

# CEF TELECOM - 2020-2 CALLS FOR PROPOSALS

## FREQUENTLY ASKED QUESTIONS

### European Platform for Digital Skills and Jobs –

**19 October 2020 version**

*All information in blue has been added or updated since the previous version.*

**1. What is the difference between this call for proposals and the CEF-TC-2019-2 call?**

The present call for proposals has the same priorities and objectives as the call CEF-TC-2019-2. It offers to finance the connection of infrastructures (websites) of those National Coalitions that have not received funding under CEF-TC-2019-2.

**2. Can a National Coalition that has been awarded under the CEF-TC-2019-2 call apply for additional funding under the current call?**

No. Both calls cover the same activities and therefore a National Coalition that received funding under the CEF-TC-2019-2 call cannot be funded again under the 2020 call.

**3. How will technical compatibility between national websites and the Core Service Platform be ensured?**

As described in the Technical Specifications document of the call, each national website/database, serving as a "web antenna" to the Core Service Platform, will provide content and data on digital skills and jobs in a coherent and structured way in the national official language(s). The Technical Specifications outline the content structure and content types that the national websites must follow in order to enable interoperability. The exchange of information between national websites and the Core Service Platform (and vice-versa) will be made via APIs (Application Programming Interfaces), which are described on pages 22 and 23 of the Technical Specifications document under the headings "Rest API" and "API Example".

**4. Is it possible to finance only infrastructure (e.g. new web interface for the National Coalition for Digital Skills & Jobs)?**

No, proposals must address all three activities described in the call text, namely 1. Web development, 2. Services, Content and Community related activities, and 3. Post-editing and localisation of content.

**5. How will the interconnection of the new web platforms be technically ensured in order to communicate and share good practice of national coalitions towards European Commission's Core Service Platform?**

This is detailed in the Technical Specifications document available on the call webpage. The contractor that will build the Core Service Platform will work with the national coalitions to facilitate the implementation of necessary interconnection(s), by, for example, updating the API, as needed.

**6. How will the outputs of an Action that are financed by this call be assessed?**

By the end of the Action, the beneficiary(ies) must be in a position to demonstrate convincingly that all three mandatory activities listed in point 2.1.1 of the call text have been duly accomplished in accordance with required specifications and respecting the minimum requirements listed in the call text. The beneficiary will submit a report and other supporting documents (if necessary) which will describe the activities and services delivered. The need for supporting documents to prove successful implementation and their type will depend upon the characteristics of the Action and be described in the model grant agreement.

Section 11.2 of the call text specifies that if any activity described under point 2.1.1 is not completed or has only been partially completed, the amount allocated to the activity will not be paid and the amount of the grant will be reduced accordingly. This means that beneficiary(ies) will receive an EU contribution for every completed activity.

Section 11.3 of the call text indicates that the final amount of the grant to be awarded to the beneficiary is established after completion of the Action, upon approval of the request for payment including, where applicable, the supporting documents.

**7. What are the licensing conditions and rights for a) the information system b) content in the information system? Can we license with the Creative Commons standard?**

The call does not specify the requirements for the licensing conditions and rights. However, as regards content, the Commission recommends to follow the Creative Commons standard.

**8. Can an application be made without the participation of the official coordinator of the National Coalition for Digital Skills & Jobs?**

No. As stated in section 6.1 of the call text, the coordinator of the National Coalition for Digital Skills & Jobs must be among the proposal applicants. However, the coordinator of the coalition does not necessarily have to be the coordinator of the CEF Telecom proposal.

**9. Will the MOOCs (Massive Open Online Courses) appearing on the Core Service Platform be localised and translated for use in different countries?**

No. However, when a beneficiary considers that translation of a MOOC or any other resource published on the Core Service Platform would bring added value for the national target audience, the beneficiary can use the localisation services (translation and post-editing) financed through the project budget (Activity 3). The original production of MOOCs or any other learning resources is not required to benefit from these services.

**10. Is there a list/link to available MOOCs?**

This will be on the Core Service Platform, once established. It will be up to the beneficiaries to identify and publish information about the relevant learning resources, including MOOCs. Once the MOOC or any other material appears on the national website of the project leader, the beneficiary can signal it for publication on the Core Service Platform. The Core Service Platform team will also research and publish relevant MOOCs on the central platform. When approved, edited and published on the Core Service Platform, any other national website can re-use that content.

