

**Open Call for Submission of Grant Applications for Initiatives financed from the Fund for Bilateral Relations at Programme Level – measure „B“ under the Programme CZ11 funded from Norway Grants 2009 – 2014**

On 17 February 2015, the Ministry of Finance, the Operator of the Fund for Bilateral Relations at Programme Level – measure „B“

announces the Open Call for submission of Grant Applications for Initiatives financed from the Fund for Bilateral Relations at Programme Level – measure “B” under the programme CZ11 funded from Norway Grants 2009 – 2014.

Applications can be submitted continuously from the date of the announcement of the Call for proposals until April 30, 2016 or until the total allocation is used<sup>1</sup>.

**The allocated amount under the Open Call is 4.955.632 CZK,  
that means 187.005 EUR.**

The minimum and maximum grant amount per initiative: **53.000 – 530.000 CZK, that means  
2.000 – 20.000 EUR**

I. Scope of the Fund

The objective of the Fund is to enhance the development and strengthening cooperation between Project Promoters and entities in the donor states and/or international organizations during the implementation of approved projects, pre-defined projects and/or subprojects within the framework of a small grant scheme under the programme CZ 11. The cooperation shall be based on the exchange, sharing and transfer of knowledge, technology, know-how, experience and best practices in relation to the subject matter of the approved project.

II. Eligible applicants

Applicants eligible to draw on the Fund are all final beneficiaries of approved projects, pre-defined projects (and/or Small Grant Scheme sub-projects) under programme CZ11, whose intention is to get financial support for their supplementary bilateral initiatives that are not part of the approved project and that will be implemented:

- a) in cooperation with the project partner<sup>2</sup>;
- b) in cooperation with institutions from the donor states and/or international organizations competent in the subject matter of the project implementation (i.e.

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<sup>1</sup> Grant Application must be submitted in accordance with the Guidelines for Applicants and Final Beneficiaries from the Fund for Bilateral Relations at Programme Level – measure “B”, available at [www.norwaygrants.cz](http://www.norwaygrants.cz).

<sup>2</sup> Partner organisation from the Donor State means a subject from an EFTA country (Iceland, Liechtenstein, Norway) and/or international organizations including and the European Union Agency for Fundamental Rights, bound to the Final Beneficiary by the Partnership Agreement.

actively involved in the area of project implementation for a minimal period of 1 year).

Projects financed from Norway funds may only be implemented with institutions from Norway.

### III. Eligible initiatives

The Fund is designed to finance targeted one-off or short-term supplementary initiatives in approved projects, pre-defined projects and/or subprojects within the framework of a small grant scheme under the Programme CZ 11. These are not the initiatives crucial for achieving planned outcomes and outputs of the project/sub-project.

Initiatives, representing contribution to the implemented project and bringing knowledge or experience of the bilateral partner to the project, will be supported.

#### **Fund for Bilateral Relations is not intended to finance planned project initiatives.**

Eligible initiatives that may be financed from the Fund are activities forging stronger bilateral relations during the implementation period of approved projects/sub-projects. Such activities are not part of the original planned budget and are implemented in cooperation with a project partner or international institutions or institution from the donor state. These are particularly:

Following initiatives will be financed from the Fund:

- study and work trips, work visits and bilateral working meetings with aimed at sharing experience and know-how, transferring best practices;
- bilateral meetings, workshops, seminars;
- conferences aimed at bi-/multilateral meetings, presentations and building on contacts and working relations;
- the production of studies, analyses and documentation, data collection, their sharing and exchange to strengthen the cooperation between the Final Beneficiaries and entities in Donor States;
- information and promotional initiatives to strengthen bilateral partnerships.

### IV. Eligible expenditures and their reimbursement

According to Article 7.7 of the Regulation on the implementation of the Norwegian Financial Mechanism 2009-2014 adopted by the Norwegian Ministry of Foreign Affairs, following categories of expenditure are eligible for funds:

- fees and travel costs for participation in conferences, seminars, courses, work meetings and workshops;
- travel costs for study trips abroad;

- travel costs, per diems and salary costs for visits by experts;
- costs related to studies, including feasibility studies, and preparation of financial, economic and technical analyses;
- costs of conferences, seminars, working meetings and workshops, interpreting and translations of working materials;
- costs for promotional and information activities aimed at strengthening bilateral relations;
- external consultancy fees.

Dates of the eligibility of expenditures to be covered by the Fund are given in the Grant Award Approval Letter and subsequently in the Grant Award legal act. The final date for the eligibility of expenditures is 1 month after the completion of all initiatives financed from the Fund. Expenditures will be eligible no later than the last date of the eligibility of the programme expires.

The mechanism of eligible expenditures reimbursement (in CZK) is based on **ex-post** payments of incurred costs after the Final Report on the initiative implementation has been approved by the Fund Operator.

#### V. Submission of the grant application

Applicants eligible to draw on the Fund submit their Grant Application for Initiatives financed from the Fund for Bilateral Relations at Programme Level using the IS CEDR information system. After the implementation of all approved activities specified in the application, the Final Beneficiary will fill in a Final Report on the initiative implementation in the IS CEDR, with the payment request attached. Method of application submission, application evaluation procedure by the Fund Operator, system of the ex-post reimbursement of expenditures and Final Report submission procedure, including the detailed information about the IS CEDR, are described in the Guidelines for Applicants and Final Beneficiaries from the Fund for Bilateral Relations at Programme Level – measure “B”. Guidelines are also available at [www.eeagrants.cz/www.norwaygrants.cz](http://www.eeagrants.cz/www.norwaygrants.cz).

Grant applications will be submitted **on a continuous basis**, starting **from the date of the call launch**.

Evaluation of formal requirements and eligibility will be followed by the evaluation of the application relevance to initiatives and objectives implemented within the approved project, the scope of strengthening bilateral relations and the compliance with the Bilateral Fund objectives. Applications will be evaluated in the order according to the application submission date in the IS CEDR.

The application shall be submitted **in the Czech language** in given format and the **requested grant amount shall be given in CZK**. The form of Grant Application for Initiatives financed from the Fund for Bilateral Relations at Programme Level is included in the Guidelines for Applicants and Final Beneficiaries from the Fund for Bilateral Relations at Programme Level – Measure “B”. Submitting an application does not constitute a legal grant award claim. Method of application submission in the IS CEDR, system of the ex-post reimbursement of expenditures and Final Report submission

procedure, are described in **the Guidelines for Applicants and Final Beneficiaries from the Fund for Bilateral Relations at Programme Level – Measure “B”**. The document is also available online at [www.norwaygrants.cz](http://www.norwaygrants.cz).

#### VI. Further information

Questions may be sent electronically to: [fmrealizace@mfcz.cz](mailto:fmrealizace@mfcz.cz). Replies will be sent by email within 10 calendar days. Based on the assessment of the implementation of the Fund and after mutual agreement with the donors, conditions of the Call for Proposals may be revised. Information on each revision will be always published at [www.norwaygrants.cz](http://www.norwaygrants.cz) before the revision enters into force.