

**OPEN CALL FOR PROPOSALS**  
**ON THE SUPPORT OF ORGANISATIONS PROMOTING EQUALITY BETWEEN WOMEN AND MEN**  
**AND WORK LIFE BALANCE**  
Norway Grants 2014 – 2021  
**SLOVAKIA**

**1. BASIC DATA AND CONDITIONS**

The objective of the call is to support organisations promoting equality between women and men and work life balance, including, but not limited to support of their educational and awareness-raising activities.

<b>Call launching:</b>	18 July 2019
<b>Call closure:</b>	15 October 2019, 23:59 CET
	31 March 2020, 23:59 CET
	30 September 2020, 23:59 CET
	1 February 2021, 23:59 CET
<b>Call number:</b>	DGV01
<b>Programme outcome(s):</b>	Understanding of gender equality increased
<b>Programme output(s):</b>	Measures targeting education and awareness-raising activities in the field of gender equality implemented
<b>Maximum grant to be applied for:</b>	EUR 200,000
<b>Minimum grant to be applied for:</b>	EUR 100,000
<b>Co-financing:</b>	For public sector entities, co-financing is not required. At least 10% for non-governmental organisations <sup>1</sup> , social partners <sup>2,3</sup> and other non-for-profit organizations. At least 15% for private sector entities and other entities.
<b>Total allocation:</b>	EUR 1,440,000
<b>Announced by:</b>	Government Office of the Slovak Republic
<b>Eligible applicants:</b>	Any entity, public or private, commercial or non-commercial and non-governmental organisations, established as a legal person in Slovakia.
<b>Eligible partners:</b>	Any public or private entity, commercial or non-commercial, as well as non-governmental organisations established as a legal person either in Norway or in the Beneficiary States <sup>4</sup> , or any international organisation or body or agency thereof.
<b>Further conditions:</b>	1. The mandatory attachments to the Project Application are:

<sup>1</sup> For the purposes of the call “Non-governmental organization” (hereinafter referred to as NGO) is defined as a non-profit organization established as a legal entity, having a non-commercial purpose, independent off local, regional and central government, public entities, political parties and commercial organizations. Religious institutions and political parties are not considered NGOs.

<sup>2</sup> For the purposes of the call “Social partners” are defined as representatives of employers’ organizations and trade unions.

<sup>3</sup> In case of NGOs and social partners, in-kind contribution in the form of voluntary work may constitute up to 100% of the co-financing.

<sup>4</sup> For the full list of the Beneficiary States consult the document Agreement on the Norwegian Financial Mechanism 2014-2021

- [https://eur-lex.europa.eu/resource.html?uri=cellar:02eed2b7-da51-11e5-8fea-01aa75ed71a1.0011.02/DOC\\_3&format=PDF](https://eur-lex.europa.eu/resource.html?uri=cellar:02eed2b7-da51-11e5-8fea-01aa75ed71a1.0011.02/DOC_3&format=PDF)

	<ol style="list-style-type: none"> <li>a. The Budget;</li> <li>b. Education and awareness-raising campaign plan. The mandatory template is attached to this Call.</li> </ol> <ol style="list-style-type: none"> <li>2. Project promoters and partners shall contribute to the elimination of all forms of discrimination against women and promote substantive equality between women and men, including by empowering women.</li> <li>3. Project shall be implemented for at least 2 years and the planned completion date shall not exceed 31 December 2023.</li> <li>4. This call is not intended for infrastructure (hard measures)<sup>5</sup>.</li> </ol>
<b>Funding source(s):</b>	Norway Grants and State Budget of the Slovak Republic

## 2. EXPECTATIONS AND RESULTS FRAMEWORK

The main ambition of this Call is support and networking of organisations promoting equality between women and men and work-life balance in order to increase the understanding of the importance of the equality between women and men in the society.

Projects supported under this Programme contribute to the Programme Objective defined as *Domestic and gender-based violence prevented and victims protected and assisted*.

Projects supported under this Call contribute to Programme Outcome defined as *Understanding of gender equality increased* and Programme Output defined as *Measures targeting education and awareness-raising activities in the field of gender equality implemented*.

In the Application Form, applicants are obliged to set baseline and target values for the following Programme Indicators:

- Number of awareness-raising campaigns promoting gender equality. **Minimum target value is 1 awareness-raising campaign promoting gender equality under each project.**
- Number of institutions active in the field of gender equality supported. **In each project, at least one institution active in the field of gender equality must be supported either as the Project Promoter or as the Project Partner.**
- Number of schools from marginalised Roma communities to which lectures specifically focused on gender equality have been provided. **Under each project, lectures shall be provided to at least three (3) schools with high representation of Roma pupils or students.**
- Number of schools provided with lectures focused on gender equality. **Under each project at least eight (8) schools must be provided with the lectures focused on equality between men and women. However, it is recommended to provide lectures to at least 11 schools.**

No baseline values are required for output indicators, as all of them should automatically be set to zero.

<sup>5</sup> For the purposes of the Programme the infrastructure (hard measures) are defined as any activities that require a building permit/a building announcement or purchase of buildings or estates.

The full results framework of the programme is listed in the Annex I to the Programme Agreement concluded between Slovakia and Norway and published at [www.eeagrants.sk](http://www.eeagrants.sk).

After the selection process is completed, the Programme Operator may enter into discussion with the selected Project Promoters, so as to ensure that lectures under different projects are being carried out at different schools in different districts.