**11. Is the EU Digital Competences Framework going to be made available as "ready-to-use" software with questions, survey, and administrative interface available to all Member States?**

Adaptation of the EU Digital Competence Framework is not subject of this call. However, the call foresees that beneficiary(ies) present, describe and provide descriptions and links to the existing self-assessment tools already developed nationally or at European level following the presentation model suggested for the training resources, as described in the *Technical Specifications* document available on the call webpage. In this document, please see point 5 on page 9 and *training*

resources in the *content* type section on pages 15-16. The project beneficiary is free to adapt the project content to local needs and specificities: if the project applicant considers there is a need, it can also propose in its project proposal the "translation and localisation" of a non-proprietary assessment tool.

**12. What type of training resources for citizens and businesses are going to be available in the Core Service Platform?**

The meaning of training resources in this context is detailed in the Technical Specifications document available on the call webpage. In this document please see point 5 on page 9 and training resources in the content type part on pages 15-16, where also examples of resources are listed: training curricula, non-proprietary MOOCs, case studies, training methodologies, self-assessment tools, other training material.

**13. What form will the training resources repositories take?**

For at least three of the good practices selected (see call text point 2.3), the project beneficiary(ies) describe and upload/link relevant training material to the resources repository (see call text point 2.4) of their national website. The beneficiaries both publish the training resources and signal them for publication in the Core Service Platform.

The Core Service Platform will present these training resources that were identified by the beneficiaries using the methodology detailed in their proposal, as well as other training resources selected at central level because of their quality.

**14. What are the expected activities that the National Coalition for Digital Skills & Jobs are supposed to offer and build?**

The project proposal should cover all three activities described in the call text section 2.1., namely 1. Web development, 2. Services, Content and Community related activities, and 3. Post-editing and localisation of content. A detailed description is given in the Technical Specifications document available on the call webpage.

Applicants should pay particular attention to up-skilling and re-skilling of the labour force at all levels of digital skills, and outline the methodology for the selection of good practices, training offers and related resources, explaining how this methodology ensures high quality. The proposed project should also illustrate how the foreseen promotional activities will lead to replicability and visibility/accessibility for end users.

**15. The call text states that the amount of the lump sum contribution varies according to the Member State/EEA country in which the beneficiary(y)ies is/are located. However, in the application form, the amounts of the lump sum contribution per activity are fixed and cannot be edited. Does this mean that, in case my application is successful, I will be granted the same amount as the one that is displayed in the application form?**

The amounts displayed in the application form correspond to the maximum amounts of the lump sum contribution per activity. The amount of the lump sum contribution varies according to the Member State/EEA country in which the beneficiary(y)ies is/are located. The amounts per Member State/EEA country are listed in section 16 of the call text. The lump sum contributions will be adjusted according to an indexation per Member State/EEA country during the evaluation phase.

**16. Since there is no obligation to report the actual costs occurred (section 11.2 of the call text), does this mean that at the end of the project we only have to submit a technical report (and not a financial report)? If this is the case, and since we do not have to report the actual costs, should we still keep track of the costs of the personnel involved (e.g. via timesheets)?**

Section 11.2 of the call text clearly states that the beneficiary will not be required to report on the

costs actually incurred for the implementation. However, like all EU grants, any action may be subject to auditing during the implementation or up to 5 years after the completion of the Action, all beneficiaries are required to keep track of the costs and keep the supporting documents in line with the Grant Agreement provisions.

Please also see Question #6 above related to technical report requirements.

**17. Section 6 of the call text ("Eligibility criteria") states the following: "For proposals with a single applicant (no consortium), only proposals submitted by the coordinator of a National Digital Skills and Jobs Coalition/network of actors will be eligible under this call."**

**However, in Section 17 of the call text, reference is made to additional requirements, as follows: "Coalitions and networks of actors should satisfy minimum required binding characteristics of the national coalitions or networks of actors: At least 2 Governmental Ministries or public authorities in charge of policies that help to reduce the digital skills gap; At least 1 education provider; At least 3 private sector organisations". Do these additional requirements apply to proposals with a single applicant, i.e., when the coordinator of the national coalition is applying?**

For the purposes of this call, in order to be considered as a National Digital Skills and Jobs Coalition, the Coalition **must** satisfy the definition of such groupings as stated in Section 17 of the call text. The fulfilment of these requirements will be ensured through the endorsement of the relevant Ministry responsible through the signature of the A2.3 form of the proposal. In the case of proposals with a single applicant, only proposals submitted by the coordinator of such a National Coalition are eligible to apply to the call.

