



Slovenská republika

Second Call for Proposals

**For Non-returnable Grants for Sub-projects under
The Block Grant Financed from the EEA Financial
Mechanism, the Norwegian Financial Mechanism and co-
financed from the State budget of the Slovak Republic.**

**Block Grant in the Social Area -
Fund for NGOs for Support to Social Inclusion in Slovakia
(2007 – 2010)**

Announced by



Intermediary of the Block Grant in social area

On December 15, 2008

1. Introduction

The Block Grant in the social area is the Block Grant intermediated by the SOCIA Foundation, financed from the EEA Financial Mechanism, Norwegian Financial Mechanism and the State budget of the Slovak Republic. The Block Grant is focused on support of the social inclusion in Slovakia.

2. Objective of the Block Grant

The Block Grant is strategically focused on the strengthening of capacity of action and effectiveness of non-governmental organizations that are focused on help to children, youth and families at risk of social exclusion.

3. Areas of the Support

Under this call for applications for the non-returnable contribution for the subproject from the Block Grant financed from the EEA Financial Mechanism, Norwegian Financial Mechanism and state budget of the Slovak Republic, the following areas of the support are identified:

- a) Help to families and children in need and/or in crisis situations.
- b) Help to young people and adults in encouraging their further personal growth and development.
- c) Institutional development of NGOs supplying social and community services for children, youth and families at risk of social exclusion.

Detailed information on the areas of support are in the *Guide for Applicants for the non-returnable financial contribution for Subproject under the Block Grant in the Social Area financed from the EEA Financial Mechanism, the Norwegian Financial Mechanism and the State budget of the Slovak Republic*, which is publicized on the website www.socia.sk.

4. Eligibility Conditions

4.1 Eligible Applicants

Organisations eligible to apply for the non-returnable financial contribution must fulfill the following criteria:

- must use the double entry bookkeeping;
- must be directly responsible for the project arrangements and its implementation; and must not act only as an intermediary;
- must prove experience in work in the particular area;
- must prove sufficient experience and knowledge necessary for the management of the project;
- must not draw/apply for resources for the submitted project from other EU programmes;
- must prove that they are not a tax debtor, health insurance debtor or social insurance debtor (confirmation from the relevant tax office; Social Insurance

Office and all the health insurance companies with the valid licence in the Slovak Republic);

- must prove that they are neither in bankruptcy nor in restructuralisation, or in liquidation and there is no bankruptcy claim filed against it (confirmation from the court or the relevant registration office).

Organisation must be registered in the Slovak Republic as one of the following:

- non-governmental organization providing general benefit services (Act no. 213/1997 Col.)
- civic association (Act no. 83/1990 Col.)
- foundation (Act no. 34/2002 Col.)
- non-investment fund (Act no.147/1997 Col.),
- special purpose church facility (Act no. 308/1991 Coll.), e.g. Slovak Catholic Charity, Evangelistic Diaconate, etc.
- Slovak Red Cross (Act no. 84/1994 Coll.)
- Social partners
- other institution, which was not founded for a business and/or profit making purpose

4.2 General Financial Conditions

The non-returnable financial contribution for the subproject of the Block Grant can reach **a maximum amount of 90 % of the total eligible costs** of the subproject. The applicant must prove that resources for the continual co-financing of the project are provided **in the minimum amount of 10 % of the total eligible costs** of the project already in the phase of the submission of the project.

The reference exchange rate valid for this second call for proposals is EUR 1 = SKK 30.1260.

The maximum amount of the non-returnable financial contribution is EUR 100 000 = SKK 3 012 600. This means that total eligible costs for the subproject can reach maximum of EUR 111 111, i.e. SKK 3 347 330. Thus, the 10 % co-financing of the project will reach EUR 11 111, i.e. SKK 334 730.

The minimum amount of the non-returnable grant is EUR 30 000 = SKK 903 780. This means that total eligible costs for the subproject can reach maximum of EUR 33 333, i.e. SKK 1 004 190. Thus, the 10 % co-financing of the project will reach EUR 3 333, i.e. SKK 100 410.

4.3 Costs Eligibility

The final recipient's costs are considered eligible if they are reasonable and consecutively fulfill the following criteria:

- they are necessary and directly connected with the implementation of the subproject;
- they are in compliance with the approved budget of the subproject;
- they incurred during the eligibility period;

- they are proved by accounting documents and other relevant records.

The eligibility period is defined in the Implementation contract on provision of non-returnable financial contribution.

Particular conditions on eligibility of costs are published in the *Guide for Applicants for the Grant for the Subproject under the Block Grant in the Social Area financed from the EEA Financial Mechanism, the Norwegian Financial Mechanism and State budget of the Slovak Republic*, chapter 4.3 Eligible costs.

5. Time Framework

The implementation period of the particular subprojects implemented by the final recipients will be defined in the “Implementation contract on provision of the non-returnable financial contribution”. However, general rule is that period of the subprojects’ implementation cannot exceed period of 18 months. Minimum time for implementation of the subproject is 12 months.

The second open call under the Block Grant financed from the EEA Financial Mechanism, the Norwegian Financial Mechanism and the State Budget of the Slovak Republic will be performed as following:

Open call announcement:	December 15, 2008
Applications submission deadline:	February 16, 2009
Results announcement:	April 30, 2009
Supported projects completion deadline:	September 30, 2010

6. Basic Financial Information

The minimal amount of EUR 800 000 = SKK 24 100 800 is to be allocated under this call for applications for the non-returnable financial contribution for subprojects from the Block grant financed from the EEA Financial Mechanism, the Norwegian Financial Mechanism and the state budget of the Slovak Republic.

