

**2<sup>nd</sup> Update of 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 CZ14 funded by the Norway Grants 2009 – 2014**

The Ministry of Finance, the Operator of the Fund for Bilateral Relations at Programme Level – measure „B“

updates the 1<sup>st</sup> Open Call (announced on 11 February 2015) for submission of Grant Applications for Initiatives financed from the Fund for Bilateral Relations at Programme Level – measure “B” under the programme CZ14 funded by the Norway Grants 2009 – 2014.

Applications can be submitted **continuously** from the date of the announcement of the Call for proposals until 31 December 2016 or until the total allocation is used<sup>1</sup>.

**The allocated amount under the 1st Open Call is CZK 1 566 495, that means EUR 59 113.**

The minimum grant amount per initiative: **CZK 53 000 (EUR 2 000)**  
The maximum grant amount per initiative: **CZK 530 000 (EUR 20 000)**

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 the pre-defined projects under the programme CZ 14. The cooperation shall be based on 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 benefit from the assistance from the Fund are **all final beneficiaries** of the pre-defined projects under programme CZ 14, who have been implementing the project or have accomplished the project implementation and whose intention is to get financial support for their supplementary bilateral initiatives that are not part of an approved project and that will be implemented:

- a) in cooperation with the project partner<sup>2</sup>;

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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, bound to the Project Promoter by the Partnership Agreement.

- b) in cooperation with institutions from the donor states and/or international organizations (including the Organisation for Security and Cooperation in Europe, OSCE, and the Council of Europe, CoE) competent in the subject matter of the project implementation (i.e. actively involved in the area of project implementation for a minimal period of 1 year).

### III. Eligible initiatives

The Fund is designed to finance targeted **one-off or short-term supplementary initiatives** in approved pre-defined projects under the programme CZ 14. These are not the initiatives crucial for achieving planned outcomes and outputs of the projects.

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

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 institution from the donor state and/or international organisations.

Following initiatives will be financed from the Fund:

- study and work trips, **study/exchange stays**, work visits and working meetings aimed at sharing experience and know-how, transferring best practices;
- bilateral/multilateral meetings, workshops, seminars;
- conferences aimed at bi-/multilateral meetings, presentations and building on contacts and working relations;
- production of studies, analyses and documentation, data collection, their sharing and exchange to strengthen the cooperation;
- information and promotional initiatives to strengthen bilateral partnerships;
- other bilateral type actions.

### IV. Eligible expenditures and their reimbursement

According to the 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 (including per-diems) for participation in conferences, **study/exchange stays**, seminars, courses, work meetings and workshops;
- travel costs (including per-diems) for study trips abroad;
- travel costs (including per-diems) and salary costs for visits by experts;
- taxi costs - taxi may be used only in exceptional and justified cases, if transportation cannot be assured by other means of transport;
- expert fees;

- 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;
- travel insurance, ticket cancellation insurance;
- other costs related to the bilateral initiative (justified within the application).

Dates of eligibility of expenditures are given in the Letter on Approval of the Allocation of a Grant from the Fund and subsequently in the legal act by which the grant is awarded. The final date for the eligibility of expenses is 1 month after the completion of all activities within the approved initiative financed from the Fund. Expenditures will be eligible no later than 30 April 2017.

The mechanism for the reimbursement of expenditures is based on the **ex-post** payments of expenditure actually incurred **in CZK**. The application for the release of funds from the Fund must be submitted and approved **before** the implementation of the planned initiative.

#### V. Submission of the grant application

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

Evaluation of formal requirements and eligibility will be followed by the evaluation of the application relevance to the 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 e-mail 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).