



National Focal Point
Slovak Republic



The Norwegian Financial Mechanism



The EEA Financial Mechanism

Call for proposals for individual projects
for applicants from the public and the third sector
of the Norwegian Financial Mechanism
and the EEA Financial Mechanism

Call for proposals code: 0405

declared by

National Focal Point for
Financial Mechanisms

The Slovak Republic Government Office

Date 23 December 2005

**The National Focal Point launches, in the framework
of the Norwegian Financial Mechanism and the EEA Financial Mechanism
a call for proposals
for submitting applications on individual project**

1. Purpose of the call for proposals

The call for proposals for submitting application on individual projects in priority areas as defined in Memoranda of Understandings on implementation of the EEA financial mechanism and the Norwegian financial mechanism is aimed on the realization of individual projects in the following areas.

2. Areas of support

In the framework of the EEA and the Norwegian financial mechanisms, project proposals are eligible if they concern actions within the following priority areas, with particular attention given to the focus areas listed under each priority area:

Within the priority area **Protection of the environment:**

- Improvement and development of infrastructure for water protection and management
- Improvement of air quality and reduction of greenhouse gases in Slovakia
- Improvement of waste management at municipality level
- Reduction and safe management of old environmental burdens
- Reduce the loss of biodiversity and preserve natural habitats

Within the priority area **Promotion of sustainable development:**

- Promotion of renewable energy sources
- Improvement of municipal street lighting for energy saving
- Reconstruction of heat distributions and central sources of heat operated by public enterprises for energy saving
- Promotion of the use of bio fuels and alternative energy resources as secondary source of energy at municipality and regional level
- Promotion of food safety
- Environmental education and mainstreaming on all levels of public administration including support to environmental information activities
- Traffic administration and safety

Within the priority area **Conservation of the European cultural heritage:**

- Integrated protection and development of objects of cultural heritage
- Protection, presentation and improvement of conditions for movement control of movable cultural heritage objects
- Cultural heritage as a basis for local and regional development

Within the priority area **Human resource development:**

- Development of professional and life-long education
- Establishing youth centers for after-school activities, including preventive actions against drug abuse
- Integrated education and work for disabled and young people with special needs
- Programmes to mainstream gender equality
- Improve and modernize public service capacities of regional and local authorities and their institutions through e.g. ICT measures
- Support social integration and education schemes for minority groups
- Enabling women and young girls to enter the workforce through job-creating programmes and innovation schemes

Within the priority area **Health and childcare:**

- Transformation from institutions to foster homes
- Programmes to support children with special needs in difficult family situations
- Development of social services for family treatment
- Improve quality of social and health services in municipalities
- Improve healthcare in prisons
- Development of National Health Programmes
- Education of managers and personnel in the health sector
- Support of good quality maternity health care and family planning services
- Protection and support for victims of family violence, such as support to shelters

In addition to the priority areas shown above, projects submitted in the framework of the Norwegian financial mechanism are also eligible if they concern actions within the following priority areas, with particular attention given to the focus areas listed below:

Within the priority area **Implementation of Schengen acquis, strengthening the judiciary:**

- Implementation of Schengen acquis for security of communication
- Improve education in Schengen acquis issues
- Improve efficiency of the judiciary through ICT use and development
- Implementation of National Schengen Information System (N-SIS/SIS II) and creation of SIRENE office
- Development of analytical and co-ordination skills of Presidium Police Forces
- Reduction of pollution of water sources related to the fire and rescue services
- Reduction of the impact of environmental accidents by implementation of Geographical Information Systems (GIS) in Integrated Rescue System
- Programmes to fight corruption, organized crime and trafficking of drugs and in human beings
- Competence building related to visa and asylum applications

Within the priority area **Regional policy and cross-border activities:**

- Regional development focused on priorities of particular regional authorities and municipalities e.g. in the field of:

- strengthening competence and capacity at local level
- foster good governance in public administration
- private sector development on local and regional level
- strengthen participation of minority groups in society
- Cross-border co-operation within priority areas focused on co-operation with Ukraine on national and regional level

Within the priority area **Technical assistance relating to implementation of acquis communautaire:**

- Strengthening of capacity building for acquis communautaire on regional level.

There is one more priority area common to both financial mechanisms, and which is linked thematically to all the priority areas listed above:

Within the priority area **Research:**

- Research activities within all the eligible areas of the EEA and Norwegian Financial Mechanisms

3. Geographic scope

Implementation on priority areas listed above must be performed throughout the whole territory of the Slovak Republic without preferring any part of territory of the Slovak Republic. The whole territory of the Slovak Republic is eligible for submitting applications on non-repayable financial contribution. However, by the assessment of applications the project benefit form in term of reducing social and economic disparities has to be taken into account.

Applications for individual projects may be submitted only by entities operating in the territory of the Slovak Republic and registered in Slovakia.

