

**FREQUENTLY ASKED QUESTIONS**

under the Call for Proposals 2023/FPA/TRU/01

**FOR THE IMPLEMENTATION OF  
THE EUROPEAN JOINT MASTER'S IN STRATEGIC BORDER MANAGEMENT**

Last update: 09/11/2023

**Disclaimer:**

In the interest of equal treatment of applicants, Frontex cannot issue a prior opinion on the eligibility of an applicant, an action or specific activities.

**QUESTION 1:**

**Does the Consortium need to apply for all three (3) iterations of the EJMSBM Programme for the entire number of learners specified in the Call for Proposals?**

RE: Proposals submitted must address all three (3) iterations of European Joint Master's in Strategic Border Management. Each iteration lasts 18 months. The Framework Partnership Agreement will be signed for a period of 48 months, therefore the planned actions cannot exceed this time. The iterations may overlap.

Each iteration is envisaged for 30 learners considering a possible flexibility +/- 10%. The total number of students is 90 learners considering a possible flexibility +/- 10%.

**QUESTION 2:**

**How will the Partners enter financially binding commitments with Frontex?**

RE: An invitation to submit proposals for a grant covering one iteration of EJMSBM will be sent to the Consortium who Frontex have a relevant Framework Partnership Agreement signed with. Two Specific Grant Agreements covering one (1) iteration will be signed with a successful Beneficiary:

- (a) first one for a period of 12 months covering Stage 1 and Stage 2 of the EJMSBM (without possibility of extending the agreement), and

- (b) second one for 6 months covering Stage 3 of the EJMSBM (+ additional max. 3 months, if Beneficiary deems it necessary, without further possibility of extending the agreement).

The invitation to submit proposals for awarding of a Specific Grant Agreement will be sent to FPA Partners reasonably prior to start of every iteration.

### **QUESTION 3:**

**What 3 additional months envisaged in the second Specific Grant Agreement are for? Is it obligatory to include them? What costs are eligible during this period?**

RE: Two Specific Grant Agreements covering one (1) iteration will be signed with a successful Beneficiary:

- (a) first one for a period of 12 months covering Stage 1 and Stage 2 of the EJMSBM (without possibility of extending the agreement), and
- (b) second one for 6 months covering Stage 3 of the EJMSBM (+ additional max. 3 months, if Beneficiary deems it necessary, without further possibility of extending the agreement).

Stage 3 is the dissertation phase that lasts 6 months. Learners are expected to develop and defend their master's thesis within this period. However, preventing situation in which not all learners are able to complete the EJMSBM Programme within this deadline - due to, for instance, exam re-takes, requests for extensions, work related issues that could not be prevented, or other justified reasons – Consortium may envisage 3 additional months necessary to complete the Programme.

Beneficiary may claim to sign second Specific Grant Agreement for 9 months, instead of 6 months, only at the application level.

Beneficiary may not claim to extend already ongoing second Specific Grant Agreement for 3 additional months, once he realises existing constrains hindering the successful competition of the EJMSBM within 6 months.

The inclusion of these 3 additional months is not obligatory, it is Consortium's decision.

Yet, assuming that Consortium and learners shall aim at concluding the 3 Stage of the EJMSBM Programme within 6 months, these 3 additional months must not trigger any extra charges related to the management of the Programme (e.g. additional remuneration of the administrative staff). However, the costs incurred to implement the actions (e.g. mobility costs, graduation ceremony), shall be regarded as eligible as they directly serve attaining the underlying goal of the EJMSBM Programme. The budget of the 3 Stage must not be increased, should Beneficiary request additional 3 months of the EJMSBM Programme implementation.

The first Specific Grant Agreement that will be signed for 12 month and will cover Stage 1 (6 Modules) and Stage 2 (4 Modules) of the EJMSBM Programme, must not be extended or envisioned for period longer than 12 months.

