

Call for Action Networks

Presentation of the Call for Networks & how to build a strong partnership

Questions & Answers

STRATEGY/ACTION PLAN

- **What is the extend of an "anchor strategy"? Should it be considered as an official document approved at city level?**
- **Have you defined criteria to evaluate whether a strategy or plan is in place? ex. sump, secap? SUD strategy? approved by Town council? output of other EU project... ?**
- **If we have an Integrated Action Plan developed from the previous URBACT call, does it need to be approved and signed also by politicians?**
- **Can a city implement in AN an action included in IAP recently designed participating in an APN?**
- **Sustainable Urban Mobility Plan. Is it accepted as a strategy?**

Each partner needs to have a local strategy/action plan in place, answering local needs and priorities. The document does not need to be approved officially or signed but it has to be drafted, finalised and ready to be implemented at the moment of the application. In the application, each partner should explain when the document was issued, if it has been approved (when relevant according to local legislation), how it answers to local needs and priorities, and how it relates with the proposed action to be implemented within the timeframe of the URBACT Action Network. The documents mentioned in the questions above are thus acceptable as long as they are drafted, finalised and ready for implementation at the moment of the application.

- **Does the city applying need to already have a clear strategy of actions to implement, or is it enough to just have an idea?**

Potential action(s) to be implemented need(s) to be already described in the application, along with an estimated budget. The action(s) mentioned in the application will then be refined during the first stage of the network, after the approval.

- **How similar cities' policy documents should be? Can the project partners implement the same on field action? Can you "mix" the type of actions in your proposal?**

Partners under one network should tackle the same policy challenge. It is possible for the partners to have different scales of documents (strategy vs action plan, for instance) and the scope and depth of the actions to be implemented may vary. In the application, sufficient information should be provided to allow assessors to examine the coherence and relevance of the partnership.

Different types of actions can be implemented and not all partners have to implement the same. If they want, partners can also implement the same actions when relevant, as long as they are tailored to local needs and co-designed/ co-finetuned with the local URBACT Local Group.

- **Do we understand correctly that the outcomes of AN cities' actions need to be channelled back to the policies used as the baseline (or other local policies)? Or this is not a requirement?**

Indeed, the action(s) to be implemented need to contribute and answer to the objectives of the strategy/action plan.

PARTNERSHIP

- **Are you organising match making sessions or do you have an online match making platform?**
- **Where can we find the lead partners looking for countries to join? How can we know which city has interest in mobility or tourism for example?**

We don't organise sessions dedicated to match-making but we have an online matchmaking platform, the [Partner Search Tool](#) where you can share your ideas and browse those of others.

We also invite you to join the info-sessions organised by national URBACT Points (more info available [here](#)) as NUPs can also put you in touch with interesting partners throughout Europe.

- **To verify that the partner is "right" I imagine it is necessary to verify that it has an approved policy tool (strategy, action plan etc.) in order to ensure that the partner is not at the starting block?**

You need to check with your partners whether they have a strategy or plan in place, on the topic to be tackled by the network. The strategy/action plan needs to be in place. This can have several meanings at your local level, and in the application form, you'll need to explain the status of this strategy/plan for your city: for example, if it's a current priority, if it's already being implemented...But you should indeed not start from scratch as the network will focus on implementation.

ELIGIBLE ORGANISATION

- **Can you tell more about what kind of organisation that can apply/sent the application? Should this be a municipality? And can another organisation be the project manager having the responsibility of administration and reporting?**
- **Can a non-profit local agency, closely linked to the municipality and active in urban policy implementation, act as Lead Partner in an URBACT Action Network? We are a world festival association for organising festivals across the world and we are non-city partners. Are we eligible to participate in the call? What public institutions managed at local level be partners, including LPs? E.g. Can it be a museum, national theatre, national gallery?**

Only organisations considered as "city partners" and "non-city partners" are eligible to take part in this call, and only "city partners" can act as Lead Partners. More information is provided in the terms of reference of the call, available [here](#). Organisations under private law are not eligible. In case of doubt whether your organisation falls under the eligible categories, reach out to an@urbact.eu, providing the legal status and/or website of your organisation.

It is possible for municipalities to "delegate" locally the management of the project but there should be a clear agreement or contract in place. Refunds will always be made to the organisation that's officially partner within the network.

- **What is expected from a University as a non-city partner?**
Non-city partners are expected to deliver the same outputs on local level as city partners. In the case of a University, they could, for instance, implement action(s) from a local strategy in place.
- **Can a non-profit organisation be the project leader?**
No, only city partners can be Lead Partners. Also, non-city partners need to be public equivalent bodies in order to be eligible to join an URBACT network (check Terms of reference for more information). Organisations under private law are not eligible.
- **Can a city partner and a non-city partner from the same country be in the same network?**
No, only one partner per country can participate in a network.
- **A lead partner of Transfer Network can be LP for this new call?**
Yes, each call is different. It is possible to be Lead Partner of different types of networks (Action Planning Networks, Innovation Transfer Networks, Transfer Networks, Action Networks). However, under this call, one partner can only be Lead Partner of one network.

