



## Frequently Asked Questions

**Is it possible within the project framework to procure a small greenhouse intended for growing flowers and herbs? This initiative would allow for the inclusion of a larger number of unemployed women, given that women are most commonly involved in this field.**

- **Yes**, it is possible to procure a small greenhouse under the project framework, provided that it aligns with the project's goals and objectives. The inclusion of unemployed women in such an initiative would be in line with empowering the target group, as women are often the primary participants in such activities.

**Is there an option within the project to purchase equipment, specifically machines, cultivators, etc., for individual households?**

- **Yes**, purchasing equipment such as machines and cultivators is allowed. However, the equipment must be used for community purposes. The intention should be to benefit the wider community, not just individual households. Furthermore, the equipment must be financially accounted for and reported within the organization's records, maintaining transparency and proper financial oversight.

**Is it possible for, for example, four different organizations to submit a joint application, where each organization submits its own proposal, but together they form one larger project in which each organization implements a different component of the activities?**

- **No**, joint applications or partnerships between organizations are not allowed under this project. While the idea may seem feasible on paper, such an approach introduces risks in terms of project coordination and security. The project's rules require that each proposal be submitted by a single organization, and all activities must be cohesive and aligned under one applicant organization.

**When procuring equipment for demonstration farms, must the equipment be registered under the organization, or can it be utilized within a household?**

- The equipment should **be procured and registered under the organization**. However, once purchased, the organization can later donate the equipment to a household through a donation order. Despite this, the equipment must be financially accounted for and reported within the organization's records, maintaining transparency and proper financial oversight.

**What happens to the budget if we decide not to buy vehicles?**





- The **40% allocated for vehicle-related expenses in the budget is not mandatory**. **This figure** is indicative and **represents the maximum allowable amount** for such expenditures. You are free to reallocate the remaining budget towards other activities, as long as they align with the project's objectives and guidelines. The funds can be utilized for other project components as needed.

**Are per diems allowed for the individuals involved in the project during field monitoring visits?**

- Yes, they are allocated under the section: **2.1 Local Transportation**.

**Is it possible to pay the salaries of hired personnel (budget group Human Resources) through the entrepreneurial agency of the hired person?**

- **Yes**, it is possible, provided that the payment complies with local tax legislation and labor laws. The agency must issue proper documentation (e.g., invoice) and the arrangement must be financially justified and transparent. Clear records must be maintained for auditing purposes, and the service must reflect actual work performed in line with the project objectives.

**Can the start of implementation be negotiated at a later date, and not immediately after the selection of the grant winner?**

- The start date of implementation is expected to follow shortly after the signing of the grant agreement. However, a short delay may be discussed with the contracting authority if justified (e.g., administrative or logistical reasons). Any changes must be agreed upon and formally approved before implementation begins.

**Is there a limit to the type of equipment that can be purchased?**

- **Yes**, there are limitations. While the purchase of equipment is allowed, it must be **clearly justified** as essential for achieving the objectives of the proposed project. However, the procurement of **office-related equipment** such as **printers, computers, mobile phones**, and similar items is **generally not eligible** unless it is specifically required for the implementation of project activities and properly justified. All equipment must be cost-effective, necessary, and in full compliance with the project's financial guidelines.





**Can an activity in the project be a study visit? If possible, can it also be in other countries of the Western Balkans (e.g., an organization from Serbia to organize a study visit to Montenegro)?**

- **Yes**, study visits are eligible activities, as long as they contribute to the objectives of the project and are well-justified in the application. Study visits can take place in other Western Balkan countries. Cross-border learning and exchange of good practices are encouraged, especially if they strengthen regional cooperation and capacity building.

**Can an association purchase equipment that exceeds the maximum value allowed by this Call for Proposals, and report only the portion of the cost that is covered (e.g., up to 40% of the total project value) to the granting authority?**

- **Yes**, this is possible. An association may purchase equipment at a higher value than the ceiling defined in the call (e.g., the 40% limit for equipment), as long as **only the eligible portion**—in this case, up to 40% of the total project budget—is reported to and reimbursed by the granting authority. The remaining cost must be covered by the association from its own resources. This procedure must be clearly documented, and the full cost of the equipment should be presented with supporting invoices and a breakdown showing the co-financed amount.

**If an organization is currently implementing another project, is it allowed to use the €5,000 grant from this Call as co-financing to support the implementation of that ongoing project?**

- There are no limits regarding co-financing. However, it is essential that **expenses are clearly separated and documented** in such a way as to **avoid any form of double funding** for the same activities or budget lines.  
Additionally, the **objectives and results to be achieved with the support of this Call** must be **clearly defined**, in order to ensure that the impact of the funding is **measurable and traceable**.