7. Application for the Non-returnable financial contribution for the Subproject and Its Assessment

The application for the provision of the non-returnable financial contribution must be elaborated on the requested form, and submitted with all annexes, which are listed below.

Complete application for the non-returnable financial contribution must include the following documents:

Application form (WORD format) - an original.

Annexes¹:

1. Budget (EXCEL format) – an original.
2. Logical framework matrix (EXCEL format) – an original.
3. Statute, Deed of Foundation or another relevant document - a photocopy.
4. Current certificate from the relevant registration office not more than 3 months old - an original document or an officially verified photocopy.
5. Annual report/other relevant document - a photocopy.
6. Annual balance sheet for the previous year - a photocopy.
7. Confirmation from the tax office, Social Insurance Office and all health insurance companies on fulfillment of all the commitments/compulsory payments, not more than 3 months old - an original document or an officially verified photocopy.
8. Confirmation not more than 3 months old from the relevant court or registration office that applicant is neither in bankruptcy nor in restructuralisation, or in liquidation, or that no claim for bankruptcy or liquidation has been filed against him - an original document or a verified photocopy.
9. Bank statement – serving as proof that applicant will be capable to co-finance the 10% of the total eligible costs (or to co-finance 5% of the total eligible costs, if the other 5% shall be born by applicant in the form of in-kind contribution, e.g. as volunteer work) - an original.

Applicant must submit:

- 1 complete original of application, including all 9 requested annexes,
- 3 sets of photocopies containing the application form and annexes No. 1, 2 and 3
- the electronic version of the application, which contains application form, budget and logical framework matrix. It is necessary to submit them together on 1 CD. The acceptable formats are: *xls or *doc or *pdf or *jpg.

The original document of the application form must be signed by the statutory representative of the applicant.

The application, including all the requested annexes, must be submitted in the Slovak language. If the language of any of the additional documents is not Slovak, it is necessary to attach their translation to the Slovak language version.

Applicants must deliver their applications in a sealed, undamaged envelope by a delivery service or personally to the hands of appointed staff of SOCIA **by 16th of February 2009 at 17.00 hrs to the address:**

SOCIA – Nadácia na podporu sociálnych zmien
Legionárska 13
831 04 Bratislava
Slovak Republic

¹ Annexes 1, 2 and 3 are considered as fundamental and it is important to attach all of them to the original Application for non-returnable financial contribution, as well as to other 3 copies of Applications for non-returnable financial contribution. Annexes 4 – 9 are required to submit only in one original, attached to the original Application form for non-returnable financial contribution.

It is necessary to put the following information on the envelope with the application:

Complete name of the applicant

Address of the applicant:

The name of the project

DO NOT OPEN!

Nadácia SOCIA

Legionárska 13

831 04 Bratislava

BLOCK GRANT

The date on the envelope as the date of its mailing is not sufficient! The applications must be physically in the office of the SOCIA Foundation by this date and hour!!!

We do not return the applications nor the annexes thereof. The applications delivered only via e-mail or fax will be refused by the Intermediary.

8. General Criteria for the Assessment of the Applications:

- a) ability of the applicant to organise and implement the subproject;
- b) relevance and impact of the subproject;
- c) budget and effectiveness of expenditures.

Detailed description of the assessment criteria with their classification by points is published in the *Guide for Applicants for non-returnable financial contribution for the Subproject under the Block Grant in the Social Area financed from the EEA Financial Mechanism, the Norwegian Financial Mechanism and state budget of the Slovak Republic*, part 8. - Criteria of the assessment of applications for the non-returnable financial contribution, Charts 1-5.

9. Means of the Subprojects' Financing

If the final recipient implements the project with the non-investment expenses exceeding 50 % of the total eligible costs, he is eligible for **the financing in the form of advance payments**.

The investment character of costs is judged according to the Accounting Act no. 431/2002 Col.

Procedures for the financing of the subprojects are described in detail in the *Guide for Applicants for the non-returnable financial contribution for Sub-projects under the Block Grant in the Social Area financed from the EEA Financial Mechanism, the Norwegian Financial Mechanism and the state budget of the Slovak Republic*, part 10. - Financing of subprojects.

10. Contacts

Intermediary of the Block Grant:

Name	SOCIA – nadácia na podporu sociálnych zmien
Address	Legionárska 13 831 04 Bratislava
Telephone	02/5564 5214 – 5
Fax	02/5564 5216
Contact persons	Helena Woleková – General Manager Marcela Volárová – Financial Manager
E-mail contacts	wolekova@socia.sk , volarova@socia.sk
Web site	www.socia.sk

All the supporting documents for applicants for the non-returnable financial contribution, including the Application Form and the Guide for Applicants are available on the web sites: www.socia.sk and www.eeagrants.sk. There will be presented dates and places of informative seminars to be held in January 2009 for all interested in block grant, there too. Further information on the EEA/Norway Grants can be found at www.eea.org

Enquiries can be made via e-mail or telephone. It is also possible to arrange personal consultations with the managers of the Block Grant, if called to the given telephone numbers in advance.

11. List of the Annexes to the Call

Guide for Applicants for non-returnable financial contribution for subproject within the Block Grant for NGO to support social inclusion, financed from the EEA Financial Mechanism, Norwegian Financial Mechanism and state budget of the Slovak Republic.

Application Form (doc. format) to be completed.

Budget (xls. format) to be completed.

Logical Framework Matrix (xls. format) to be completed.