Frequently Asked Questions

Operating grants to Non-Governmental Organisations

Calls for Proposals for **Framework Partnership Agreements** and **Specific Grant Agreements for Operating Grants** to **Non-Governmental Organisations** primarily active in the fields of **environment and/or climate action, including clean energy transition**

LIFE LIFE-2026-NGO-OG-FPA and LIFE-2026-NGO-OG-SGA

(click here for questions and answers on how to use the IT tool for submission)

(last update 28.05.26)

Contents

For guidance on the Model Grant Agreement, please refer to the Annotated Grant Agreement (AGA). The AGA is a user guide that aims to explain to applicants and beneficiaries the EU Model Grant Agreements (General MGA, Lump Sum MGA, Unit MGA, Operating Grants SGA and FPA) for the EU funding programmes 2021-2027.

Questions related to the timeline of the Calls

Q.1 Are the 2026 calls for proposals for framework partnership agreements and specific grant agreements for operating grants to support Non-Governmental Organisations published? When are the deadlines for the submission of proposals?

Yes, the calls for proposals for LIFE framework partnership agreements (LIFE-2026-NGO-OG-FPA) and LIFE specific grant agreements (LIFE-2026-NGO-OG-SGA) for operating grants for non-profit entities were published on 12 May 2026 on the Funding & Tenders portal of the European Commission. The two calls were launched in parallel, and applicants **MUST apply to both the FPA and the SGA calls** if they want to be considered for an operating grant for FY 2027.

The deadline of the call for **framework partnership agreements** (LIFE-2026-NGO-OG-FPA) is on 8 September 2026.

The deadline of the call for **specific grant agreements** (LIFE-2026-NGO-OG-SGA) is on 22 September 2026.

Q.2 Was there an information session on the calls for proposals for operating grants for Non-Governmental Organisations and where can I find relevant information?

Yes, a dedicated information session on LIFE operating grants took place on 21 May 2026. The presentations and recordings can be found on the website Home: EU LIFE Info Days 2026 (tab "Session for Operating Grants for NGOs").

Q.3 What is the timeline for the evaluation and grant agreement signatures?

We will start the evaluation process in September 2026 and aim at notifying the applicants of evaluation results by January 2027, so as to sign the grant agreements by the end of April 2027 at the latest.

Q.4 Since the agreements might not be signed until after the beginning of the beneficiaries' financial year, could the implementation starting date precede the signature of the contract?

Yes, the implementation starting date will be on the first day of the beneficiary's financial year, even if the grant agreement is signed after that day. The operating grants cover the same period as the NGO's financial year.

Q.5 Will there be a call for framework partnership agreements in 2027?

The FPA call is bi-annual, therefore there will be no new FPA call in 2027. There will be a restricted call for annual SGAs in 2027 and it will be addressed only to FPA partners selected under the 2026 call.

Questions related to eligibility

Q.6 If an applicant organisation does not have a formal network of members, but collaborates with partners through memoranda of understanding (MoUs) or other agreements, is it then eligible for the NGO grant?

To be eligible, the applicant must demonstrate a legally constituted network—either as a registered entity (e.g., an association, a federation) or a structured membership-based organisation governed by formal statutes or founding documents.

While MoUs or partnership agreements may evidence cooperation, they do not establish the required permanent, legally binding framework. Without such a structure, the applicant would not satisfy the eligibility criteria for the grant.

Q.7 Does an applicant satisfy the eligibility criterion for the LIFE NGO operating grant by virtue of maintaining physical offices in three separate EU Member States or LIFE-associated countries?

No. The mere presence of offices in three eligible countries is not sufficient to fulfil the requirement. Under the call for proposals, applicants must demonstrate both:

1. A structured organisational presence (e.g., registered branches, affiliated entities, or formalised memberships), and
2. Substantive, ongoing activities across at least three EU Member States or LIFE-associated countries.

The eligibility criterion is not met by administrative presence alone; applicants must provide concrete evidence of cross-border operations, such as projects, membership engagement, advocacy, or other programme-relevant activities in the specified countries. Physical offices may *support* such evidence but do not, in themselves, constitute compliance.