**QUESTION 4:****How the admission of learners will be processed?**

The students will be drawn from the mid and high level management and each iteration will include a range of 30 seats (+/- 10%). They will be allocated to the MS/SAC national border guard organisations (in principle, one seat for each organisation carrying out border guard tasks according to the national mandate).

The admission, selection, recruitment and monitoring of individual students fall under the shared responsibility of the EJMSBM consortium and Frontex. Student selection will be organised transparently, impartially and equitably. Frontex will launch a call for proposals for applicants (prospective students). The call will be addressed to the National Frontex Points of Contact (NFPOC). Sending Authorities will nominate candidates that meet the admission requirements. The nominated candidates will undergo an admission process conducted by the EJMSBM Consortium, including English testing.

**QUESTION 5:****Does only the main applicant (coordinator) have to submit its list of projects and CVs or does every partner have to submit a list of projects and CVs as well?**

RE: The list of projects and CVs shall be submitted for every Consortium partner that is part of the initial offer.

**QUESTION 6:****Are all contact weeks to be implemented in contact?**

Five (out of ten) contact weeks are to be implemented in contact; the rest shall be delivered online.

It is suggested to implement 5 modules with field trips (Module 1, 5, 6, 9, 10) in-person, while the reminder of 5 (Module 2, 3, 4, 7, 8) is to be delivered online.

**QUESTION 7:****Are the mobility costs of learner(s) who do not show up for contact week(s) eligible?**

If a learner does not show up in person for a module implemented on site, the mobility cost regarding the mobility of this learner will be ineligible without any detriment to the educational and administrative unit cost. If a learner shows up, but does not complete the module, the costs of this mobility shall be regarded eligible proportionally to learner's participation. The costs of re-booking flight ticket are ineligible.

If a learner drops-out from the programme, the cost of mobilities are eligible proportionally to his actual presence on site. No costs related to the mobility incurred after the date of removal of this participant from the students' list will be eligible.

**QUESTION 8:****Do we need to submit the hard copy of the annexes only provided with the Call, or do we need to submit other additional annexes as well, such as the agreements of previously**

**implemented projects related to joint degrees, where each can be more than 50 pages long? In total it might take 300 - 400 pages of agreements of previous projects, do we have to print them out?**

As a rule, all documents, including annexes to the Call as well as any other supporting documents, shall be submitted in hard copy. The applicant must not divide one application into two parts: one part submitted in hard copy and the other submitted in electronic format. It will be a premise for rejecting application.

However, in order to secure “greener” approach, the applicant may submit the printed out list of previously implemented projects with a disclaimer that due to the great number of pages project agreements are available upon request. At the evaluation stage Evaluation Committee may/will ask the applicant to submit the electronic copy of these agreements. The applicant will have two working days to reply.

**QUESTION 9:**

**How should the documents signed by a qualified electronic signature be submitted in hard copy? Can we just print them out? Or do we need to confirm their originality? If yes, how?**

All documents, including the ones signed by a qualified electronic signature, shall be submitted in hard copy. There is no need for additional confirmation - at the evaluation stage Evaluation Committee may/will ask the applicant to submit the electronic copy of the signed document. The applicant will have two working days to reply.

**QUESTION 10:**

**Do we have to include in the planned duration of the Action (start – end date) the preparation phase, like updating Policies and procedures of the new EJMSBM implementation; Admission of the students, preparation for the Opening ceremony, etc. (e.g., starting from February-March 2024) or do we have to indicate just 48 months for delivery of three iterations of EJMSBM beginning from September 2024?**

The maximum duration of the Framework Partnership Agreement to implement EJMSMB Programme is 48 months. Hence, the duration of the action cannot exceed 48 months. Applications scheduled to run for a longer period than the one specified in this Call will not be accepted.

The representatives of successful signatories to the FPA to implement EJMSBM will be invited by Frontex to participate in the development meeting to be held in spring 2024. The aim of this meeting will be to review and update the EJMSBM Programme while ensuring that the learning outcomes of EJMSBM Programme are preserved and achievable.