



REPUBLIKA E SHQIPËRISË
MINISTRY OF FINANCE AND ECONOMY
GENERAL DIRECTORATE OF FINANCE AND CONTRACTING OF EU FUNDS, WORLD BANK AND
OTHER DONORS FUNDS
DIRECTORATE FOR CONTRACTING AND IMPLEMENTATION OF IPA PROGRAMMES

CLARIFICATION NO.02 TO GUIDELINES FOR GRANT APPLICANTS

Call for Proposals ref.: Europeaid/172781/ID/ACT/AL

Title: “Capacity building for civil servants of the public administration, including trainings/internships in EU Members State administrations and scholarship scheme (“young cells”)”

Q1	Did we understand correctly that the supporting documents (Section 2.4 of Guidelines) do not to be submitted at this point?
A1	Indeed, the supporting documents referred to in Section 2.4 of the guidelines for applicants, are requested to be submitted at a later stage, under Step 3 “ <i>Verification of eligibility of the applicants and affiliated entity(ies)</i> ” as stated: “A lead applicant whose application has been provisionally selected or placed on the reserve list will be informed in writing by the contracting authority. It will be requested to supply the supporting documents in order to allow the contracting authority to verify the eligibility of the lead applicant, (if any) of the co-applicant(s) and (if any) of their affiliated entity(ies)”
Q2	We understand that the EuropeAid offline registration form (Annex F) needs to be submitted as part of the full application. It seems however that the file to the form in the application portal is damaged. We cannot seem to open it. Would it be possible to provide a link to the form?
A2	Please find below the link to access the EuropeAid offline registration form (Annex F): https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?ADSSChck=1645178019402&do=publi.detPUB&searchtype=AS&zgeo=35357&ccnt=7573876&debpub=&orderby=upd&orderbyad=Desc&nbPubliList=15&page=1&aoref=172781 Kindly note that, the file can be opened with FOXIT READER PDF application.