Q.8 What do you mean by "structure and activities covering at least three" EU member States or associated countries?

Applicants will have to demonstrate a structure and activities covering at least three EU Member States or countries associated to the LIFE Programme. To this end, partners and members must be formally established as a legal entity. Partnerships, networks and memberships must be represented by a management board, or any other administrative forum, that is mandated by its members to represent them.

You are required to describe your structure and activities covering at least three countries in the participant information form (a mandatory annex to the framework partnership application form). Statutes and/or activity reports of memberships, partnerships or networks will serve as evidence.

Q.9 In the Application Form Part A (online) a new box asks “In which Member State(s) and/or associated countries will the project be implemented?” If we reach all Member States/associated countries through our communication activities, do we have to list them all?

This box in Part A of the Application Form is indeed new but the information provided there will not be used during the evaluation, nor will it serve to assess the eligibility of the organisation. You can either mention the main countries where you will be active or list all the countries where your activities are implemented or have an outreach.

Q.10 Is an organisation that is part of a network without being its coordinator compliant with the eligibility criteria?

Partnerships, networks and memberships must be represented by a management board or any other administrative forum that is mandated by its members and is responsible for the activities of the network.

Q.11 How can we prove the independence of our NGO?

Applicants are asked to provide official documents, such as the statutes of the organisation, which will be analysed to check its compliance with the eligibility criteria. Other sources may be consulted, such as the NGO's website and activity reports as well as the information provided in the participant’s information form that must be submitted with the framework partnership proposal.

Q.12 Can a non-profit organisation that receives funding from private commercial entities apply for funding?

Yes, it can apply. However to be eligible for LIFE funding, the organisation must demonstrate that it is independent, in particular from government, other public authorities, political parties and commercial interests. The statutes and/or activity reports of memberships, partnerships or networks and other sources may be consulted in order to assess if this criterion is met. Most members of the applicant organisation should be non-profit-making entities and most of the funding should come from non-commercial sources. In case of doubt, additional evidence might be requested during the evaluation process.

Q.13 Are NGOs collecting membership fees from public entities considered "independent"?

To assess the applicant’s independence we will check, among other things, its funding sources. Indeed, if the majority of the applicant's funding comes from public authorities, it can be assessed as not meeting this criterion. However, other information and documentation, such as the composition of the applicant's membership and of its governance structure, will also be considered to assess compliance with this criterion.

Q.14 The members of our network are local municipalities. Are we eligible for a LIFE operating grant?

If your network is composed exclusively of public authorities such as local, regional or national governments, the entity cannot be considered as independent from public authorities and as such it does not comply with the eligibility criterion that requires independence from government and other public authorities, as well as from political parties and commercial interests.

Q.15 The call for proposals mentions that the 'annual activity report of the previous year' should be submitted. Does this imply that the applicant should exist for at least one year?

No. The applicant must submit its latest activity report to allow the assessment of its eligibility. If the applicant is a newly created entity that has less than one year of existence, it is acceptable that the activity report covers less than 12 months. This applies also for an NGO that was created by another existing NGO as a new legal entity.

Q.16 Can I request an assessment of my organisation's eligibility before the call closes?

While we are happy to review any documentation you submit and provide preliminary, non-binding guidance on eligibility, the final determination remains the sole prerogative of the evaluation committee. Any informal advice offered is provided in good faith and without prejudice. It shall not be construed as a formal decision, nor shall it create any rights or expectations of eligibility. CINEA disclaims any liability arising from reliance on such guidance, which is not legally binding and cannot be invoked in any subsequent proceedings or disputes. For a definitive assessment, your application must be formally evaluated by the committee following submission.

Questions related to the FPA and the SGA Application Forms

Q.17 What is the difference between framework partnership agreement (FPA) and specific grant agreement (SGA) and how closely connected should the two proposals be?

The FPA includes a two-year outline of the organisation's work programme (covering the organisation's financial year 2027 and financial year 2028) and provides indicative budget figures, while the SGA focusses on the organisation's work programme for the first year (the organisations' financial year 2027) and includes a detailed budget. The SGA Work Programme must be coherent with the FPA Work Programme.

