



Frequently Asked Questions

for Pathways2Resilience subgrantees

Last update:

Please note that this document is updated regularly.

Got a question not covered here? Please email pathways2resilience@climate-kic.org.



Funded by
the European Union

- 1) **Must all funds from the first installment be fully spent to qualify for the second installment, or may any remaining funds be carried over for use after the second installment is received?**

Funds are carried over. Consider that the %s referred to in each payment (Annex 2 in your subgrantee agreement) represent the MAXIMUM payable at that point in time. So the cumulative maximum payment would be: 30% for pre-financing, 70% at the first reporting period and 100% at the second.

- 2) **How can I log in into the regions-only area?**

Please visit [this page](#) and use this password: P2RSelectedRegions24

- 3) **Does Pathways2Resilience have a template or model for contracts or should we use our own local/national procedures?**

In general, subgrantees should use their own procedures, documents and models. E.g.: costs should be accepted on the basis of being actually incurred, fulfilling the general eligibility conditions and being awarded **using the beneficiary's usual purchasing practices**. (Check [Horizon's AGA](#) for such guidelines)

- 4) **Are you able to confirm if something is legal in our specific local circumstances?**

For many local contractual issues – P2R is not able to provide legal advice – we can only recommend your legal team consults the [Horizon's AGA](#) and develops a relationship with your [NCP](#) to clarify the local situation.

- 5) **Do we need to do time records?**

The below picture (pg 48 of [Horizon's AGA](#)) shows the mention to time records.

1. Employees or equivalent (A.1): Types of costs — Forms — Eligibility conditions — Calculation

1.1 What? If eligible under the Grant Agreement (*all programmes except SMP ESS, CUST/FISC or where declared ineligible in the call conditions*), the beneficiaries/affiliated entities may charge 'Costs for employees or equivalent'.

This budget category covers the costs for employees or equivalent that worked in the action, i.e. persons working for the beneficiary on the basis of an employment contract or equivalent appointing act.

'Equivalent appointing act' means the appointing acts of civil servants (who do not sign employment contracts, but receive official nominations for their posts).

⚠️ **ONLY** costs for personnel **assigned to the action** (i.e. working for the project according to internal written instructions, organisation chart or other documented management decision) can be eligible.

⚠️ **Record-keeping** — The monthly declaration of days worked in the project correctly signed (see Article 20) OR reliable time records will normally be sufficient proof of the assignment to the action — unless there is other contradicting evidence (e.g. the employment contract indicates that the person was hired to work on another project).

What not? Cost of persons who work for the beneficiary, but NOT with an employment contract or equivalent appointing act (e.g. staff provided by a temporary work agency, seconded staff, self-employed persons with a direct contract with the beneficiary).

1.2 Costs for employees (or equivalent) must be **declared** as:

- actual personnel costs (*standard case*)
- or

We'd suggest including a mention to the number of your subgrant agreement (your proposal ID) and the P2R's grant agreement number (No 101093942, findable in our website).

6) Scope of the project: can regions choose to work only in the scope that they can influence?

Regions should determine what is the ideal scope for their project.

P2R recommends choosing a scope where the subgrantee has enough influence and agency to coordinate the development of the P2R deliverables (e.g.: strategy and action plan); and ideally to implement them.

7) PIC Validation

As P2R is a cascade funding, it won't be possible to validate your PIC. We don't offer PIC validation to subgrantees.

8) Amendment Requests: How much % can be moved between categories/budget lines without need for an amendment request?

20% movement between categories is usually considered acceptable if budget line already exists. Amendment requests are handled on a case-by-case basis. Reach out to the P2R team.

9) Are submitted P2R deliverables (e.g.: Strategy, Action Plan) going to be made public? In particular, do the budgets and investment plans have to be submitted to the European Commission?

No. The deliverables are not public and to be used only for P2R purposes (e.g.: research, producing summary reports and developing frameworks).

We will ask for your permission to share if there is a specific opportunity with relevant parties (e.g.: Mission Cities Capital Hub).

The payment deadlines, as seen below:

Payment instalment	Reporting period	Deadline to submit the report	Payment description	Percent of subgrant award paid
1	N/A	N/A	Pre-payment made after subgrant agreement is signed.	30
2	1 September 2024 – 31 May 2025 (months 1-9)	July 2025 (month 11)	Payment made within 6 months after approval of 1st reporting.	40
3	1 June 2025 – 28 February 2026 (months 10-18)	April 2026 (month 20)	Payment made within 6 months after approval of 2nd reporting.	30

10) What deliverables are due when?

The baseline assessment is due at the 2nd payment instalment, so July 2025.

All other deliverables are due April 2026.