BUDGET

- **What is the budget for a topic (i.e. for a partner) that I will receive?**
The budget for an Action Network is 1 000 000 EUR maximum, [at network level](#). The distribution of this amount among the partners should be discussed and decided at network level.

- **Is it mandatory to allocate at least €500,000 for 'Actions' in the budget, and are we strictly required to spend the full amount? There are various reasons why we might not be able to exhaust such a large budget. I am concerned that committing to this amount without enough large-scale activities planned might limit the partnership's flexibility or lead to under-spending.**
Yes, it is indeed foreseen to budget and spend 50% of the network budget for the implementation of actions. It is also recommended to apply 50% at partner level but this is not compulsory. Each partner should implement at least one action.
- **Can the whole 50% of the budget be used for one single action, for example, and not to be divided between the budget lines?**
The 50% can be used for one action or several. However, it is likely that one action falls under different budget categories (staff, expertise, equipment).
- **Do you intend to change the (application) budget template? Taking into consideration that at the application phase the lead applicant does not have to give budgetary details about the actions to be implemented (max. 50% of the budget)?**
We indeed have a new budget template tailored to the Action Networks call, which can be found [here](#). At the application phase the Lead Partner does not have to provide a detailed budget for the implementation of the action(s). However, each partner will need to provide an estimated budget for staff costs, external expertise and equipment needed for the implementation of the action(s) (budget sub lines "for action"). In case of approval, partners will then be required to provide a detailed action budget for implementation at the end of the activation phase.
- **What is the % of the Staff category? 40% out of the total like in the past call?**
- **Do the staff costs allocated to the implementation of actions also count towards the max 40% allowed for staff/management costs in the total budget?**
Yes, there is still a 40% limit [at network level](#) for costs related to project coordination (staff + external coordination). This limit should also take the staff costs "for action" in consideration.
- **Are (lead) partners required to reserve a portion of the "management" budget for costs connected with audit/controlling?**
This depends on the control system in place in your country. If your country put a decentralised system in place, you may have to foresee a budget for first level controls. The system in place in your country can be checked in the [URBACT Programme Manual](#) (P.83)
- **Is the different fund rates means that partners have different rates and we need to calculate an average % for the partnership, and then every partner calculate e.g. with 77%? Or every partner should calculate with their own %?**
Every partner's budget is calculated on the basis of their own co-financing rate. The budget template available [here](#) may help you build your network budget.
- **Do the external costs include the €127,500 managed by the Joint Secretariat? External costs and ad hoc experts are the same budget line or we can have additional external costs (e.g. for technical assistance)?**
No, the external expertise budget line for the network is separate from the Expert envelope (127 500€ for Lead and Ad hoc experts) managed by the URBACT Secretariat.

ELIGIBILITY OF COSTS

- **Is this call available to implement the development of bike lanes in the city?**
The action(s) to be implemented should be part of a strategy/action plan in place at local level. In terms of eligibility, expenditure related to the implementation of the action(s) would need to fall under the following budget categories: staff costs, external expertise and equipment, and respect the [ETC \(European Territorial Cooperation\) related regulations](#).

EXCHANGE & LEARNING

- **What is the difference between Actions labs and ULG?**
The URBACT Local Group is a local group of stakeholders that will be involved in the production of the local outputs. Action Labs are meetings where stakeholders come together to co-design and implement local action(s).
- **Can you tell more about these experts that you mentioned? What is the exact role of the Lead Expert and who she/he will lead?**
The Lead Expert supports the network over the entire duration of the network journey. Detailed information on the URBACT expertise framework can be found in the Guide for Action Networks, available [here](#).

APPLICATION PROCESS

- **We are currently part of the URBACT Pioneers Accelerator but do not have access to the Synergie CTE platform how can we obtain access in order to apply, also it is mentioned that we have to send you also the documents by email right?**
Please refer to the Synergie guidance available [here](#). Only Lead Partners will need to have an access to create and submit the application form.

ASSESSMENT

- **Is it eligible and positively valued for an URBACT Action Network to build on the legacy of a previous network (from Horizon funding), where an existing community of cities and a shared thematic basis already exist, provided that the proposal brings a new implementation logic, clear added value, and a distinct URBACT methodology?**
This is a possibility. The coherence and relevance of the proposal will be assessed during the assessment process by a panel of external assessors.
- **Does the involvement of IPA/NDICI country partners or Annex 11 partners brings you plus points at the evaluation?**
No, this is not part of the assessment criteria for this call. It is recommended to build a diverse and coherent partnership, involving new cities and, most of all, respecting the eligibility criteria as mentioned in the Terms of Reference.
- **Can the process of compiling and preserving photographic collections be considered an action? Will this be treated as a simple purchase of equipment? Or, in order to consider such preservation of museum collections an action, must additional events (e.g., workshops, consultations, research) be “added” to it?**
- **A project on the topic of road safety could fit the main programme goals? for example, implementation action in term of citizens/school pupils, support training, information and education activities to promote safe behaviour to combat all forms of road accidents.**
It is possible for the networks to work on any urban matter they deem relevant. The action(s) to be implemented should be part of an existing action plan/local strategy and answering to the objectives of this action plan/strategy.