



Q&A Member States Guidances

Eligibility	Eligibility of National Insurance and Pension contributions , whilst beneficiary organisation in receipt of payments via Job Retention Scheme
	Eligibility of office furniture costs for home working
	No change to the rules on defrayment as a result of COVID-19
	Eligibility of premises adaptation and Personal Protective Equipment (PPE) costs – in preparing for post COVID-19 project activity.
	Accepting email confirmation/ declaration from a participant/ individual employee within a SME/ business organisation to confirm eligibility to participated in ESF/ERDF operations (in place of a ‘wet’ or fully electronic signatures)
	Eligibility of cancellation fees Restrictions on travel abroad
	Eligibility of necessary project costs where official restrictions are in place which affect ‘business as usual’ activity (rental while working at home, staff at home, flat rates)
Verifications	Claim declarations and the need for beneficiaries to confirm no ‘double funding’, particularly where access to ‘job retention schemes’
	Clarity on deferred verifications and paying a claim
	Using electronic signatures instead of hard copy documents
	Accepting scanned copies of identification or emailed enrolment forms as evidence for management verifications
Payment claims	Extending deadlines for claim submissions , verification checks and review findings under the COVID 19 circumstances
Project delivery	Changing project activity under current rules to help respond to the COVID 19 situation
	Face-to-face support to participants and businesses has now ceased and is being delivered remotely i.e. telephone/ email/ skype. Providing evidence of delivered support through alternative method
	Impact of COVID-19 upon recording ESF immediate result indicator ‘participants into employment upon leaving’
	Extending projects and increase costs with little or no increase in targets and outputs

Horizontal issues	Agreed/established accounting/ management & control/ monitoring systems for operations/ projects, stay in place in order to claim support from the structural funds & satisfy audit requirements
	Application of the Temporary Framework for State Aid in ESIF funds
	Changes to procurement rules as a result of COVID 19 (extreme urgency) Due to remote working, ensuring that 2 people are present in the opening of tender documents