4. Budget allocated to the priority areas

To the priority areas within the EEA financial mechanism is scheduled amount **8 490 608** EUR and to the priority areas within the Norwegian financial mechanism is scheduled amount **10 073 440** EUR. The amount of co-financing provided from the state budget to the EEA financial mechanism is **1 498 344** EUR as a maximum. The amount of co-financing provided from the state budget to the Norwegian financial mechanism is **1 777 666** EUR as a maximum.

To the priority areas within the EEA financial mechanism and Norwegian financial mechanism the following total amounts are allocated¹:

¹ The total budgets include only the allocations from the both mechanisms, without the contribution from the state budget.

Within the priority area **Protection of the environment** the total budget available is **2 000 560 EUR**.

Within the priority area **Promotion of sustainable development** the total budget available is **2 462 992 EUR**.

Within the priority area **Conservation of the European cultural heritage** the total budget available is **4 363 040 EUR**.

Within the priority area **Human resource development** the total budget available is **2 378 544 EUR**.

Within the priority area **Health and childcare** the total budget available is **2 000 560 EUR**.

Within the priority area **Implementation of Schengen acquis, strengthening the judiciary** the total budget available is **844 480 EUR**.

Within the priority area **Regional policy and cross-border activities** the total budget available is **1 688 960 EUR**.

Within the priority area **Technical assistance relating to implementation of acquis communautaire** the total budget available is **361 920 EUR**.

Within the priority area **Research** is the total budget available is **2 462 992 EUR**.

In case, that the contribution amount approved by the EEA Financial Mechanism Committee/Ministry of Foreign Affairs of the Kingdom of Norway is lower than applicant has demanded in his application, the difference has to be financed from applicant's own, respectively other resources!

5. Type of project assistance

5.1 Type of project assistance

Within this call, applicants submit applications for individual projects; detailed information on individual projects may be found in the Guidelines for Individual Projects at www.eeagrants.sk.

An individual project is an economically indivisible series of works fulfilling a precise technical function and with clearly identifiable aims. An individual project may include one or more sub-projects. The amount of grant assistance applied from financial mechanisms for shall be not less than 250 000 EUR.

The contribution from the state budget shall be not less than 44 000 EUR.

The minimum amount of non-repayable financial contribution, which the applicant for an individual project can apply for, shall not be less than 294 00 EUR.

The applicant on individual project must fulfil all the conditions defined in the document *Manual for applicants from public and third sector on providing non-repayable financial contribution*, available on www.eeagrants.sk and must comply with the rules, procedures and guidelines of the Financial Mechanism.

6. Eligible applicants on individual projects

- Interest associations of legal entities (Section 20(f) of the Civil Code),
- Civil associations (Act No. 83/1990),
- Foundations (Act No. 34/2002),
- Non-profit organizations providing generally beneficial services (under Act No. 213/1997).
- Municipalities,
- Self-governing regions,
- State administration authorities
- Public budgetary organizations (Act No. 523/2004),
- Public allowance organizations (Act No. 523/2004),
- Budgetary and allowance municipality organizations Foundations (Act No. 34/2002),
- Universities (Act No. 131/2002),
- Regional school offices (Act No. 596/2003),
- Associations constituted by special acts.
- Other entities constituted by special acts (e.g. Red Cross, trade unions, social partners, employers' organizations etc.).

7. Eligible expenditures

Eligible expenditures in the framework of the Financial Mechanisms are given in the *Detailed Provisions on Eligibility of Expenditures* issued by Financial Mechanism Office and in the *Guideline for eligibility of expenditures for the EEA Financial Mechanism and for the Norwegian Financial Mechanism* issued by the NFP and in the *Manual for applicants from public and third sector on providing non-repayable financial contribution*, available at www.eeagrants.sk.

8. Deadline for submission of applications

The deadline for submission of applications is 23 March 2006.

9. Duration of project implementation

The final recipient will obtain the funds from the Financial Mechanisms and the corresponding percentage in the framework of co-financing from state budget in tranches for the duration of the project. Performance of activities in the framework of the individual project must be completed before 30 April 2011 (the final date of eligibility of expenditures is given by the grant agreement and by the NFP contract).

10. Method of paying out the non-repayable financial contribution (the NFC)

a) principle of financing – disbursement of the NFC within the public and the third sector

The disbursement of the NFC will be performed in the form of down payments from the state budget.

More detailed information on disbursement of the NFC is given in the *Manual for applicants from public and third sector on providing non-repayable financial contribution* at www.eeagrants.sk.

b) provision of the non-repayable financial contribution (grant assistance)

- Grant rate up to 85% from the financial mechanisms and up to 15% from the state budget
- Grant rate up to and above 85%; for grant assistance set up to support NGO activities (including social partners), the EEA Financial Mechanism and the Norwegian Financial Mechanism may be applied in combination in order to allow grant rates generally not above 90%. The state budget will cover the rest up to 100 %, but no more than 15% will be provided.

c) currency used

The budget in the application will be drafted and expenditures will be calculated and refunded in EUR. The exchange rate to be used for applications under this call is 38.69 SKK per one euro. More detailed information on payments is given in the *Manual for applicants from public and third sector on providing non-repayable financial contribution* at www.eeagrants.sk.

