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# Programme CZ – Human Rights

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Area of Support: Roma Inclusion and Empowerment

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Open Call for proposals of projects to be funded from the Norway Grants 2014-2021

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Call Title: Capacity building of Roma advisors

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## The Ministry of Finance as the Programme Operator

announces on 23 June 2020, Open Call for proposals of projects to be funded from **the Norway Grants 2014-2021** under the **Programme CZ – Human Rights** focusing on the Area of Support ‘**Roma Inclusion and Empowerment**’.

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### I. Identification and Timetable of the Call

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<b>Programme Operator</b>	<b>Ministry of Finance of the Czech Republic</b>
<b>Call Code</b>	<b>HROVA1B</b>
<b>Call Title</b>	<b>Capacity building of Roma advisors</b>
<b>Call Announcement Date</b>	<b>23. 06. 2020</b>
<b>Opening date and time for the receipt of applications</b>	<b>23. 06. 2020; 12:00</b>
<b>Closing date and time for the receipt of applications</b>	<b>30. 11. 2020; 12:00</b>

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### II. Objective and Focus of the Call

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One of the **objectives of the Programme Human Rights is to support the inclusion and empowerment of Roma in the Czech society. To achieve this goal, it is necessary to develop appropriate measures that will ensure effective support to municipalities for the integration of the Roma minority.**

Development of cooperation between Roma civil society and all relevant actors at regional and local level is also an important prerequisite for the effective implementation of the objectives and measures of the ‘Roma Integration Strategy up to 2020’ and the forthcoming ‘Roma Integration Strategy 2021-2030’. Although municipalities with extended scope of authority (hereinafter ORP) and regions are responsible for support of Roma integration and facilitating the exercise of Roma rights at regional and local level, especially in the ORPs, insufficient personnel capacity is reserved for this purpose.

The Call focuses on capacity building of ORP employees (Roma advisors) to ensure their tasks in facilitating the exercise of the rights of the Roma minority and the integration of the Roma community into society, according to Act No. 273/2001 Coll. as amended. The capacity building of Roma advisors is also aimed at strengthening the implementation of the Roma Integration Strategy at local level. The Call also aims to support the anchoring of cooperation of Roma advisors with local Roma and pro-Roma organizations or Roma platforms, which bring together Roma representatives and contribute to the integration of the Roma minority into society. In addition to supporting the capacity building of Roma advisors, activities aimed at education of Roma advisors will also be supported, as well as training of relevant employees of municipalities and regions cooperating with members of the Roma minority. In this way, Roma non-governmental organisations (hereinafter NGOs) and Roma representatives will be encouraged to engage in public affairs at local level.

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### III. Allocation of the Call

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The financial allocation of the Call decisive for the selection of the projects to be funded is **1 320 000 EUR (34 320 000 CZK)**.

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### IV. Eligible Applicants

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Eligible applicants are:

- **Municipalities with extended scope of authority**, according to Act No. 314/2002 Coll., on the Establishment of Municipalities with Authorized Municipal Office and the Establishment of Municipalities with Extended Competence, as amended.
- **The City of Prague**, according to Act No. 131/2000 Coll., on the City of Prague, as amended;
- **Regions**, according to Act No. 129/2000 Coll., on Regions (Regional Establishment), as amended;

Potential applicants are not entitled to participate in the call if:

- They are in liquidation, insolvency, impending bankruptcy or if insolvency proceedings are brought against them within the meaning of Act No 182/2006 Coll., on insolvency and the means of its resolution (the Insolvency Act);
- They have tax arrears in the tax records or arrears of insurance premium or of penalty on public health insurance or social security and national employment policy contributions<sup>1</sup>;
- Recovery orders have been issued against them after a previous decision of the European Commission declaring that the provided aid is unlawful and incompatible with the common market;

Each applicant is allowed to submit only one application under this Call.

The conditions of applicant eligibility are assessed during the project appraisal and selection and must be met as of the date of submitting the grant application. Applicants use a solemn declaration in the grant application to state they meet the requirements of the previous paragraph.