Q.18 What is preferable, focusing on the priorities of one of the four LIFE sub-programmes (Nature and Biodiversity, Circular Economy and Quality of Life, Climate Change Mitigation and Adaptation, Clean Energy Transition) or covering several?

There is no preference in this regard; what is important is the quality of the proposal, be it focused on one sub-programme or covering several.

The FPA proposal template does require to indicate the approximate shares in percentages of the work programme relating to Environmental policy (including Nature and Biodiversity), Climate Action and Energy, but this is for statistical purpose only.

Q.19 How can I ensure that my proposal is aligned with the Guidance issued by the European Commission on funding for activities related to the development, implementation, monitoring and enforcement of Union legislation and policy?

In order to be aligned with the [Guidance issued by the European Commission] on funding for activities related to the development, implementation, monitoring and enforcement of Union legislation and policy, the work programme as presented in the proposal must not include, as part of the description of activities, specific and detailed activities targeting directly Union institutions, specific staff or members of the institution. Beneficiaries remain fully and solely responsible for their own opinions, views, and actions carried out through their work programme. Applicants are strongly encouraged to closely follow the guidance in the preparation of their proposals, to avoid any delay during subsequent steps of the evaluation and, where relevant, grant agreement preparation processes.

Q.20 Is it possible to organize the Work Packages by theme or type of activity instead of policy areas?

As per the instructions provided in the Application Forms, Work Package (WP) 1 must be dedicated to Organisational Development. We highly recommend organising the other Work Packages by policy area, but if you decide to organise them differently you can do so. You should endeavour to use the same approach between the SGA and the FPA applications.

Q.21 How many Work Packages should the application have as a minimum, and what do you advise having as a maximum?

There is no minimum or maximum number of work packages for an application, it can vary from one applicant to another.

Q.22 Can we include activities that are not linked to the priorities of the LIFE Programme?

Such activities are not relevant to the objectives of the calls, therefore they should not be inserted in the proposals.

Q.23 Is it possible to carry out activities outside the applicant's country?

Yes, but activities planned outside the EU and other eligible countries are only eligible for funding if they provide direct added value in one or more of the EU Member States and other eligible countries for the implementation, updating or development of EU environmental and/or climate legislation (including clean energy transition).

Q.24 How shall we structure the proposal for the SGA?

We strongly advise to follow the same structure as the FPA proposal.

Q.25 When copying WP2 table in order to create additional WPs, can we delete the instructions in all additionally copied WPs?

Please do not remove/delete the instructions, you must keep them in.

Q.26 We would need additional pages to properly fill in the application form (Part B). Would it be possible to get an extension on the number of pages?

In the Funding and Tenders (F&T) Portal, applications must respect the maximum number of pages indicated in the call for proposals. Please note that if you try to upload Part B (as PDF) with a higher number of pages, the system will delete the additional pages. In case it is needed, you can add annexes to your application, but the most relevant information should be found in Part B.

Q.27 In both the FPA (section 3.3) and the SGA (section 2.3) Part B proposal templates, we are asked to describe how the visibility of EU funding will be ensured. Yet, the FPA and SGA Call Documents indicate that specific visibility obligations apply under these calls. What are these obligations and how should we address them when preparing the FPA and SGA proposals?

Please note that, by derogation from Article 17.2 and Annex 5 of the model grant agreement, the following specific visibility obligations apply:

- The European flag and funding statement, the LIFE Programme logo and, where applicable, the Natura 2000 logo must be limited to the beneficiary's main website.
- Their use on any other communication and information material (including electronic media and social media accounts) and on infrastructure, equipment, work vehicles, supplies or major result funded by the grant is subject to prior written approval from the granting authority.

By derogation from Article 17.3, the text of the disclaimer that must be used (on the beneficiary's website and where approved by the granting authority) is:

- "This organisation receives an operating grant from the European Union. Views and opinions expressed are however those of the organisation only and do not necessarily reflect those of the European Union or of the European Climate, Infrastructure and Environment Executive Agency (CINEA). Neither the European Union nor CINEA can be held responsible for them".

