

**Please consult this FAQs section frequently as all questions of relevance to a number of potential applicants will be published here.**

**1. Can private (for profit) companies apply for a grant under this call for proposals?**

Private companies may not apply for a grant under this call (in the role of lead applicant organisation). They may, however, participate as a partner in the context of a project submitted by a public-private partnership, with the lead applicant organisation having public body status.

**2. Are projects concentrating on just one locality or region eligible?**

The core elements of the European Year of Workers' Mobility are geographic and professional mobility. Consequently a project concentrating on professional mobility (e.g. sector to sector) within one locality or one region would be eligible under this call.

**3. Are projects focusing on geographic mobility in just one country eligible?**

Yes, projects covering geographic mobility within the borders of just one country (region to region) would be eligible under this call.

**4. Can the salaries of the permanent employees of the applicant & partner organisations working on the project be considered as (part of) the 15% contribution required ?**

Yes – please refer to point 2.2.1.1. of the Applicant's Guide

**5. Is it necessary to send in the grant application twice (on paper and electronically)?**

Yes – applications must be made both electronically and in hard copy (the signed and complete paper version). First send the application form with the required annexes electronically. Then download the application form that you have just sent electronically, sign and date it and send it along with the complete set of annexes. A checklist is provided at the back of the applicants' guide which shows exactly which documents and annexes must be sent with the different forms of transmission.

**6. I can't find the annexes – please indicate where they may be found?**

Enter the electronic SWIM application. Click on 'New grant application'. Select call for proposals VP/2006/014. Open the menu on the left-hand side of your screen. Click on the section of the application form 'Annexes'.

**7. I am having problems using SWIM. Where can I find help with this?**

If you need technical assistance, please contact [empl-swim-support@ec.europa.int](mailto:empl-swim-support@ec.europa.int)

**8. Our institution has public body status and does not deal in cash. Does our 15% financial contribution really have to be in cash?**

Yes – please refer to point 2.2.1.1. of the Applicant's Guide