going to propose tools and methods of management for a part of Euro Velo route.</p> <p>In other words, if projects of type B explicitly request a minimum of 3 partners in the consortium, do type A projects need to have 27 countries (all EU members where the Euro Velo network exists) involved?</p>
<b><u>Answer 17</u></b>	Please refer to answers 8 and 13 to the questions published. Any action proposed under type A) must cover or must be able to be applied to the whole European cycle route network - not covering only a single country or a single route. This does however not necessarily imply to involve 27 countries directly.
<b><u>Question 18</u></b>	The current call is rather focused on the Iron Curtain Trail, and there is not much information about the wished development of the Saint James Trail, that's why I'm asking you for some more details. Is it an intention of the call to prolong the Saint James Trail e.g. towards Central and Eastern Europe? So would be a proposal with Hungarian-Slovakian-Austrian co-operation viable? Or is it rather about the development / promotion of the existing routes, so should the proposal cover or at least be directly linked to the existing trails of Route 3 ?
<b><u>Answer 18</u></b>	<p>It is the intention of this call to support the development of both of the routes - the Iron Curtain Trail as EV13 and the St. James Way as EV3. Of course project proposals should contribute to the development of the route as it has been fixed as EV route and as it figures in the map of the EV routes. For more information please consult the ECF website: <a href="http://www.ecf.com/3195_1">http://www.ecf.com/3195_1</a></p>

<b><u>Question 19</u></b>	If the participation of not EU members should not concur to the eligible costs, is it possible to organize meetings between stakeholders and consider travel and subsistence cost of participants from non-EU countries as eligible?
<b><u>Answer 19</u></b>	We confirm that the participation of partners outside the EU is allowed but their costs are not eligible. This is applicable to all the cost categories, including "Travel and subsistence expenses".
<b><u>Question 20</u></b>	<p>We are preparing a project proposal under Action ENT/TOU/10/611 Type B, where we are the lead EU 27 partner, and we have Another EU 27 partner as well.</p> <p>We would like to know if a non EU organization is an eligible partner fulfilling the requirement for third partner in a Type B project under the Call for proposals referenced above, or should we seek a partner from another EU 27 member state?</p>
<b><u>Answer 20</u></b>	In order to fulfill the geographical eligibility, the third partner should come from one of 27 Member States. However, of course it would be possible to have the non EU 27 organization as another partner. However, the costs arising of the participation of this non EU 27 partner will not be considered as concurring to the eligible costs.