11. The application and its appendices

The applicant is obliged to fill in, besides the **application** for the NFC itself, also the **appendices**. For some appendices, forms have been established. The forms are available at www.eeagrants.sk. Some appendices do not have a prescribed form. Appendices, for which there are no forms, will be prepared by the applicant as deemed appropriate. **Some appendices are required in both Slovak and English. All appendices required in English must be in printed and in electronic form.**

All printed appendices need to be presented signed, to the Slovak Republic Government Office along with the submitted application.

More detailed information on the appendices can be found in the *Manual for applicants from public and third sector on providing non-repayable financial contribution* at www.eeagrants.sk.

12. Documents necessary for correct preparation of the application

To have the application form filled in correctly and to have all necessary documents attached to the application, it is advisable to consult, before preparation of the application itself, the manuals, guidelines and rules available at www.eeagrants.sk

13. Place of delivery of the application

The application can be delivered in person, by registered mail or by courier to the following address:

The Slovak Republic Government Office
Námestie slobody 1
813 70 Bratislava

The application must be presented both in **printed** and **electronic** form (diskette or CD carrier in Word, Excel or PDF format) in Slovak and English languages; the appendices required in English need to be presented **in printed form and electronic form, the appendices required only in Slovak need to be presented just in printed form** in a sealed envelope marked with the “PROJECT TITLE”, inscription “DO NOT OPEN”, call number “0405” and “The EEA financial mechanism and the Norwegian financial mechanism”.

The hard copy should be **UNBOUND AND** all pages must be on **A4** paper. **ALL PAGES INCLUDING ANNEXES MUST BE NUMBERED CONTINUOUSLY**, that means that the first page of the first Annex will be numbered as 23 (It is recommended to attach the list of all supporting documents and other annexes) **AND ALL PAGES MUST BE SIGNED BY THE STATUTORY REPRESENTATIVE.**

The application must be confirmed with a signature of the applicant's statutory representative. By signing the application, the applicant accepts the conditions of the call for proposals and, at the same time, confirms the correctness of information included.

The application with the appendices must be presented in 1 original and 3 copies in the Slovak language and 1 original and 2 copies in the English language.

The applicant must present the application including all relevant appendices both **in the Slovak language and in the English language**. The binding version is the English version

Call validity period call for proposals: from 23 December 2005 to 23 March 2006 3.00 p.m. In case the applications are sent by post, the latest acceptable post mark is on the closing date of this call.

In case of personal delivery, the applications are accepted from 17 March 2006 to 23 March 2006 3.00 p.m.

14. Assessment and selection of applications submitted

Missing or incomplete documents do not constitute a reason for rejection of the application. Expert assessment of applications will be performed by assessment commissions. The National Monitoring Committee suggests projects which should be forwarded to the FMO. The final decision of submitting applications on the national level to the FMO is in the competence of the NFP. Final decisions on approval/disapproval of applications are issued by the Financial Mechanism Committee in case of the EEA Financial Mechanism and by the Norwegian Ministry of Foreign Affairs in case of the Norwegian Financial Mechanism.

The process of assessment is estimated to last approximately 7 calendar months from close of the call for proposals until issue of the final decision by the EEA Financial Mechanism Committee/Ministry of Foreign Affairs of the Kingdom of Norway.

After the signing of the Grant Agreement the applicant is obliged, within 30 calendar days, make an agreement with the National Focal Point on provision of the non-repayable financial contribution (grant assistance).

The list of approved applications shall be published on the website www.eeagrants.sk. The list of approved applications will show: applicant's name, individual project name, date of approval of the application for individual project, amount of approved grant assistance, and the presumed beginning of realization of the individual project.

The applicant will be informed on approval/disapproval of the application (including reasons) in writing.

More detailed information on the assessment process is available in the *Manual for applicants from public and third sector on providing non-repayable financial contribution* at www.eeagrants.sk.

15. Detailed information

You can send questions concerning the EEA Financial Mechanism and the Norwegian Financial Mechanism to the contacts below. The receipt of questions will be closed 5 calendar days before deadline.

The Slovak Republic Government Office
Department of Regional Policy and EU information

address: Námestie Slobody 1
813 70 Bratislava
E-mail: eeagrants@vlada.gov.sk
Fax: ++421 2 57 255 553
Telephone: ++421 2 57 295 537

Note for the applicant:

Answers provided to the applicants over the phone are not binding and the applicant cannot base its claims thereon.

An archive of frequently asked questions and other important information can be found at www.eeagrants.sk. The legal documents, rules, procedures and guidelines related to the financial mechanisms are available in English on www.eeagrants.org.

All applicants are recommended to monitor the above websites for regular information.