When describing how the visibility of EU funding will be ensured under Section 3.3 Part B of the FPA Application Form and Section 2.3 Part B of the SGA Application Form, it is sufficient to indicate that these obligations are understood and will be applied.

Q.28 Do we need to include the logo in every output, hence ask CINEA for each of the materials we developed, including deliverables? Or is it enough to only include the logo and disclaimer on the website?

The LIFE logo, funding statement and disclaimer should be displayed only on the organisation's main website. CINEA's prior written approval for the use of logo in other instances is only necessary if you wish to display them on any other occasion or material. In your application form, you do not need to indicate whether or not you want to request such an approval.

Q.29 Regarding the new EU funding visibility requirements mentioned in the call documents, when do we have to ask for CINEA's written approval on displaying the European flag, LIFE logo and/or Natura 2000 logo on occasions/materials other than on the beneficiary's main website? Is this something we must already indicate in the proposal?

If selected for funding, as a beneficiary of the grant you will have to display the LIFE logo, funding statement and disclaimer only on the organisation's main website. Should you wish to display them anywhere else, you would have to request CINEA's prior written approval *during the implementation period*. In your application form, you do not need to indicate whether or not you want to request such an approval.

Q.30 If our organisation is benefitting from both an operating grant and an action grant, do the activities implemented under the action grant still have to respect the visibility requirements laid out in the action grant agreement?

Yes, only activities implemented under the operating grant are concerned and must abide by the specific EU funding visibility requirements.

Q.31 In the SGA part B proposal template, it is stated: "for each deliverable you will have to indicate a due month by when you commit to upload it in the Portal [...]". Is this also applicable for the operating grants?

In light of the short duration of an operating grant (12 months), you may choose to indicate that all deliverables are due by Month 12. You can also decide to indicate different due dates if you prefer.

Q.32 Is the limit on the number of deliverables (10-15) in the SGA application form strict?

This limit is not strict but we encourage you not to significantly exceed it nor to include too few deliverables. Deliverables included in the SGA application should be carefully chosen to effectively illustrate the work undertaken within the specific work packages.

Q.33 Is the maximum number of deliverables per Work Package or per SGA?

Applicants should include max. 15 deliverables for the *whole SGA* application.

Q.34 In the application form Part B of the SGA, we are requested to provide a list of deliverables associated to each WP and to specify their dissemination level. What is the difference between the given options?

In the portal, the dissemination level of deliverables stems from public (PU) to EU classified. Please note that the dissemination levels [R-UE/EU-R — EU Classified], [C-UE/EU-C — EU Classified], [S-

UE/EU-S — EU Classified] refer to Commission Decision 2015/444 of 13 March 2015 on the security rules for protecting EU classified information. Those dissemination levels should not be used for the LIFE programme.

Deliverables with PUBLIC (PU) dissemination level shall be published on the Funding and Tender Portal.

If your deliverables have some degree of confidentiality, you may want to mark them with dissemination level SENSITIVE (SEN). Those deliverables will not be published.

Q.35 In the SGA application forms, the contract number of the linked FPA is requested. What number should be inserted?

When applying for the FPA, you will get an ID number similar to the following one: SEP-210770000. Of course, the numbers will be different as they are unique to each proposal. Please include the 9 digits of the FPA application (without "SEP") in that field of the SGA application.

Q.36 Do we need to fill in the Milestones section in the SGA Proposal template?

The milestones section does not have to be filled in as it is not mandatory for operating grants. Please just provide deliverables in each WP.

Questions related to Financial and Budgetary Aspects

Q.37 What is the budget for the current period?

The currently available indicative budget is 14.5 M€ for financial year 2027.

Q.38 What are the highest and lowest amounts for grants?

The maximum amount that may be awarded by the EU per year is EUR 700,000 per beneficiary, for a maximum rate of 70% of the total eligible costs. For organisations that have been awarded an operating grant in 2026, the maximum amount is NOT limited to the one requested in the previous financial year. There is no minimum amount.

Q.39 Can members be funded? What about subcontracting for members?