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### V. Eligible Partners and Support for Donor Partnership Projects

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The application must be submitted in **partnership with at least one NGO** established as a legal person in the Czech Republic having **one of the following legal forms**:

- Association according to Act. No. 89/2012 Coll., the Civil Code as amended; Subsidiary Association representing an organizational unit of an Association is not considered an eligible project partner;
- Institute according to Act No. 89/2012 Coll., the Civil Code, as amended;
- Special-purpose entity of a registered church and religious society established by the church and religious society for the provision of charitable services according to Act No. 3/2002 Coll.,

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<sup>1</sup> The no-arrears conditions are met if the tax payer has been permitted to delay the payment of tax or to pay tax in instalments pursuant to Section 156 of Act No 280/2009 Coll., the Tax Code, or to pay insurance premium and penalty in instalments pursuant to Section 20a of Act No 589/1992 Coll. on contributions to social security and to the national employment policy.

- on freedom of religion and status of churches and religious societies and amending certain laws as amended;
- Public benefit organization according to the to Act No. 89/2012 Coll., the Civil Code, as amended, that refers to the Act No. 248/1995 Coll., on public benefit organizations and on amendments to certain acts, as amended (hereinafter referred to as public benefit organization);
  - Foundation or endowment fund according to the Act No. 89/2012 Coll., the Civil Code, as amended.

NGOs in the role of mandatory project partner are subject to the condition of minimum 1 year existence, to be documented by completing the mandatory annex to the application *Declaration on Organization's Activities*.

Within the quality assessment of the application, projects implemented in partnership with Roma/pro-Roma NGO(s) that is engaged in activities in favour of the Roma minority for at least 1 year will be awarded extra points. The priority of the Norway Grants 2014-2021 is also to strengthen partnership between the Czech entities and entities from Norway. The grant applications can therefore be submitted in **partnership with relevant partner institutions from Norway**. Eligible expenditure on supporting and strengthening the partnership can be included in the project budget. Application can be submitted in partnership with other public or private, commercial or non-commercial entities, including NGOs established as legal persons in Norway, the Czech Republic or in other Beneficiary States and international organizations or their agencies actively and effectively participating in the implementation of the project (e.g. with Czech public institutions<sup>2</sup>, educational institutions etc.). There is no limit to the maximum number of these additional partners.

Natural persons are not eligible partners.

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## **VI. Eligible Activities, Period of Project Implementation and Sustainability**

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The Call supports following types of areas:

**1) Creation of an accredited training course for Roma advisors or public administration employees and its piloting** (Accreditation according to Section 117 et seq. of Act No. 108/2006 Coll., On Social Services).

— The course must cover following topics:

- legislation concerning national minorities, in particular Act No. 273/2001 Coll., on the rights of persons belonging to national minorities and amending certain acts, as amended; Act No. 129/2000 Coll., on Regions, as amended; Act No. 128/2000 Coll., on municipalities (municipal establishment);
- Roma history with an emphasis on the period 1939 - 1945 and after 1945;
- Roma culture - literature, visual arts, film, music;
- Roma education, including the Romani language;
- social exclusion of the Roma in the Czech Republic - aspects, causes and consequences;

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<sup>2</sup> In this context, a public institution is considered to be a national or regional institution which provides services or has administrative competence throughout the country or region and is active in the field of school education.

- discrimination - legislative anchoring (Act No. 198/2009 Coll., on equal treatment and on legal means of protection against discrimination and on amending certain acts, as amended), definitions, areas, reasons, examples, forms, possibilities of defence;
- antigypsyism - as a specific form of racism directed against the Roma with a focus on hate violence and defence opportunities<sup>3</sup>.

The above stated list of topics is not fully exhaustive. If necessary, other relevant topics related to Roma integration can be included into the content of the course. An applicant of a project focusing on this area is obliged to complete the Annex *Detailed Course Specification*. We also recommend to establish a project partnership with an educational institution providing tertiary education.

