# QUESTIONS AND ANSWERS

 Call for Expression of Interest for Associated Members - Ref. S3JU/LC/018-CEI

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| Nb. | Questions | Answers |
| 1 | Do we submit two separate documents (application form and letter of commitment) or copy the application form into the letter of commitment as Annex A.2?  | Two separate documents have to be submitted i.e. an application form and a letter of commitment. Please indicate in the headings “Annex A.2 to the letter of Commitment”. The letter of commitment shall be signed (based on Article 6(3) of the [Single Basic Act (SBA)](https://eur-lex.europa.eu/eli/reg/2021/2085)). |
| 2 | Is a digital signature sufficient or do we need to print out the application form/letter and scan?  | The application form/letter may be signed with Qualified Electronic Signature, it is advisable to print the application and send the scanned version in pdf format. |
| 3 | Should the Letter of Commitment be on company headed paper or on the SESAR template as provided?  | The Letter of Commitment can be copied on headed paper of the company. Please keep the call reference identified on the document. |
| 4 | What sort of information are you expecting in the Letter of Commitment in section 1.3 (Additional Commitments)?  | Reference to “section 1.3” shall be read as referring to Annex A.3 of the letter of commitment. Annex A.3 is optional. It may detail any further contributions (in kind or financial) proposed by the applicant other than those indicated in Annex A.1 to the letter of commitment and in complement to the contributions laid down under the [SBA](https://eur-lex.europa.eu/eli/reg/2021/2085).  |
| 5 | Do we need to sign the application form? There is no signature panel. If so, should we include this on the page ‘Information about the applicant’?  | Yes, it is supposed to be signed. No matter if it is signed at the bottom or on the page where the data of the applicant are included. If it is signed with a QES it is the whole pdf containing the signature. Please see Answer 1 for the letter of commitment. |
| 6 | Where does the 20-page limit start for the application form?  Is it on the page starting with section 1.1 (Added value of the competencies…) as per the page numbering in the document, i.e. the ‘Information about the applicant’ page and cover page are not included in the page count?  | We confirm the 20-page limit for the application form starts with section 1.1 (Added value of the competencies…) as per the page numbering in the document. The ‘Information about the applicant’ page and cover page are not included in the 20-page limit. |
| 7 | We presume that section 1.3 requires the applicant to highlight how our strategy relates to achieving the goals of the Digital European Sky as well as the objective of net zero emissions by 2050? Please can you confirm this.* The guidance information states: “Relevance of the applicant’s Research & Innovation (R&I) strategy and technologies in view of reaching the Digital European Sky and the Aviation Green Deal objective of net zero CO2 emission by 2050.”
* The application form only states: “Relevance of applicant’s R&I strategy and disruptive technologies enabling to reach the Aviation Green Deal objective of net zero CO2 emissions by 2050”.
 | The applicant should demonstrate the relevancy of their strategy to help implement the vision outlined in the European ATM Master Plan with a particular focus on reducing the climate impact of aviation as this is currently the main theme of the European ATM Master Plan update campaign. A discussion paper has been published in October 2023 in conjunction with the launch event and is available for download on our website. |
| 8 | What do the following columns mean in the IKOP Table in section 2.2:* Technical Area - is this the call, e.g. IR2?
* Operational Area – is this the project name?
 | The columns in the IKOP Table in section 2.2 of the application form have the following meaning: * Technical area is the call-type (ER or IR)
* Operational area is the flagship as referred to in the MAWP.
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| 9. | What do the following columns mean in the IKAA Table in section 2.2:* Scope – is this type of IKAA (e.g. R&I; Deployment)?
* Additional Activity – is this the name of activity  (or are these the other way round?)
 | While the “scope” is to be understood by the scopes defined in Art. 147 of the [SBA](https://eur-lex.europa.eu/eli/reg/2021/2085), “Additional Activity” refers to different activities planned and foreseen by the applicant. |
| 10. | Can you please provide detailed information regarding financial contribution of an ANSP to become a SESAR 3 JU member and indicate the average financial contribution of current SESAR 3 JU members that have an ANSP status? | The conditions governing the financial contributions of SESAR 3 JU members apply to all members independently from their nature. These conditions are detailed in Art. 11, 28 and 146(1) of the [SBA](https://eur-lex.europa.eu/eli/reg/2021/2085) and detailed in Art. 8 of the SESAR 3 JU Membership Agreement. |
| 11. | Can you please clarify the benefits of being an associated member? | Becoming an associated member to SESAR 3 JU allows the selected entity to engage on a long-term basis with the Digital European Sky programme, leading it together with the European Union and the other SESAR 3 JU Members through the SESAR 3 JU Governing Board and the Programme Committee. The SESAR 3 JU Governing Board is the strategic decision-making body of the SESAR 3 JU. It decides on the long-term strategic orientation of the partnership, as well as its annual priorities, plan and budget. In addition, it adopts the European ATM Master Plan[[1]](#footnote-1) and supervises the delivery of the research and development components identified within it[[2]](#footnote-2). The role and composition of the Governing Board are detailed in the [SBA](https://eur-lex.europa.eu/eli/reg/2021/2085) (in particular in Art. 15, 16 and 17).The SESAR 3 JU Programme Committee is an advisory body of the Executive Director in the execution of his/her responsibilities[[3]](#footnote-3). The Committee is composed of one “main” representative and one “alternate” representative per Governing Board Member of the SESAR 3 JU, as well as one “main” representative and one “alternate” per Governing Board permanent observer. A summary of the main role and responsibilities of the Programme Committee is provided in Section 1.1 of the call for expression of interest. |