The LIFE operating grant is a mono-beneficiary grant. Only the applicant NGO, if selected, will become the beneficiary of the grant and can claim the costs related to the approved work programme. Therefore, costs incurred by entities affiliated to the NGO or its members are not eligible. If in certain circumstances, the beneficiary NGO is sub-contracting tasks to its member(s) to implement a limited part of its work programme, this would need to be sufficiently justified.

Q.40 Is financial support to third parties allowed? There is a field in the application form part B: Financial support to third parties (if applicable)

No, direct financial support to third parties is not applicable for operating grants, as indicated in the Call section *Eligible activities*. Please leave that section empty.

Q.41 If the NGO is also the beneficiary of an action grant, can it claim overheads for that project?

Where the operating grant covers only part of the usual activity of the beneficiary, indirect costs under the LIFE action grant may be considered eligible if the beneficiary is able to demonstrate clearly that the operating grant does not cover any costs (including overheads) that may be claimed under the action grant. To demonstrate this, the beneficiary must:

a. use analytical cost accounting that allows to separate all costs (including overheads) attributable to the operating grant and the action grant. For that purpose, the beneficiary must use reliable accounting codes and allocation keys to ensure that the allocation of the costs is done in a fair, objective and realistic way.
b. record separately: all costs incurred for the operating grants (i.e., personnel, general running costs and other operating costs linked to the part of its usual annual activities), and all costs incurred for the action grants (including the actual indirect costs linked to the action).

Q.42 Will the percentage of EU funding requested make a difference in the evaluation?

There are two instances where the requested rate of EU funding is taken into account:

a. During the FPA evaluation, criterion 5 on Organisational Development includes an assessment of the extent to which the organisation ensures the diversification of its funding and its sustainability as well as the extent of its dependence on the EU operating grant and how it addresses it.
b. During the SGA evaluation, criterion 3 (Resources) assesses the appropriateness of the budget and resources and their consistency with the work programme;

Q.43 Which types of costs are eligible under LIFE operating grants?

Beneficiaries of operating grants for non-profit entities under the LIFE Programme are authorized the use of flat-rate financing (Decision authorizing the use of flat-rate financial for operating for non-profit entities under the LIFE Programme). They will only have to declare actual personnel costs, not other costs (travel, subcontracting, equipment, rental, etc.). A flat rate of 50% is applied to total eligible direct personnel costs, to cover the other costs incurred by the organisation. Therefore, the total eligible costs can be calculated as 1.50 x the eligible staff costs of each NGO. The beneficiaries have to keep supporting documents for personnel costs only (accounting records regarding staff costs, payslips, timesheets, etc...) during and after the implementation of the SGA.

Q.44 Since the total eligible costs will be calculated as staff cost +50% for other costs, how will the auditing procedure be adapted? What would be the required documents to be maintained for justification of the costs incurred: e.g., timesheets, invoices?

Since reimbursement will be based on actual staff costs, only supporting documents related to these costs should be kept (accounting records regarding staff costs, payslips, timesheets, etc...). The 50% flat rate will cover all other costs (travel, equipment, rental, external assistance, etc.) and no supporting documents are needed for those.

Q.45 Can natural persons "working under direct contract other than employment contract" be hired through (their own) consulting company or are they considered as subcontractors? In fact, very often those consultants who perform tasks equivalent to employees have their own companies for fiscal and legal reasons.

The organisation can employ consultants who have their own "company" (via a specific work contract), however, in order to consider these costs as "personnel", these consultants have to be self--employed and their company be a sole-trader/sole person one (i.e. does not legally separate the natural person from it as S.A. or LTD does for example). In all other cases where a consultants' company has a different form, the costs are for subcontracting (external assistance) and the basic criteria of value for money and absence of conflict of interest should be fulfilled.

Q.46 Could employees employed in another country through an employer of record platform be considered eligible under personnel cost?

Persons employed through other entities (e.g. interim agencies or employer of record companies/platforms) for which the services are invoiced to the beneficiary normally do not fall under the 'personnel cost' category.

Q.47 For A1 estimated costs, should the calculation include only the staff assigned to the project, or should it be assessed at the organisational level, including all employees, even those not involved in the project implementation?