**2) Capacity building of Roma advisors**, in the form of one or more of the following types of eligible activities:

- networking<sup>4</sup> of Roma advisors and relevant actors in the area of Roma integration (including regional coordinators);
- establishment of a coordination platform at regional or municipal level with extended competence to exchange experience and know-how; the members of the platform are, in particular, Roma advisors, regional coordinators, Roma representatives and representatives of local and regional Roma platforms;
- creation of a Roma advisor job position or increasing the employment contract of a Roma advisor to enable him/her to carry out tasks in facilitating the exercise of the rights of the Roma community and the integration of the Roma community into society;
- participation of Roma advisors in educational activities aimed at acquiring knowledge and competences in order to promote Roma integration and to implement the Roma Integration Strategy at the local level; in addition, the participation of relevant employees of local and regional authorities who cooperate with members of the Roma minority (e.g. regional coordinators);
- study visits and internships of Roma advisors (additionally also of relevant employees of local and regional authorities who cooperate with members of the Roma minority, such as regional coordinators) at relevant workplaces in the Czech Republic or Norway, which will contribute to the achievement of the planned project outputs.

The key project activities must be directly linked to the above mentioned supported activities. Priority will be given to coherent projects that systematically support building Roma civil society, in which more than one of the above listed activities will be combined (it refers only to the type of activity area 2). Other types of activities in the area **2) Capacity building of Roma advisors** beyond the scope of the listed ones are not eligible; the applicant is obliged to select at least one

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<sup>3</sup> The European Commission against Racism and Intolerance of the Council of Europe (ECRI) has defined in its Recommendation on Combating Anti-Gypsyism and Discrimination Against Roma (ECRI General Policy Recommendation no. 13), anti-gypsyism as a “specific form of racism, an ideology based on racial superiority, a form of dehumanization and institutional racism based on historical discrimination, manifested inter alia by violence, verbal hate expression. Available at: <https://rm.coe.int/ecri-general-policy-recommendation-no-13-on-combating-anti-gypsyism-an/16808b5aee>

<sup>4</sup> Networking in terms of formal or informal networking of people and organizations that enable their mutual communication and cooperation. Network actors can share resources, skills, contacts and knowledge with each other, seeking to achieve the same or similar goals. In SCHURINGA, Leida, Community Work and Roma Inclusion, 2007.

type of eligible activity from the above mentioned list. At the same time, the Roma advisor must be included in the structure of the municipal office of the ORP.

Projects, in which Roma shall be directly involved in project activities, will be awarded extra points within the quality assessment of the application.

Project activities must be conducted in the territory of the Czech Republic and/or in the territory of the project partners in Norway. **The minimum project duration is 24 months.** The deadline for completing the project implementation and all its activities is **30 April 2024.**

Following completion of a project focusing on the area **2) Capacity building of Roma advisors**, the ORP must sustain the position of Roma advisor at minimum as a half-time job position for at least 2 years.

## VII. Programme Objectives and Project Relevance

The objective of the Programme is to improve the situation in the area of human rights and combat discrimination and extremism in the Czech Republic. In the Programme area No. 7 - Roma inclusion and empowerment, the Call HROVA1B focuses on building capacity of Roma advisors.

In order to measure the achievements of the Programme and its impact, expected Programme outcomes and outputs were identified, the indicators of which will enable to monitor and evaluate the Programme's progress. Projects to be supported under this Call shall contribute to the fulfilment of the Outcome 1 and the Output 1.2 (listed in the table below).

An applicant shall describe the relevance of the intended project to the overall objective of the Programme, its outcome and output, and set the purpose of the project in line with the focus of the Call.

In addition to the pre-defined mandatory indicators, an applicant can also select additional indicators from the list of facultative Programme indicators that are relevant to their project. An applicant will determine planned target values for both mandatory and facultative indicators (i.e. set realistic value to be achieved by the project implementation). The value of the indicators' baseline (i.e. the situation before the project started) is by default set to zero. Progress towards the fulfilment of the set target values will be monitored during the project implementation through monitoring reports that will be submitted three times a year for every four months of project implementation.

An applicant selects indicators from the list of Programme indicators applicable to this Call from the table below:

<b>Programme Objective</b>	<b>Human rights situation improved and discrimination and extremism combatted at national level</b>
<b>Programme Outcome 1</b>	<b>Enhanced inclusion and empowerment of Roma</b>

		<b>Further Specification</b>
<b>Outcome 1 indicators</b>	Number of Roma reached by empowerment measures	Mandatory indicator, monitoring indicator, target value to be disaggregated by gender

Number of jobs created

Optional indicator, monitoring indicator, target value to be disaggregated by gender and age

**Programme  
Output 1.2**

**Roma participation in decision making processes supported**

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<b>Output 1.2 indicators</b>	Number of Roma or pro-Roma organizations directly funded	Optional indicator, binding target value
	Number of Roma advisors trained	Mandatory indicator, binding target value, target value to be disaggregated by gender and ethnicity

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Note:

Mandatory means that respective outcome/output/outcome indicator/output indicator must always be selected.