| *12.* | *To assist in the financial planning concerning the precise amount of direct financial contribution to be anticipated by Associated Members, could you kindly provide an estimated figure (or at least a range)?*  | *We understand your reference to “precise amount of direct financial contribution to be anticipated by Associated Members “ as reference to the “financial contribution to the administative costs of the SESAR 3 JU due by the Members other than the Union”, in accordance with Article 146 (1) of the SBA.* *Members other than the Union and EUROCONTROL shall collectively contribute to the SESAR 3 JU administrative costs up to EUR 25 000 000 until 2030.* *Article 8.2 of the Membership Agreement (available* [*here*](https://www.sesarju.eu/sites/default/files/documents/GB/2022/S3JU-LC-002-CTR%20Membership%20Agreement.pdf)*), which shall be signed by all Members (Founding and Associated Members), lays down the repartition formula supporting the calculation of the due amount of financial contribution to administrative costs and related time schedule.* *We kindly invite you to check the Membership Agreement, which any selected Associated Member will be invited to sign.*  |
| *13.*  | *We have encountered some uncertainties relating to the eligibility requirements and financial commitments expected from associated members. We believe that such information will be crucial for us to proceed with our application and to ensure our full compliance with the requirements set forth by SESAR 3 JU.Is* *legaloffice@sesarju.eu* *the right contact point for any kind of clarification needed?*  | *The functional e-mail box* *legaloffice@sesarju.eu* *is the only contact point for this call for expression of interest.* *In order to ensure the equal treatment of all potential candidates interested in becoming associated Members of the SESAR 3 JU, questions and answers shall be published (in an anonymised way) in this Q&A document.* *Potential candidates are kindly invited to regularly check the* [*Q&A document*](https://www.sesarju.eu/sites/default/files/documents/procurements/CEI%20Associated%20Members%2002-01-2023%20Q%26A.docx) *for the answers to their questions.* |
| *14.* | *To clarify the Question and Answer Nb. 1 in the current Q/A: Is the Application Form seen as A.2 to the Letter of Commitment but should be sent as own document with the indication in the heading or is under A.2 of the Letter of Commitment the section 2.2 of the Application form enough in addition to the Application form as own document?* | *As indicated in the Q&A n. 1 above, two separate documents must be submitted. The Application Form seen as A.2 to the Letter of Commitment should be sent as a self-standing document with the proper heading* |
| *15.* | *Are entities from non EU Member States eligible to become Associated Members of the SESAR 3 JU?* | *We would like to draw the attention of potential applicants established in non-EU Member States to the fact that being established in a country associated to the Horizon Europe Programme is not the only requisite to be eligible to this call for expression of interest.* *As specified in Point 6.2 of the call for expression of interest, in accordance with Article 2(3) of the SBA, legal entities established in a country associated to the Horizon Europe Programme are eligible only “****when that country has concluded at least one agreement with the Union in the field of air transport”****.**Applications of entities from non EU Member States which do not fully comply with this pre-requiste will be rejected.* |
| *16.**NEW* | *It appears that there is a discrepancy between Article 2(3) of the SBA and the criteria outlined in the call for expressions document (Point 6.2).* *The call for expressions document introduces an additional criterion requiring a country associated with the Horizon Europe Programme to have concluded at least one agreement with the Union in the field of air transport.* *Could you please provide clarification on whether Türkiye is eligible for application based on the current criteria??* | *We would like to stress that the eligibility criteria in the call for expression of interests are fully compliant with the provisions of the SBA.**The SBA is broken down into 3 dedicated parts amongst which can be found:** *Part 1: common provisions*
* *Part 2: specific provisions of individual joint undertakings*

*Article 2(3) (Part 1 of the SBA) lays down generic definitions applicable to all the Joint Undertakings.* *For SESAR 3 JU, this definition shall be read in light of Article 144(3) (Part 2 of the SBA), which governs the selection of its associated members and reads as follows: “Any public or private entity or body including those from third countries that have concluded at least one agreement with the Union in the field of air transport may be selected as associated members of the Single European Sky ATM Research 3 Joint Undertaking”.**This regulatory pre-requisite is strictly reflected by Point 6.2 of the call for expression of interests.**Considering that to date Türkiye has not concluded any agreement with the European Union in the field of air transport, Turkish legal entities are not eligible for this call for expression of interest.*  |
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1. As per article 150 of the Single Basic Act [↑](#footnote-ref-1)
2. As per article 151 of the Single Basic Act [↑](#footnote-ref-2)
3. As per decision of the Executive Director ref. S3JU/ED/015 on the Establishment of a Programme Committee as Advisory Body to the SESAR 3 Joint Undertaking Executive Director adopted on 25/04/2022 [↑](#footnote-ref-3)