**18. Under activity 2, point 2.4. of the call, applicants are required to give "details on methodologies". To what does this refer? Methodologies with regards to what?**

This refers to methodologies developed at the national or regional level - in the applicant's country - that stakeholders can use. These methodologies can cover any aspect of digital skills development.

**19. Under activity 2, point 2.9. of the call requires "Contribution to 8 webinars/workshops organised by the Core Service Platform". Could you give examples of what is expected?**

The call text details what is expected under activity 2: "2.9. ... The beneficiary(ies) must also contribute, **through national digital skills experts**, to at least 8 webinars/workshops organised by the Core Service Platform coordinator, **to peer review the content of the Core Service Platform and identify links with national content and stakeholders**".

**20. Should case studies (Activity 2.4) showcase projects or rather tell stories of individuals and organisations and their digital skills and jobs "learning journey"?**

In this context, case studies are more than telling personal stories. They refer to the detailed description of how a particular digital skills issue has been resolved, with particular focus on how others can learn from it and apply it for their own purposes. Therefore, actions should showcase lessons learnt from their implementation rather than describe the actions themselves.

**21. As regards Activity 3 "Post-editing, localisation of content", could you specify the amount of text to be translated, approximately how many words/pages?**

The Technical Specifications include certain indications on the number of specific content types that need to be published and the word length of these content types (e.g. pages 8 - 10). Also, point 11 of the Technical specifications includes details on translation and content localisation.

**22. As regards Activity 3, can the National Coalitions choose which content items from the CSP they translate? What is mandatory? Is it intended that National Coalitions translate all information on CSP?**

Point 11 of the [Technical Specifications](#) describes the details of translation and content localisation requirements.

**23. How will the scores for each of the award criteria (Relevance, Quality & efficiency, Impact & sustainability) be weighed?**

This is explained in detail in section 9 of the call text and in section 9 of the General FAQs.

**24. Can chambers of commerce be the lead partners of consortia?**

Please read carefully section 6.1 of the call text. For proposals with a single applicant (no consortium), only proposals submitted by the coordinator of a National Digital Skills and Jobs Coalition/network of actors will be eligible under this call. **For proposals with multiple applicants (a consortium), any Coalition/network member may participate as a consortium member in any proposal that includes its coordinator.** If the coordinator of a National Coalition is a chamber of commerce, then the chamber of commerce can be lead partner of the consortium.

**By signing the A.2.3 form, the Ministry will give the assurance that each applicant is a member of the National Coalition.**

**25. What could be the ideal consortium by organisation type?**

Depending on the specificities of the given national coalition, it is up to the applying national coalition to decide the consortium composition, in line with the call text requirements.

**26. Activities should be focused in/for the countries of the consortium members or the whole EU?**

The activities must be implemented in the countries of the consortium members. In addition, the proposal itself must demonstrate EU added value and impact, thereby contributing, in collaboration with the Core Service Platform, to improving the accessibility of digital skills initiatives across Europe.

**27. If a National Coalition is submitting a proposal, can it include additional partners that are not part of the national coalition?**

Please refer to section 17 of the call text, which describes the composition of national coalitions and networks of actors. We strongly recommend that you follow the guidelines provided in this section.

**28. Should consortia consist of organisations from only one country?**

Yes. Sections 6.1 and 4 of the call text specify that one Member State can apply (i.e. organisations from one Member State) and only one grant per Member State will be awarded.

**29. Will additional partners to the coalition need to fill in any forms for the call?**

The members of the applying consortium need to comply with the formal requirements of submission. Extensive details are provided in section 6 of the General FAQs and in the Guide for Applicants.

***30. For countries with more than one official language, is the budget for activity 3 weighted according to the number of languages to be taken into account?***

One of the objectives of the call is to provide coherent and structured digital skills related content in the respective official language(s) designated by the Member State as official languages at national level and mentioned as EU official language by Regulation 1/19585 where the coalitions/networks of actors are based. Activity 3 should cover the official EU languages in the respective Member State, and is financed by the lump sum amount indicated in point 16 of the call text.