Optional means that the respective output indicator can be chosen if it is relevant to the planned key activities listed in chapter VI.

**The Programme output and target values of selected output indicators are binding** as linked directly to the project activities and the project budget.

**The project implementation shall contribute to reaching the Programme outcome**, the achievement of which may depend on factors out of the project promoter's control. The target value of the Programme outcome indicator will be collected for monitoring purposes; eventual failing to achieve the target value will have to be justified in a monitoring report.

An applicant also defines outputs of project activities and their indicators. **The outputs of project activities and set indicator target values are binding** as directly linked to the project activities and the project budget.

In case the project will be implemented in cooperation with a donor partner, the applicant shall select relevant pre-defined bilateral indicators in the grant application. The bilateral cooperation will be measured on the knowledge and expertise gained from the partnership.

Detailed information on the Programme outputs and outcomes including their definitions and further information on setting of project activities outputs are provided in the Guideline for Applicants.

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## **VIII. Eligible Expenditure**

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Rules on the categories and types of eligible expenditure are laid down in Chapter 8 of the Regulation on the Implementation of the Norwegian Financial Mechanism 2014-2021. They are further described in the **Guideline for Applicants and the Guideline of the National Focal Point for Eligible Expenditures under EEA/Norway Financial Mechanisms 2014-2021**.

**Investment costs are not considered eligible for support under this Call.**

Investment expenditures means the acquisition of tangible and intangible fixed assets and the acquisition of real estate and / or land as specified in Chapters 3.1.3 and 3.1.5 of the National Focal Point Guide for Eligible Expenditures under EEA/Norway Financial Mechanisms 2014-2021.

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## **IX. Grant Amount – Co-financing – Advance Payments – System of Payments**

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The minimum grant amount is 50,000 EUR CZK (1 300 000), the maximum grant amount is 300,000 EUR (7 800 000 CZK).

The maximum project grant rate is shown in the table below.

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<b>Type of applicant</b>	<b>Grant (Norway Grants 2014- 2021 + state budget)</b>	<b>Co-financing by the project promoter</b>
Municipality with extended competence, City of Prague, Region (according to the Chapter IV Eligible Applicants)	100 %	0 %

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**The final date for eligibility of expenditure is 30 April 2024.**

An applicant may apply for an advance payment for up to 60 % of the awarded grant. The applicant will justify the advance payment request in the grant application. In accordance with Act No. 218/2000 Coll., On Budget Rules, the advance payment is not provided to public entity associated with state budget.

Project promoter's expenditures will be reimbursed based on the expenses actually incurred (payment requests will be submitted together with the monitoring reports; monitoring reports shall be submitted every four months). The project promoter will provide lists of expenditures including required documents. The final payment (maximum 10% of the grant) will be reimbursed after the approval of the final monitoring report.

**There is no legal claim for the grant.**

**The Programme Operator reserves the right not to distribute all the funds available.**

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## **X. Drawing up and Submitting the Grant Application**

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Grant applications must be filled in and submitted only electronically through the information system CEDR (IS CEDR) by 30. 11. 2020 12:00 p.m.

The grant application and its annexes will be drawn up in the Czech language (only given fields such as the Brief Project Summary a will be filled in English) and provided in the standardised format (if the standardised format is requested for the given annex - see the Guideline for Applicants).

The planned project expenditures will be calculated in CZK.

Information on drawing up and submitting the application is provided in this Call and detailed in the Guideline for Applicants and captions and help comments in the IS CEDR.

— The Guideline for Applicants is available at [www.norskefondy.cz](http://www.norskefondy.cz).



- The application must be accompanied by all mandatory annexes - see the Guideline for Applicants. Standardised annexes can be downloaded from the IS CEDR and [www.norskefondy.cz](http://www.norskefondy.cz).
- In the course of the appraisal of the grant application, the applicant may be asked to provide additional supporting documents or data necessary for the decision on the grant award, including the request to submit paper form of some annexes. As part of the verification, the Program Operator may recommend the applicant to modify the grant application.
- The mandatory data to be filled in the grant application include information on all consultants involved in the preparation of the grant application.

