

## BESTbelt: Call for proposals 2022 Frequently Asked Questions (FAQs)

Applicants are invited to first refer to the BESTbelt Operational Manual and related documents published on the [BESTbelt website](#). In case of remaining questions, a list of frequently asked questions - and answers - classified by themes can be found below. Requests for additional clarifications sent no later than 10 working days before the closure of the call (01 April 2022), which are likely to be relevant to all applicants, can also be found in this regularly updated document.

Applicants' eligibility	
<b>Question:</b>	Who is eligible to apply for the BESTbelt project?
<b>Answer:</b>	Lead and co-applicants have to be registered as a private or public legal entity in one of the countries along the European Green Belt (EGB). They have to be directly responsible for the preparation and implementation of the grant project and have a bank account in the name of the organisation. For more details please see the Operational Manual.
<b>Question:</b>	Is there a maximum number of co-applicants?
<b>Answer:</b>	No, there is no maximum number of co-applicants. However, please bear in mind the feasibility of your project and its coordination. Numerous co-applicants could add an administrative layer and complexity to the management of your project.
<b>Question:</b>	Are universities eligible to apply?
<b>Answer:</b>	Universities are eligible provided they meet the "Eligible Activities" defined in the Operational Manual.
<b>Question:</b>	Which activities are eligible?
<b>Answer:</b>	Eligible activities must contribute to the BESTbelt objectives, be located in one or more areas of the <a href="#">indicative spatial reference area</a> of the EGB (or provide a written statement), comply with the EGB Vision, contribute to tangible and measurable impacts, encourage a partnership-based approach with local stakeholders, guarantee open access to data and results and not be fundamental research projects. For specific details please see the Operational Manual.

Costs and budget	
<b>Question:</b>	How should the budget be presented if the project involves co-applicants?
<b>Answer:</b>	Preselected applicants will need to present separately the costs of each organisation involved through different budget lines at the full proposal stage
<b>Question:</b>	How to design the budget? Is it necessary to request the maximum amount allowed?
<b>Answer:</b>	The total amount of the grant must be spent during the implementation period of the project. The amount should be consistent with the proposed activities and workplan. It is important to be realistic as to what can be achieved and spent during the project. It may therefore not be necessary to request the maximum amount allowed.
<b>Question:</b>	Is there a maximum amount allowed on subcontracting?
<b>Answer:</b>	There is no maximum percentage regarding the share of the budget allocated to subcontracting. However, only activities, which are not essential to the project can be subcontracted. In all cases, subcontracting must be duly justified and be in line with the BESTbelt procurement rules.
<b>Question:</b>	What are the procurement rules applicable?
<b>Answer:</b>	National and/or public sector procurement rules and regulations must be followed. Furthermore, applicants have to reconcile any purchases of goods or services with Grant funds with the BESTbelt Procurement Policy. Purchases with a total contractual value of less than EUR 5,000 (excluding VAT) may be made through "single sourcing", otherwise it must be based on written quotations received from <u>at least three</u> potential suppliers.
<b>Question:</b>	Are the costs incurred during the preparation of the proposal eligible?
<b>Answer:</b>	No, only the costs incurred during the implementation of the project are eligible costs.
<b>Question:</b>	How to include import taxes?
<b>Answer:</b>	Import taxes are considered as part of the cost of purchasing items and thus should be included within the cost budgeted for the item itself.

Additional information	
<b>Question:</b>	Whom to contact in case of questions?
<b>Answer:</b>	Please contact the BESTbelt Office via email: <a href="mailto:bestbelt@europiangreenbelt.org">bestbelt@europiangreenbelt.org</a>