

**3<sup>rd</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 CZ15 funded from 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 29 January 2015) for submission of Grant Applications for Initiatives financed from the Fund for Bilateral Relations at Programme Level – measure “B” under the programme CZ15 funded from the Norway Grants 2009 – 2014.

Applications can be submitted continuously from the date of the announcement of the Call for proposals until **July 31, 2017** or until the total allocation is used<sup>1</sup>.

**The updated allocated amount under the 1st Open Call is **308 487 CZK**, that means **11 641 EUR**.**

I. Scope of the Fund

1. The objective of the Fund is to enhance the development and strengthening cooperation between Project Promoters of approved projects and entities in the donor states or between Project Promoters and entities in the donor states and international organizations. 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.
2. The fund is further aimed at support of activities initiated by the Programme Operator (including Programme Partner) and Donor Programme Partner that contribute to fulfilment of Programme objectives, strengthening cooperation and exchange of experience related to Programme implementation among Programme partners and similar entities within the Czech Republic, the Donor States and other states benefiting from Norway Grants 2009 – 2014.

II. Eligible applicants

Applicants eligible to benefit from the assistance from the Fund are:

1. **all final beneficiaries** of pre-defined projects under programme CZ 15, who have been implementing the project or have accomplished the project implementation and whose

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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).

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 **bilateral initiative partner**, i.e. institution from the donor states<sup>3</sup> 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);
- c) in cooperation with **bilateral initiative partner** according to letter b), and international organisations<sup>4</sup>.

## 2. Programme Operator, Programme Partner, Donor Programme Partner

### 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 15. These are not the initiatives crucial for achieving planned outcomes and outputs of the project/sub-project.

The Fund is further designed to finance one-off or short-term supplementary initiatives initiated by the Programme Operator, Programme Partner or Donor Programme Partner, which contribute to fulfilment of Programme objectives and exchange of experience with Programme implementation.

Initiatives, representing contribution to the Programme and/or implemented projects and bringing knowledge or experience to the Programme/project, will be supported.

Following initiatives will be financed from the Fund:

- study and work trips, **study/research/work/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;
- the production of studies, analyses and documentation, data collection, their sharing and exchange to strengthen the cooperation;

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<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.

<sup>3</sup> In exceptional cases, the Fund Operator can approve an initiative which is planned in cooperation with the institutions out of donor countries assuming that the institution participates in the initiative in a role of an expert or consultant. The applicant must justify that the partner of similar quality and professional knowledge is not available in donor state or is not interested in such cooperation. Terms of financing expenditures related to the participation of institutions from other than the donor states are included in this Guideline, Chapter V – Eligible expenditures.

<sup>4</sup> International organizations are organizations with an international membership, international scale or scope. These are intergovernmental organizations and international non-governmental organizations.

- information and promotional initiatives to strengthen bilateral partnerships;
- other bilateral type actions.

**Supported initiatives must finish their implementation by September, 15 2017 at the latest.**

#### 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 (including per-diems) for participation in conferences, seminars, study/exchange stays, 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 the eligibility of expenditures are given in the Letter on the 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 and no later than till **October 15, 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 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).

Applicants are obliged to select indicator/s relevant to the character of the planned initiative and fill in the values that are neither overestimated nor underestimated, but corresponding to the planned initiative extent.