

**3rd 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 CZ08 funded from Norway Grants 2009 – 2014**

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

updates the 1st 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 CZ08 funded from 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 used¹.

The allocated amount is increased to **1 808 613 CZK, that means **68 249** EUR.**

The minimum and maximum grant amount per initiative: **53 000 – 530 000 CZK, that means 2 000 – 20 000 EUR**

I. Scope of the Fund

The objective of the Fund is to enhance the development and strengthening cooperation between Project Promoters (project researchers) and entities in the donor states **or between Project Promoters, entities from donor states and/or institutions from other beneficiary states and international organizations** during the implementation of approved projects under the programme CZ08. 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.

II. Eligible applicants

Applicants eligible to draw on the Fund are all final beneficiaries of approved projects under programme CZ08, 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 the approved project and that will be implemented:

- a) in cooperation with the **project partner**²;

¹ 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.

- b) in cooperation with **bilateral initiative partners**, i.e. institutions from the donor states³ 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 partners** according to letter b), and **international organisations**⁴.

Projects financed from Norway funds may be implemented only with (besides the above mentioned international organizations) institutions from Norway.

III. Eligible initiatives

The Fund is designed to finance targeted **short-term supplementary initiatives** in approved projects under the programme CZ08. These are not the initiatives crucial for achieving planned outcomes and outputs of the project.

Initiatives, representing contribution 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. Such activities are not part of the original planned budget and are implemented in cooperation with a project partner, **with an institution from the donor state or with the institution from the donor state and an international organization**. These are particularly:

The following initiatives may be financed from the Fund:

- study trips, **study/exchange/working/research stays**, work visits and bilateral working meetings with 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 between the Final Beneficiaries and entities in Donor States;
- information and promotional initiatives to strengthen bilateral partnerships;
- other bilateral type actions.

The supported initiatives shall be completed till 15 September 2017 at the latest.

² Partner organisation from the Donor State means a subject from an EFTA country (Iceland, Liechtenstein, Norway) and/or international organizations including and the European Union Agency for Fundamental Rights, bound to the Final Beneficiary by the Partnership Agreement.

³ 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.

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

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 for participation in conferences, seminars, study/exchange stays, courses, work meetings and workshops;
- travel costs for study trips abroad;
- travel costs, 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 to be covered by the Fund are given in the Grant Award Approval Letter and subsequently in the Grant Award legal act. The final date for the eligibility of expenditures is 1 month after the completion of all activities within the approved initiative financed from the Fund. Expenditures will be eligible no later than till **15 October, 2017**.

The applicant for the grant from the Fund can include also an application for an advance payment up to 60% of the grant in case the requested grant is amounting **530 000 CZK**. The advance payment shall be reimbursed in 10 days after receiving the advance payment request.

The mechanism of eligible expenditures reimbursement (in CZK) is based on **ex-post** payments of incurred costs after the Final Report on the initiative implementation has been approved by the Fund Operator.

V. Submission of the grant application

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

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, **submitting the advance payment request** 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.

VI. Further information

Questions may be sent electronically to: 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.