### **Technical requirements and recommendation**

- The IS CEDR can be accessed at [www.norskefondy.cz](http://www.norskefondy.cz); clicking the CEDR button.
- In case of technical difficulties with the preparation and submission of the grant application, it is possible to contact the hotline; contacts to be found at IS CEDR homepage, menu Contacts.
- The grant application and its annexes can be filled in gradually in the IS CEDR, the system supports continuous saving of already completed parts.
- The application and relevant requested annexes must be signed with a qualified electronic signature of the statutory or authorised representative of the applicant.
- Only information available in the grant application and its annexes will be considered for the process of project appraisal and selection. All parts of the grant application must be therefore filled in carefully, specifically and clearly.
- We recommend submitting the application sufficiently in advance before the deadline of the Call. Leaving the submission of the application to the last minute could cause problems due to the system overload.

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## **XI. Publicly Accessible Documents for the Implementation of the Norway Grants 2014 - 2021**

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Documents (Regulations, guidelines and methodologies) are accessible on the following websites:

### **Financial Mechanism Office**

(mainly Regulation on the Implementation of the EEA Financial Mechanism 2014-2021, also Communication Manual, and other Guidelines including on Results reporting and Monitoring)

[www.eeagrants.org](http://www.eeagrants.org)

### **National Focal Point**

(mainly the Guideline of the NFP for Eligible Expenditures)

[www.mfcr.cz](http://www.mfcr.cz),  
[www.norwaygrants.cz](http://www.norwaygrants.cz)

### **Programme Operator**

[www.eeagrants.cz/humanrights](http://www.eeagrants.cz/humanrights)

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## **XII. Process of Application Appraisal and Project Selection**

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The phases of the project appraisal to be applied in the selection process of applications submitted under this Call include:

### **1) Assessment of the formal requirements and eligibility**

The formal requirements and eligibility will be assessed by the Programme Operator according to the defined criteria.

Applications that do not meet the criteria of formal requirements and eligibility will be excluded from the further appraisal. The applicant may appeal against the exclusion of the application due to a failure to meet the formal requirements and eligibility through the IS CEDR within 15 days after receiving the decision on the rejection of the application.

The applicant will be informed of any shortcomings identified that are related to correctable criteria (e.g. completeness and legibility) through the IS CEDR and invited to make corrections of the annexes to the application. The application itself cannot be amended after its submission. Formal and eligibility criteria set out in the Open Call are further detailed, including the information on whether they are correctable, in the Annex of the Guideline for Applicants (Checklist for the applicant to self-assess the compliance with formal and eligibility criteria).

### **2) Assessment of the quality of the application by external evaluators**

Each application is assessed by two external evaluators. The resulting score of the grant application is the arithmetic average of the scores of both evaluators. Please see Chapter XIII below for the detailed list of the quality criteria.

If the difference between the total scores of the evaluators is higher than 30 % of the value of the higher score, the application will be assessed by a third evaluator. The resulting score will be calculated as an arithmetic average of total scores from two evaluations, for which the total scores are closest to each other.

### **3) Assessment of the applications by the selection committee**

The selection committee receives a list of all projects that have been assessed in terms of quality. The projects are listed in order of the resulting score given by external evaluators (arithmetic average of scores). The selection committee discusses the submitted projects and submits a list of recommended projects including reserve projects to the Programme Operator - the Ministry of Finance - for the verification.

### **4) Verification by the Programme Operator**

The Programme Operator verifies the process of appraising the applications including the verification of each of the recommended applications.

### **5) Approving/ disapproving the grant**

Based on the result of the verification, the Programme Operator decides on approving/ disapproving the grant and informs the applicant about the next steps. A grant approval letter and subsequently a legal act on grant award are issued to the successful applicants. Unsuccessful applicants receive a legal act on not awarding the grant.

Start of the approved projects implementation is expected 5 months after the Call closing date for receipt of applications (i.e. May 2021).

### **Information on the conditions of state aid**

Projects, the financing of which would constitute state aid and require a notification to the European Commission, cannot be supported under this Call.

