



## **COVID-19 - Information to projects Lead Beneficiaries and partner**



Beneficiaries of projects funded under the ENI CBC Med Programme are kindly invited to take into account the following information.

COVID-19 has been recognized by the WHO as a pandemic and it is affecting most territories in the Programme area. For the time being, due to this virus outbreak, it may be necessary to cancel or postpone project activities, related work-trips and events that are already booked and confirmed.

In order to prevent any risk for all actors involved in the Programme, we strongly recommend to:

- a) Replace all possible face-to-face meetings already planned with open distance meetings;
- b) Review the activity plans according to the restriction measures, identifying the activities which can be carried out in open distance work for assuring continuity, and postponing field activities;
- c) Follow strictly instructions and recommendations issued by the respective national authorities.

## **1. CHANGES IN THE PROJECTS ACTIVITIES, WORK PLAN AND BUDGET**

Necessary changes and adjustments to the project due to the outbreak will be considered and accepted when duly substantiated. Lead Beneficiaries are invited to send to the Managing Authority (MA)/Joint Technical Secretariat (JTS) a brief description of the changes needed and of the expected impact on the project. The modifications will be then included in the yearly minor adjustment allowed per project through the Monitoring and Information System.

In case a major amendment is requested, the provisions of art. 9 of the Grant Contract apply.

## **2. ELIGIBILITY OF COSTS**

Activities cancelled due to the proliferation of COVID-19 will be considered as cases of *force majeure*, and they shall be eligible under the condition of **no refund possibility**: the Lead Beneficiary/partner shall demonstrate that it has exhausted all possibilities to obtain a reimbursement of the expenditure incurred. Supporting documents in such cases shall be accompanied by a short description of the grounds causing the cancellation. Projects are advised to submit information about these costs to the MA/JTS before reporting.

The use of the contingency reserve to cover such expenditures may be approved on a case by case basis; however, the use of budget savings is strongly recommended, especially for low amounts.

## **3. SUSPENSION**

In case the implementation of the project becomes excessively difficult or dangerous, Lead Beneficiaries/Partners may consider suspending the implementation, entirely or partially, informing the MA and the concerned national authority without delay, as per art. 10 of the Grant



Contract. **Expenditures incurred during the suspension period will not be eligible, including staff costs.**

#### **4. CONTRIBUTION TO THE MITIGATIONS MEASURES**

The Programme encourages all Lead Beneficiaries and partners to explore possibilities to quickly and efficiently contribute in the response to the consequences of the COVID-19 emergency in the framework of the projects. Ideally, this can happen in many different ways, such as:

- a) Using achieved outputs of the project to support COVID-19 needs.
- b) Extending the scope of planned or on-going activities to cover also the COVID-19 needs, but within the specific objectives of the project.
- c) Extending the use of online tools, to overcome the COVID-19 restrictions. All projects in all priority axes could purchase equipment and tools for project staff, who work from home, or for online conference-streaming tools for project meetings, training, conferences, etc.

The MA invites all beneficiaries to share on their websites examples of good practice of how projects are contributing to mitigate the COVID-19 consequences.

---

Please keep us informed about any issue we may not be aware of, related to consequences of the COVID-19 restrictions. And stay safe.