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Questions and Answers Regarding the **Application process**	
Q	We understand that English is the preferred language of application. Can we apply in other languages as well?
A	Yes, you can apply in other languages as well. We added application forms in several languages to our webpage (French, German, Greek, Italian, Spanish), however you may also submit your application in any other language of the EU and the CERV-participating countries (Bosnia and Herzegovina, Kosovo, Serbia, Albania, Montenegro, Moldova and Ukraine).
Q	Is the info session being recorded?
A	No. Instead, we will take your questions and add them to the Q&A document so that everybody can read them.
Q	Is there any way for us to know that we are going in the right direction with the application? Can we send to you for an initial review before we submit it?
A	We cannot review or comment draft applications. Having said that, you may ask questions about the eligibility of activities and other general questions in information sessions and also in email (to grants@lesbiangenius.org) prior to July 18, and we will respond. We will also update this Q&A with these questions.
Q	How shall we submit the application?
A	Please send in the application before the deadline of 23:59 CET on July 31st, 2025 through email to the following email address: grants@lesbiangenius.org
Eligibility	
Q	Only EL*C members from the EU are eligible to apply?
A	No. While they are also welcome to apply, eligibility requirements do not include EL*C membership as a criteria. Instead, in order to be eligible, applicants have to be lesbian-led and/or focused civil society organizations (non-profit and non-governmental organizations), registered either in an EU member state or CERV-participating countries, currently Bosnia and Herzegovina, Kosovo, Serbia, Albania, Montenegro, Moldova and Ukraine; and they also need to respect EU values.
Q	We understand that under the project only activities within EU member states or the CERV-participating countries (Bosnia and Herzegovina, Kosovo, Serbia, Albania, Montenegro, Moldova and Ukraine) can be funded. The question is if we can invite participants to conferences or other events from other countries outside these countries? For instance, from other countries in the Western Balkans?

A	The project activities have to serve objectives of actors/ communities within the EU and the CERV participating countries, they have to take place within these countries and the costs also have to be incurred within these countries. While we may ask for exceptions to this rule in well-justified cases, I would suggest that you design the project application with this rule in mind.
Q	Building on the above question, if we have some other funding to cover for the participation of persons from outside the EU and the CERV-participating countries, can we still do a conference for all persons, coming from the two sources?
A	Yes, it is possible to cover the costs from two sources and organize the event this way.
Q	Our organization is not legally registered yet. Is it possible that another, legally registered EL*C full member organization applies on our behalf?
A	Unfortunately, it is not possible, as it is not allowed to use a third party or fiscal sponsor for the application.
Project activities	
Q	Does the project have to be a new project, or can it be the continuation of an earlier project/ activity?
A	It can be, but it does not have to be a completely new project. You may decide to continue an earlier project or activity, as long as it is clear where you start from and what you want to complete/ accomplish with the project.
Q	Can we combine very different activities in the same project application?
A	Yes, you can include very different activities in the same project, as long as they serve the project's objectives.
Q	Is there a maximum on how many activities we should include in the project? Do you have a recommended number of activities?
A	There is neither a maximum, nor a recommended number of activities. In the budget template we included four activities, but you may include less or more, depending on your needs.
Q	How detailed should be our explanation of activities? If there are several very different activities serving the same objective, do we need to explain how those very different activities are contributing to the objective?
A	Brief explanations are sufficient. If you state your objectives clearly and the activities clearly this should suffice.
Q	Let us say that we have some funding to cover the cost of psychological counselling for our community members, but it is not enough for the whole year, maybe just for

	six months. Can we include in the project the cost of the other six months of psychological counselling?
A	Yes.
Q	When providing services to the survivors of gender-based violence, can we use external service providers as well, with whom we have been collaborating already?
A	Yes. What matters is that you are taking full responsibility for the services that your organization is providing whether through staff/ personnel or through external service-providers.
Q	Can we include in the project close collaboration with a women's rights organization which has experience in supporting women victims of gender-based violence?
A	Yes of course. You may collaborate with women's rights organizations or other service providers engaged in supporting victims of gender-based violence. It may make sense to do so, especially if the provider is open to work with you on ensuring that the services meet the specific needs of lesbians.
Q	We would like to set up a new website, and also translate content on the website into other languages. Could this qualify under the objective of raising awareness, raising visibility?
A	Yes.
Q	Do we need to give you an exact timeline of the planned activities? Sometimes it is difficult to foresee, when can we have a specific workshop or other event.
A	No, in the application you do not need to provide the exact time of all activities, but when you fill out the Project Implementation Measurement Matrix, we will ask about the approximate timing of activities.
Q	Are the "Deliverables" we have to list in the Activity Implementation Measurement Matrix for EL*C or for the European Commission?
A	EL*C has its own Deliverables for the European Commission, and your Deliverables are for EL*C. In case your project is approved, we will help you finalise the list of deliverables.
	Costs, budget
Q	Can we include staff costs in the budget?
A	Yes, these should be included under "personnel costs".
Q	Can we include the fee for a speaker - in a training, workshop or conference - under "subcontracting"?
A	Yes.
Q	Can we include core operational costs, such as rent, electricity, maintenance?

A	Yes, you may include such costs as long as these are reasonable and can be related to the activities and objectives. Please see our example for this in the "other costs" section of activity one in the budget example within the application form.
Q	Do we have a better chance for getting the requested funding if we ask for a lower amount, and not the maximum possible budget?
A	No. The requested amount does not influence your chances of getting the funding.
Q	Can we include in the budget buying technical equipment?
A	Only up to the amount of the depreciation cost of the given equipment. Depreciation is regulated by national legislation in every country, please check the relevant rules.
Q	If we buy and use an equipment for several activities, shall we split the costs across all those activities, or can we keep include it under one of the activities?
A	You are welcome to do it either way, as long as it is clear for the reviewers. Perhaps it is easier to include it under one activity, noting that the equipment is also used under other activities.
Q	We are working in partnership with lesbians on other continents. Can we include activities and costs in the project that are incurred by these partners, for instance, for their Zoom subscriptions and for their possible travel costs to Europe?
A	Unfortunately, not. The project activities have to serve the objectives of actors/communities within the EU and the CERV participating countries. Also, they must take place within the European Union and CERV participating countries, and the costs must be incurred within EU member states and CERV participating countries.
Q	Is there any criteria on how much we can include in any of the budget lines, any limitations?
A	It is up to you, how you divide the budget that you apply for. What we will be looking at, is if the budget is in line with the objectives and the activities.
Project implementation, reporting, payment	
Q	Can you tell us about reporting? Is this a lumpsum grant?
A	Yes, these grants will be lumpsum grants. This means that once the budget is approved, you will work with that budget. Having said that, the reporting will not include financial reporting, but it will take place based on the Activity Implementation Measurement Matrix. We will provide all details about reporting at the very beginning of project implementation.
Q	For the matrix do we have to provide exact numbers e.g. on how many workshops, trainings we plan to do and when?

A	Please provide estimates to the best of your knowledge, however you do not need to worry if you cannot be very specific at this early stage. Should the project be approved, we will discuss the Matrix with all grantees and finalize it at that stage.
Q	Do we need to send EL*C our invoices? And in general, what shall we do with the invoices and other project documentation?
A	Invoices should be kept for three years after the end of the project. The three years of record keeping is requested by the European Union. Should there be an audit for the project, you/ EL*C may be requested to show the invoices. This also goes for other documentation that you may be using for the project. We will require that grantees send us some documentation about activity implementation, and we will also share with you reporting templates at the start of project implementation.