Cost estimation should be as accurate as possible. Only the salary cost of the persons that will work on the project should be used, including, for those that are still to be recruited, the reference salaries that are foreseen for such a function.

Q.48 For a newly created entity that doesn't have past financial figures available, what is needed to assess the financial capacity?

NGOs that do not have past figures (no balance sheet/profit and loss) need to provide the following information (in accordance with the guidance document dealing with the assessment of the financial capacity : https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/guidance/rules-lev-lear-fca_en.pdf):

Newly established enterprises that have not yet closed accounts — Must provide estimated financial data (i.e. a business plan or a similar document including financial projections on current and non-current assets, own capital, current and noncurrent liabilities, turnover, operating and financial income and charges). The financial data must respect either the minimum reporting requirements set out in the national accounting law or to Annexes III, IV, V and VI of EU Directive 2013/34 (for the balance sheet, aggregate information limited to the headings preceded by letters and roman numerals is sufficient).

Additional measures can be taken by the granting authority if the financial capacity is considered as not being satisfactory, as indicated in the call document on p. 17.

Q.49 Is the total amount of flat-rate costs calculated in the final report? Do these costs need to be reported item by item in the final report?

It is calculated for the provisional budget at the time of the grant preparation and calculated for the final payment on the basis of the final approved personnel costs. The costs included in the flat rate do not need to be itemised.

Q.50 In the FPA application form, in the Multi-annual budget estimate, do the financial contributions by third parties include the contributions from private donors (private foundations, individuals, corporates, etc.) for which we don't have signed contracts yet? Can we include contributions that we expect from third parties even if we are not yet 100% sure it will be secured?

Yes, you should include the expected co-funding, even if it is not fully secured yet. This will be corrected within each year's SGA budget.

Q.51 What is the allowed variance between the amounts that we submit in the individual SGAs? To what extent are we tied to the amount we mention in the "requested grant amount"? Is there a maximum variation percentage?

The individual yearly SGA requested funding should be limited to 1/2 of the total FPA requested funding. Deviating significantly from this allocation may result in either insufficient funding for all NGOs or, on the contrary, an excess of the committed funds. While some approximation is unavoidable, we advise careful financial planning to align with the FPA budget. There is no strict maximum variation percentage, but deviations should be justified and kept to a minimum to ensure budget stability.

Q.52 Are we obliged to request the amount of 50% of non-staff costs or could we increase staff costs versus non-staff costs?

No, that is not possible. The flat rate, which will have to cover all the non-staff costs, is calculated as 50% of staff costs for all beneficiaries.

Q.53 How do we report non-staff costs? Do we need to show evidence of the expenses incurred?

You will not have to report on non-staff costs and no evidence other than staff related evidence (e.g., timesheets, payrolls) will be requested.

Q.54 Is there a level of flexibility whereby we can transfer up to 20% between budget categories as had been the case with previous LIFE operating grants?

The logic has changed as there is only one cost category (staff) both at proposal and at report level, therefore there will be no need neither for reporting on other cost categories nor for budget transfers. The final grant will be calculated based on eligible costs, which will be in all cases staff costs + 50% of staff costs. Non-staff costs will not be reported, nor verified.

Q.55 How do we proceed with salary calculation?

Please see below (extract from the model grant agreement):

'LIFE OG NGO personnel costs are eligible if they fulfil the general eligibility conditions and are related to personnel working for the beneficiary under an employment contract (or equivalent appointing act) and assigned to the work programme-related activities. They must be limited to salaries, social security contributions, taxes and other costs linked to the remuneration, if they arise from national law or the employment contract (or equivalent appointing act) and be calculated on the basis of the costs actually incurred, in accordance with the following method: {daily rate for the person multiplied by number of day-equivalents worked on the action (rounded up or down to the nearest half-day)}. The daily rate must be calculated as: {annual personnel costs for the person divided by 215} The number of day-equivalents declared for a person must be identifiable and verifiable. The total number of day-equivalents declared in EU grants, for a person for a year, cannot be higher than 215'.