If relevant, projects might not be supported from public sources at the maximum extent as defined in Section VIII of this Call. This concerns the groups and categories of state aid where the GBER<sup>5</sup> must be applied - General Block Exemption Regulation (which assumes, if certain conditions are met, compatibility of the aid with the EU internal market is ensured and therefore the relevant aid can be provided without the necessity of a detailed examination by the European Commission). Another case is the provision of support in the form of de minimis (due to low amounts of aid, it is not considered state aid as it does not meet all aspects of the definition of state aid pursuant to Art. 107 of the TFEU).

### **Information about the complaint mechanism**

The implementation of the Norway Grants is based on the principles of transparency, openness and accountability with no tolerance for corruption or misuse of grants. In accordance with these principles, the applicant has the right to lodge a complaint regarding suspected abuse or irregularities related to the Norway Grants. A complaint may be submitted in the following ways:

— **electronically** by email: [stiznosti-czp@mfcz.cz](mailto:stiznosti-czp@mfcz.cz)

— in writing - by post to:

Ministry of Finance  
Department 58 - International Relations  
Unit 5804 - Center for Foreign Assistance - Preparation and Coordination  
Letenská 15  
118 01 Prague 1

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<sup>5</sup> **Commission Regulation (EU) No 651/2014** of 17 June 2014 declaring certain categories of aid compatible with the internal market in application of Articles 107 and 108 of the Treaty, so-called **General Block Exemption Regulation**

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## XIII. Criteria for Formal Requirements, Eligibility and Quality

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### 1) Formal requirements criteria

- The application was submitted within the due period set in the Call.
- The application is drawn up in the required language in line with the Call.
- All mandatory data are filled in the application.
- The application is electronically signed by a statutory representative of the applicant or an authorised person.
- All mandatory annexes are complete and are provided in the required form in line with the Call and the Guideline for Applicants.
- The applicant submitted 1 application<sup>6</sup>.

### 2) Eligibility criteria

- The applicant is eligible.
- Mandatory project partnerships are included.
- The partner/partners is/are eligible .
- The project complies with the focus of the Call (Programme area, outcome, outputs).
- The place of the project implementation complies with the conditions of the Call.
- The expected duration of the project implementation is in line with the minimum and the maximum period of implementation set in the Call.
- The requested amount of grant complies with the conditions set in the Call.

### 3) Quality criteria

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#### Detailed criteria for assessing the application quality

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Evaluation criterion	Max. score for the criterion (out of 100 possible)
<b>1 Capacity and readiness of the applicant to implement the project</b>	<b>15</b>
1.1 The organizational and management structure of the project is effective and clearly described, including the division of responsibilities and competencies to ensure particular steps in implementation. The roles of each partner are clearly described.	15
<b>2 Relevance and significance of the project</b>	<b>45</b>
2.1 Project clearly contributes to the fulfilment of the Programme outcome	10

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<sup>6</sup> If the applicant submits more than 1 application, only the application submitted as first, will be considered and other applications will be automatically excluded.

and output stated in the Call.

2.2 The ORP/region addresses the Roma integration and/or social inclusion within its strategic documents. The strategic document is in line with the National Roma Integration Strategy (reference to the national strategy, respect and promotion of non-discrimination and desegregation).

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2.3 The project envisages creating/increasing of at least one contract of a Roma advisor (RA) to ensure tasks in facilitating the exercise of the rights of the Roma community and the integration of the Roma community into society.

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a) creation of a new job contract for a RA:

- creation of a new job contract for a RA - 0,5 time job (5 points)
- creation of a new job contract for a RA - 0,6 time job (6 points)
- creation of a new job contract for a RA - 0,7 time job (7 points)
- creation of a new job contract for a RA - 0,8 time job (8 points)
- creation of a new job contract for a RA - 0,9 time job (9 points)
- creation of a new job contract for a RA - 1,0 time job (10 points)

b) increase of hours of work in a current contract of a RA:

- increase of hours of work in a current contract of a RA to 0,5 time job (always 1 point for the increase of 0,1)
- increase of hours of work in a current contract of a RA to 0,6 time job (6 points)
- increase of hours of work in a current contract of a RA to 0,7 time job (7 points)
- increase of hours of work in a current contract of a RA to 0,8 time job (8 points)
- increase of hours of work in a current contract of a RA to 0,9 time job (9 points)
- increase of hours of work in a current contract of a RA to 1,0 time job (10 points)

2.4 The project envisages direct involvement of the Roma in the project implementation.

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2.5 The project is implemented in a partnership with Roma or pro-Roma NGO(s) established as a legal entity in the Czech Republic that is engaged in activities in favour of the Roma minority for at least 1 year.

