

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 three CERV-participating countries (Bosnia and Herzegovina, Kosovo and Serbia).
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	Can you share the presentation (that you showed in the info session) online?
A	There is nothing confidential in the presentation as it summarizes key points from the Call for Proposals, however, we would prefer not to share it as it may create confusion if some people believe it contains new information. For instance, the presentation lists exactly the same eligible activities that the call for proposal also lists, however for someone thinking that the presentation is new, it will take 15 minutes to double-check if the activities are the same in the two documents.
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 May 23-rd, 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 on June 22-nd through email to the following email address: grants@lesbiangenius.org
Eligibility	
Q	Does the project have to be a new project, or can it be the continuation of an earlier project/ activity?
A	It does not have to be a completely new project. You may decide to continue an earlier project or activity, but it has to have a clear start and end, like any other project.
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 LGBTIQ-led and/or focused civil society organizations (non-profit and non-governmental organizations), registered either in an EU member state or in Bosnia and Herzegovina, Kosovo or Serbia; and they also need to respect EU values.
Q	We understand that under the project only activities within EU member states or the three CERV-participating countries (Bosnia and Herzegovina, Kosovo and Serbia) 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 3 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 3 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.
Project activities	
Q	In the application form there are two footnotes specifying the objectives and the activities that can be included in the project. Do we need to use these very expressions, or can we use our own words when describing objectives and activities?
A	It would be very helpful if you could use the objectives and activities included in those footnotes, as this would help the reviewers identify if your planned objectives and activities can be funded under this call for proposals. Having said that, if you prefer to use your own words, we will do our best in deciding if these are aligned with the listed objectives and activities.
Q	Among the activities, would qualitative research focusing on understanding the needs of LGBTIQ women and non-binary persons who have experienced gender-based violence, as well as a communications campaign focusing on disseminating the results of the research, be eligible? Would these activities contribute to objective 1?

A	Yes, both activities are among the list of activities that can be included in a potential project. Yes, the above-mentioned activities would be seen as contributing to objective 1. (To understand and meet the specific needs of LGBTIQ women and non-binary persons who are victims of gender-based violence (GBV) and provide tailor-made support for them.)
Q	Can we combine very different activities in the same project application? For instance, we may want to do some workshops for members of our community. At the same time, we also want to focus on our own NGO, that is, we would like to reorganize internally and also want to do some training sessions and meetings for our staff. Could all of these be included in the same project?
A	Yes, you can include very different activities in the same project, as long as they serve the project's objectives. In the above-mentioned example, you may want to suggest an activity focusing on community building – and it may include one or more workshops depending on your objectives. You may add another activity that focuses on organizational development, here you could include rethinking your NGO's structure or processes on your own or with the help of a consultant. Lastly, you may include a third activity focusing on professional development for your staff where you can provide training, coaching or other forms of skill-building, for instance.
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	Can we focus in the project on providing services and support for lesbian refugees experiencing gender-based violence, including also accommodation/ room for homeless lesbian refugees (having experienced gender-based violence)?

A	Yes, you may decide to focus on specific lesbian*/ LBTIQ communities, for instance in this case lesbian refugees experiencing gender-based violence. And yes, you may decide to include in the project provision of various services responding to the needs of lesbians* / LBTIQ women and non-binary persons experiencing gender-based violence, including also the provision of accommodation and shelter.
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 LBTIQ women and non-binary persons.
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.
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	We are thinking about including the cost of temporary shelter for victims of GBV as we want to provide accommodation and safety for LBTIQ women and non-binary persons. Can we include the rent cost of a shelter for three months in the budget?
A	Yes. You may decide to offer accommodation, shelter for victims of GBV and include the cost of this in the budget. About the rent you would need to have an invoice or some other official document, but this goes for all other costs as well.

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	Do I understand it correctly that if we apply for 30,000 EUR this year and get the funding, we can apply also in the 2025 for another 30,000 EUR?
A	Yes, this is correct. The cumulative grant amount over the two years may not exceed 60,000 EUR, but requesting 30,000 in both years would be possible.
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.
Project implementation, reporting, payment	
Q	How will reporting look like?
A	We will have an interim report at halftime of the project as well as final reporting will take place after the end of the grant period: you will have 30 days to send us the final report. The reporting template is simple, we will discuss it in the orientation session that EL*C will organize at the start of the grant period.
Q	So, prior to the interim report we will not be in touch?
A	In addition to the above-mentioned formal reporting, during the project implementation we will be in touch with you on a regular basis including calls or even potentially visits in order to provide support or assistance as needed. You may reach out to us any time during the grant period, and we will also contact you. In addition, we will also organize capacity-building activities thus we will be in touch on a regular basis.
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. This also goes for other documentation that you may be using for the project. At the start of the project period we will organize an orientation session about the details of financing that the projects will follow.
Q	How do we prove that we undertook the project activities?
A	We will mainly rely on your reports, in which you will tell us about the detailed implementation of the project activities. In addition, we will request that you document the various project activities. We will provide more details about this as well as about reporting once the grants are approved.



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