

## QUESTIONS AND ANSWERS

### EU for Economic Development – Tourism-led, Local, Economic Development, with a focus on Cultural Heritage

#### “Open Call for Proposals” - SMALL GRANTS

Ref: 220/420-271

Open until 23<sup>rd</sup> August 2025

#### **Important Notes:**

*Some questions may have been adjusted for clarity or privacy protection.*

*Where the same question is repeated, the organizers may refer to an answer previously prepared and published, without repeating the answer.*

*Q&A is in chronological order, scroll down for latest questions and answers.*

*This is the cumulative Q&A for Organizations/ non-profit-making/local businesses only – any questions regarding the Calls for individuals will be disregarded.*

Published on: 23.07.2025

#### Question 1

**Q:** What are the main activities that have or are being implemented in the area as part of the project of intervention, in order to avoid any overlap with our ideas for participation in the grant call?

**A:** The project is implementing the current activities:

- The design of a new multifunctional centre with a number of services including info point and community space
- Conservation plan of the cultural property of the park.
- Tourism Branding Strategy (identify the Mallakastër brand and its strategies for tourism development).
- A Flagship Event (build an event that could become a recurrent promotional opportunity for the Mallakastër territory, run by local authorities)
- Premises for the creation of a LAG/GVV-like group (roundtables as entry point to create a working group willing to engage with the process)
- Courses on tourism-related activities (course for 15 local tourist guides)
- Digital MAP for local attractions (launch a new app/web map for Mallakastër where local community can insert directly their attractions).
- A wide national visibility campaign through a local communication company.

#### Question 2

**Q:** Is there any database or list of relevant non-governmental organizations, public sector operators, local authorities, or micro enterprises operating in the area?

**A:** The contact person for matters related to projects and cooperation with donors at the Municipality of Mallakastër is:

Ms. Mirjeta Shehaj

European Integration Unit

Email: [mishehaj@bashkiamallakaster.gov.al](mailto:mishehaj@bashkiamallakaster.gov.al)

For any information, assistance, or cooperation regarding project applications, partnerships, or funding opportunities, please contact the above-mentioned address.



#### Question 3

**Q:** Is there an opportunity for collaboration with archaeologists familiar with the Bylis area, to ensure that interventions align with the established typologies and the regulations of the Institute of Monuments? This would help us avoid mistakes and ensure that the project complies with cultural heritage requirements.

**A:** Archaeologists may be part of the team applying for the grant. You can get in touch with the archaeologists working in the area by contacting the Institute of Archaeology at the following address: Sheshi Nënë Tereza, Tirana.

#### Question 4

**Q:** We would like to know whether university departments or centers can apply directly to this project, or if it is necessary to cooperate with other partners.

**A:** In response to your question, we confirm that, according to the guidelines set out in the open call, all non-profit organizations (NGOs) registered under national legislation before January 2025 are eligible to apply under this call.

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**Published on: 04.08.2025**

#### Question 5

**Q:** Can we apply as a single applicant or having a co-applicant (1 or 2) is a must?

**A:** No, applying as a single applicant is not allowed — having at least one co-applicant is mandatory.

#### Question 6

**Q:** In case co-applicant is a must, may co-applicant be a business legally registered as a small business, Legal Person (Person Fizik), or is it possible to be a new entrepreneur not yet registered?

**A:** The co-applicant must be a legally registered entity. It is not possible for a new entrepreneur who is not yet registered to apply as a co-applicant.

#### Question 7

**Q:** Is it a must that a co-applicant should be registered in Mallakastra only or it can be registered also in another city/region aiming knowledge and know-how transfer to Mallakastra for new skills and entrepreneurship as practice sharing?

**A:** The co-applicant must be registered in Mallakastra.

#### Question 8

**Q:** May the co-applicant be legally registered within 2025? Before 2025 is required only for lead applicant as per guidelines?

**A:** The co-applicant may be legally registered within 2025.

Only the lead applicant is required to be registered before January 1st, 2025, as specified in the guidelines.

#### Question 9

**Q:** Are there any instructions about financial and management of the project among lead applicant and co-applicant? An MoU between partners is required with the application? In case of successfully selected, is it allowed to transfer funds from lead applicant to co-applicant?

**A:** Co-applicants participate in designing and implementing the action, and the costs they incur are eligible in the same way as those incurred by the lead applicant. Co-applicants must sign the mandate in Part B, Section 4 of the grant application form. If awarded the grant contract, the co-applicant(s) (if any) will become beneficiary(ies) in the action (together with the coordinator). If the project is successfully selected, it is allowed to transfer funds from the lead applicant to the co-applicant, in line with the pre-agreed roles and responsibilities.

#### Question 10

**Q:** Is VAT accepted as cost in the project? If not, are there any instructions about how to manage it given the nature of partnership between NGO (Non-VAT subject) and business (VAT subject)?



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**A:** NO, VAT is not accepted as an eligible cost in the project, as this is an IPA II project. VAT must be reimbursed in accordance with the rules and regulations of the Albanian General Directorate of Taxes.

#### Question 11

**Q:** Is the co-financing 10% - 20% a must? What does it mean in-kind? Can for example premises, working equipment as laptop, video projector of organization, % of HR, monitoring expertise be considered in-kind?

**A:** The co-financing of 10%–20% is mandatory. Yes, in-kind contributions are accepted and may include, for example, the use of premises, working equipment such as laptops or video projectors, a percentage of human resources, and monitoring expertise provided by the organization.

#### Question 12

**Q:** What is the percentage of HR and administrative costs versus the total costs?

**A:** There is no fixed percentage set for HR and administrative costs versus the total project costs. However, the project will be evaluated based on cost-benefit principles, so these costs should be reasonable and well-justified in relation to the proposed activities and expected results.

#### Question 13

**Q:** Target groups are women and youth. Is there any range in numbers of beneficiaries that are required by proposed interventions?

**A:** No, there is no specific range in the number of beneficiaries required for the proposed interventions targeting women and youth.

#### Question 14

**Q:** Can activities be conducted in Mallakastra city combined with Bylis and surroundings as project location?

**A:** Yes, activities can be conducted in Mallakastra city combined with Bylis and its surroundings as the project location.