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- 1 NGO (3 points)
- 2 NGOs (6 points)
- 3 and more NGOs (10 points)

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### **3 Activities, outputs and risks of the project**

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3.1 The activities and outputs of the project are clearly defined and their implementation is feasible at the same time. The activities are eligible, interrelated and directed towards suitably designed outputs. Proposed

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activities are necessary for the fulfilment of the project purpose.

3.2 The proposed time schedule of project implementation is clear, consistent and realistic, reflecting the content of project activities and their order. 5

3.3 The results framework of the project provides clear and transparent information on the relevance of the project to the Programme, including a clearly defined purpose of the project and relevant indicators. The target values of the indicators are realistic, the indicators are quantified and objectively measurable in both quantity and time. The sources of verification of indicators are listed and will be available and suitable for verifying the target values of the indicators. The purpose of the project is in line with the desired outcome and output of the Programme. 10

3.4 The risks of the project are clearly defined and relevant, including a proposal of elimination measures to be adopted in order to secure smooth project implementation. 5

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**4 Cost-effectiveness and sustainability 15**

4.1 A detailed project budget is indicated for the entire project period. Expenditures are eligible, the budget items are necessary for the implementation of the project activities and correspond to the project content. A clear quantification of budget items including measurable units are provided. 5

4.2 Total project costs are adequate to deliver expected project outputs. The amount of each budgetary item is reasonable and proportionate. 5

4.3 The proposed project activities and their outputs have the potential to generate long-term benefits for project target groups and enhance development of further activities and sustainability of the applicant. 5

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**Total 100**

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### **Weighted point evaluation**

The minimum score of the application to advance to the next stage of evaluation is 50 points. In order to ensure the highest level of objectivity, each external evaluator shall separately assess the fulfilment of each criterion using the below described 0-5 scale (except for the criterion where only one of the scoring options is selected). The final score for each criterion is calculated by applying the percentage rate derived from the maximum amount of points that can be obtained for the given criterion. For example, a criterion with a maximum of 10 points will be graded 4 (Good) by the evaluator. The resulting number of points for this criterion will be 8 points, i.e. 80% of the maximum number of points that can be earned for this criterion.

0 – The project does not meet the evaluated criterion or the criterion cannot be evaluated due to missing or incomplete information (the criterion is awarded 0% of the maximum score for the criterion).

1 – Very poor. The criterion has only been fulfilled in a superficial and unsatisfactory manner (the criterion is awarded 20% of the maximum score for the criterion).

2 – Poor. There are serious and substantial shortcomings concerning the given criterion (the criterion is awarded 40% of the maximum score for the criterion).

3 – Satisfactory. Although the project addresses the given criterion from a broad perspective, there are shortcomings that would require corrections (the criterion is awarded 60% of the maximum score for the criterion).

4 – Good. The project fulfils the given criterion, however space for improvement is left (the criterion is awarded 80% of the maximum score for the criterion).

5 – Excellent. The proposal successfully addresses all aspects of the given criterion (the criterion is awarded 100% of the maximum score for the criterion).

The total score is calculated as the sum of the awarded points for each criterion.

The maximum score is 100 points in total.

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## **XIV. Information on Providing Consultations on the Call**

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Any queries concerning the Call (e.g. submission of the application, conditions of the Call, the method of appraisal and grant award) can be sent by e-mail to:

- [NF.lidskaprava@vlada.cz](mailto:NF.lidskaprava@vlada.cz) (questions related with the conceptual aim of the Call and project ideas);
- [czp@mfcrcz.cz](mailto:czp@mfcrcz.cz) (technical questions, e.g. eligibility of expenditures, co-financing, indicators etc.).

The queries may be raised no later than 5 working days before the final date for submitting the grant applications. The reply will be sent to the applicant within 5 working days, at the latest on the last day of the Call. Only replies given in writing are binding.

Frequently asked questions and answers will be published in the section Questions and Answers [www.norskefondy.cz](http://www.norskefondy.cz).