



Ministry of Finance

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1. Call for proposals – for submission of grant applications Fund for Bilateral Relations at National Level (framework of the EEA and Norway Grants 2009-2014) - Changes in the Guideline

Programme Operator of the CZ01 Programme will publish the revised annex No.1 – “Eligible expenditures of the Fund for bilateral relations at national level” and annex No.9 – “List of paid documents to the Request for payment from the Fund for bilateral relations at national level” in the first half of February 2013. The both annexes are part of the Guidelines for Applicants and Final Beneficiaries from the Fund for Bilateral Relations at national level within EEA and Norway Grants 2009 – 2014. Updating annexes mainly involve the increasing financial limit of fees for external experts, reimbursement of refreshment and per-diem allowance for external participants and also adding to the conversion of EUR/CZK etc. Detailed information is presented in annex.

Annex 1 - “*Eligible expenditures of the Fund for bilateral relations at national level*”

- tables of expenses were added of third column – “Document” (manual of evidence of expenditure)
- Limits of expenditure in CZK (medium column) were added to the unified conversions to the EUR (for foreign beneficiaries) and a reference to the method of conversion.
- Regulations of eligible expenditures (medium column) were added and specified (mainly the reference to the Labor Code (262/2006 Sb.) and Act on Financial Control (320/2001 Sb.), and also there were added the notes under the line.
- In the second table (expenses for external experts) allowed using per diems (with the reference to the source of current rates) or combination of proved expenditures (accommodation, per-diem allowance, public transport) up to the limit, hourly rate of payment was increased from 20 to 40 EUR (after consulting with The Royal Norwegian Embassy).
- In tables of expenditures to the information initiatives and fees of external consultancies were added to the reference to the regulations of public procurement.
- Added an explanation of the follow-up Annexes 9a a 9b (List of Paid documents) – for Czech and Foreign subjects (2 versions of annex, in CZK and EUR).

Annex 9 - “*List of paid documents to the Request for payment from the Fund for bilateral relations at national level*” was split into two versions, 9a (Czech), 9b (English) and the tables were added to columns allowed to report in the currencies in which the expenditures were used, to apply the conversion rate and to calculate the final amount in CZK (9a) and EUR (9b). The reference to the source of conversion rate between the currencies was added under the line:

- Annex 9a (in Czech, for applicants residing in Czech Republic) – specified headline of table, conversion of expenditures to CZK
- Annex 9b (in English, for foreign applicants) - specified headline of table, conversion of expenditures to EUR