If a person is not working full time, the 215 days will be calculated pro-rata the work time factor (e.g.: for 50% it will be 107.5 instead of 215). If time is recorded in hours, those should be converted to day equivalents in line with the guidance in the Annotated Grant Agreement.

Q.56 As our organisation is currently using approximately 80% of the Operating Grant to cover staff costs, can personnel costs also be covered by the flat rate? What happens if we do not spend all of the flat rate for other costs?

If your organisation's eligible costs are constituted of staff costs to such a large extent, the flat rate will certainly be to the advantage of the organisation. In fact, eligible costs will be calculated as personnel costs x 1.5. The flat rate will be calculated as 50% of the total personnel costs and will cover all other costs (including rental, travel & subsistence, equipment & depreciation, subcontracting and other direct costs). This flat rate will not be reported nor verified. However, please note that personnel costs will be scrutinized during the evaluation, the monitoring and final report assessment (after each annual SGA) and subject to supporting evidence for payments, such as payrolls and timesheets.

Other Questions

Q.57 Can proposals be submitted in other languages than English?

It is recommended to fill in the technical part of the proposal in English, although proposals may be submitted in any of the official EU languages. Note that the grant agreement, project management files, communication with CINEA and formal reporting will have to be in English.

Q.1 Can the reports from the auditors that must be submitted in the Participant Register for financial capacity assessment be presented in other languages than English?

Yes, all EU languages are accepted, but if English versions are available, please attach them to the application as well. Audit reports can be submitted as certified copies. A translation does not have to be by a certified translator.

Q.58 Is it possible for an NGO to apply for both LIFE NGO operating grant and LIFE action grant?

It is certainly possible for a beneficiary of an NGO operating grant to apply for an action grant. However, please note that if an NGO receives both an operating grant and an action grant they must ensure that the related costs are kept separated, in order to be able to claim overheads under the action grant.

Q.59 How do we deal with activities that overlap with the work programme of an action grant?

Activities cannot be funded twice; therefore, you must ensure that they are planned and declared only once (either in the operating grant or in the action grant agreement and reports).

Q.60 If we are involved in an action grant, should the WPs mention the activities that we will undertake in the framework of the other EU-funded actions? Or should there be a strict separation?

In the work programme for operating grants, you should include only activities that are eligible for operating grants, therefore other activities funded by other grants should not be included. However, if some new eligible activities will build up on a project funded by another programme or strand, the project can be mentioned but a clear separation must be operated, to avoid double funding.

Q.61 As Part C concerns LPIs, could you explain how this will be linked to the reporting?

At application stage: Part C (LIFE Programme Indicators - LPIs) must be filled in by NGO applicants in the F&T portal. For the financed NGOs, in case your proposal is selected: no LPI reporting is needed during the execution of the project nor at final report stage.

Q.62 Do we have to submit staff CVs with our application?

No. CVs will be requested only in case of doubt during the evaluation process.

Q.63 If a project staff member is planned to be recruited, but has not yet been identified at the time of submission, would it be sufficient to describe the expected profile, qualifications, and responsibilities of the position in the proposal?

Yes, a description of the professional competencies and qualifications of key staff must be included in the Participant information form, including for the staff that has not been recruited yet.

Q.64 Are there any examples of previously funded proposals that you could share with us to provide a benchmark?

You can find the lists of organisations that have been selected for funding in the past years by following this link: https://cinea.ec.europa.eu/programmes/life/life-operating-grants_en#how-many-and-what-organisations-are-funded.

Q.65 Would it be acceptable if during the implementation of the work plan, we deviate from the commitment we have made in the document (for example we delay or swap the actions which we were planning to take in the mentioned years? E.g., we complete an action planned for 2028 in 2027 and complete an action for 2027 in 2028)?

There is some flexibility, as long as the actions are completed within the FPA timeframe, but there is no flexibility on the budget (i.e., the budget of each year should be fully spent during that year and can’t be transferred). Therefore, you should aim to plan as realistically as possible and to adjust the SGA plan every year.

Q.65 Should documents such as the NGO’s financial statements and activity reports preferably be translated into English?

This is not absolutely necessary but it helps for the evaluation to also include a translated English version.