

# Frequently Asked Questions- FAQ

Guidelines to request grants - 2022 Call for grant requests

## Topics:

- |           |   |          |
|-----------|---|----------|
| <b>1.</b> | <b><i>ELIGIBILITY OF ENTITIES, OPERATIONAL PARTNERS AND OTHER BODIES INVOLVED</i></b> | <b>2</b> |
| <b>2.</b> | <b><i>MAXIMUM AND MINIMUM VALUE OF THE GRANT REQUESTED AND PAID, CO-FUNDING</i></b>   | <b>4</b> |
| <b>3.</b> | <b><i>START OF THE PROJECT AND ELIGIBILITY OF COSTS</i></b>                           | <b>4</b> |

# 1. ELIGIBILITY OF ENTITIES, OPERATIONAL PARTNERS AND OTHER BODIES INVOLVED

1. **Question:** <<Can an organisation be both the lead subject of a project and the operational partner of another?>> [e-mail of 16/11/21 and 30/11/21]

**Answer:** Yes, up to two requests for grant can be submitted as lead subject. It is also possible to participate in other requests for grant as operational partner or other body involved. Please use the model letter of intent available in the annexes to the call.

2. **Question:** *Can* <<RfGs from entities (...) not obliged under current legislation to draw up explanatory notes and/or a management report be admitted?>> [e-mail of 17/11/21]

**Answer:** As indicated in note 2, page 10 of the Funding Application Guidelines – Call 2022 : <<in case the Organisation is not required, by the articles of association or by law, to draw up financial statements for its activities, it is essential to submit a management report aimed at highlighting the income and expenditure with reference to the actual data for the financial years 2019 and 2020>>.

3. **Question:** <<When the association was established, we did not register the Articles of Association because it was not necessary, and we asked for a tax code, which we duly obtained (...) To take part in your call, will it be sufficient for us to register our deed of incorporation now?>> [e-mail of 18/11/21]

**Answer:** As described in the Funding Application Guidelines – Call 2022 it is necessary to attach the << Articles of Association of the applicant in the form of an authenticated or registered public deed or private contract and the tax code attribution certificate>>. The request for this document is not to be confused with the recognition of the legal personality of the organisation, which is not required by this Call.

4. **Question:** <<Are the following organisations from the Third Sector admitted to submit an application: social enterprises pursuant to art. 17, par. 3, Leg. decree 112/2017 of Italian Law?>> [e-mail of 23/11/21 and 25/11/21]

**Answer:** The qualification as a social enterprise is not decisive for eligibility in this call. The legal form of the entity is assessed, which means that the following entities may submit RfGs as applicant: the Entities belonging to the Methodist and Waldensian order; Italian or international associations (Associations, Committees, NGOs and non-profit Organisations provided that the requested grant is used for charitable, humanitarian, cultural purposes and not for profit activities) and Italian or international ecumenical organisations.

5. **Question:** <<We participated in the 8 x1000 Call of the Tavola Valdese last year, but our project was excluded due to lacking formal requirements. We would like to present the same project, with the same partners in the same roles (...). Can all of the letters of intent signed by the partners in January 2021 be deemed to be still valid for the new project?>> [e-mail of 26/11/21]

**Answer:** The letters of intent of the operational partners and the other bodies involved must be prepared for the current call. Please use the model letter of intent available in the annexes to the call.

6. **Question:** <<Our association was established in May 2019 and we have already drawn up two financial statements and will approve the 2021 Financial Statements in mid-January. Can the requirements for the three years of establishment be deemed to be met?>> [e-mail of 2/12/21]

**Answer:** As explained in par. 2.1 of the Funding Application Guidelines – Call 2022: <<The lead subject must have been in existence for more than 2 years, i.e. must be able to produce the final financial statements or the 2019 and 2020 financial statements, with explanatory notes and/or management report and related minutes of approval>>.

7. **Question:** <<A non-recognised association, which has existed since January 2018, (...) changes its bylaws in 2020 to become an APS (association for social development and support). Can the association take part in the call?>> [e-mail of 3/12/21]

**Answer:** The non-recognised association set up in 2018 was not dissolved by amending its bylaws and becoming an APS. The amendment to the bylaws only resulted in the transformation from a non-recognised association to an APS. It may participate in the call by enclosing the deed of incorporation of the non-recognised association, the minutes of the meeting that amended the bylaws and the new bylaws with the tax code attribution certificate and the other mandatory documents required.

8. **Question:** <<Our ODV (Voluntary Organisation) registered with the Italian Revenue Agency (...) in February 2019; it operated for that year but the Executive Determination, confirming its registration, arrived in April 2020 (...) Can we take part in the call?>> [e-mail of 5/12/21]

**Answer:** Yes, it is possible to take part in the call. The date of establishment of the organisation rather than the date of registration of the Deed of Incorporation is the determining factor here.

## 2. MAXIMUM AND MINIMUM VALUE OF THE GRANT REQUESTED AND PAID, CO-FUNDING

9. **Question:** <<If we have applied to other (public or private) provider for project funding but have not yet received a reply, would it be appropriate to attach all of the requests for grants made and for which a reply is awaited?>> [e-mail of 03/12/21]

**Answer:** It is not appropriate to attach requests for other contributions on the same project for which the outcome is not yet known.

## 3. START OF THE PROJECT AND ELIGIBILITY OF COSTS

10. **Question:** <<What costs can be charged to general expenses?>> [e-mail of 29/11/21 and 26/11/21]

**Answer:** As indicated in the document Guidelines on Financial Reporting 2021: <<the general expenses refer to indirect costs, i.e. the running costs of the Remittee such as, for example, rent of the premises, utilities, administrative fees, cleaning services. General expenses do not have to be justified in any way, since, if included in the project expenditure plan, they are recognised up to a maximum of 5% of the Otto per Mille funding allocated>>.

11. **Question:** <<Should the approved project (...) have a yearly duration?>> [e-mail of 2/12/21]

**Answer:** The project actions for which the grant is requested must have a maximum duration of 12 months, as indicated in the call.

12. **Question:** <<Do the volunteers involved who are refunded travel expenses have to be formally registered on any list?>> [e-mail of 26/11/21]

**Answer:** The volunteers to whom expenses are refunded do not have to be registered on any list.