### 3. SELECTION CRITERIA AND PRIORITISED PROJECTS

Priority shall be given to:

- Projects implemented by institutions/experts with a relevant track record,
- Projects supporting institutions active in the field of gender equality with long-term experience and key position in the implementation of project,
- Projects providing lectures in more schools in more districts,
- Projects providing lectures at more schools with high representation of Roma students or pupils,
- Projects that aim to actively involve diverse stakeholders,
- Projects that are sustainable and innovative and have already been consulted with the responsible representatives<sup>6</sup>,
- Project covering several eligible activities and measures, ideally with high synergic effects,
- Projects to be implemented in partnership with entities from Norway.

It is highly unlikely that one project will meet all the priorities of this programme. It is also highly recommended **not to try** to meet all of it; otherwise, the project will be very hard to implement. For the success of the whole Programme, it is important that some projects contribute to certain priorities and other projects contribute to different ones.

Selection criteria, reflecting the above mentioned priorities, have been published along with the Call.

### 4. ELIGIBLE ACTIVITIES

The project grant can be used for the following activities:

(a) Promotion of participation of women in decision-making (political and economic);

aa) efforts to promote women's full and effective leadership and political participation at all levels of decision-making and in all spheres of life, or to shift social norms and practices toward greater respect for and enjoyment of women's equal rights;

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<sup>6</sup> E.g. directors of schools and/or their founders

ab) efforts to expand women's equal opportunities to access and control economic resources, promote women's sustainable entrepreneurship, access to decent work and equal pay, and shared responsibility within the household;

(b) Combating negative stereotypes against women and men in public and private life;  
- e.g. tackling negative attitudes and stereotypes with regard to care, sexism in media etc.

(c) Promoting dignity and bodily integrity of women and men;

(d) Providing targeted training for schools and teachers on the topic of work-life balance;

(e) Networking for awareness-raising on gender equality and tackling the discussion on "gender ideology".

Particular focus shall be paid to the situation of Roma women in the first four areas, mainly through the cooperation with schools with high representation of Roma students and pupils.

Within all projects, surveys shall be conducted at the beginning and at the end of the project, in order to identify the following baseline and target values:

- Share of population (targeted by awareness-raising activities) favourable to gender equality (disaggregated by gender)
- Share of population (targeted by awareness-raising activities) that reject gender stereotyping
- Share of students (in targeted schools) favourable to gender equality (disaggregated by gender)
- Share of students (in targeted schools) rejecting gender stereotyping

Project Promoters shall follow instructions of the Programme Operator in this regard.

Below please find more concrete examples of eligible activities:

- public discussions, round tables, forums, conferences and seminars, sensitising activities concerning the equality of men and women, mostly at the local level;
- awareness raising campaigns targeting the Project's target groups and region, implemented through various channels (e.g. TV and Broadcast shows, internet and social media, door to door visits, distribution of information materials as banners, leaflets, stickers, brochures, advocacy and enforcement activities, theatre plays etc.);
- presentation of good practices, incl. women leaders;
- cooperation with media to overcome negative stereotypes against women and men;
- activities focused on involvement of local municipalities and schools in this area;
- support and implementation of education and trainings at all levels of the education system including informal education etc.

## 5. ELIGIBLE EXPENDITURES

Except for the so-called “excluded expenditures” listed in Article 8.7 of the Regulation on the Implementation of the Norwegian Financial Mechanism 2014-2021 („the Regulation“), all types of expenditures can be eligible, provided that they meet the conditions listed in this Call and in Article 8.2, 8.3 and 8.5 of the Regulation.

Unless a later date is provided in the project contract, expenditures are eligible as of the date on which the Programme Operator decides to award the project grant. The Programme Operator shall in the same decision fix the final date of eligibility which shall be no later than either one year after the scheduled completion of the project or the date referred to in paragraph 3 Article 8.13 (currently 30 April 2024) of the Regulation, whichever is earlier.

The inclusion of an expenditure item in a project budget approved by the Programme Operator cannot be considered as a prerequisite of its eligibility.

The projects may involve minor investments (generally not more than 5 % of the total eligible expenditures of the project), e.g. for the purchase of technical equipment necessary for project implementation.

For the purpose of this Call, equipment<sup>7</sup> shall be considered costs of non-current (long-term) tangible and intangible assets according to the applicable accounting standards of the country where the applicant and/or project partner is established and according to generally accepted accounting principles.

Applicants and project partners may opt to submit proof of expenditure by way of an independent audit report. It is highly recommended that project partners from Norway indeed opt to use this possibility and that they indicate the costs related to these audits into the Budget. For further information, see Article 8.12 of the Regulation.

## 6. RECOMMENDED MILESTONES AND TIMEFRAME

The Programme Operator highly recommends that the projects comply with the following timeframe:

Event/Milestone	Expected date
Call closure (1)	October 2019
Project Contract signed	April 2020
Project completed (latest possible date)	December 2023

Event/Milestone	Expected date
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<sup>7</sup> Where new or second hand equipment is purchased, only the portion of the depreciation corresponding to the duration of the project and the rate of actual use for the purposes of the project may be considered eligible expenditure. The entire purchase price of that equipment may only be eligible in case the PO determines that the equipment is an integral and necessary component for achieving the outcomes of the project by way of exception from the rule.

Call closure (2)	March 2020
Project Contract signed	December 2020
Project completed (latest possible date)	December 2023

Event/Milestone	Expected date
Call closure (3)	September 2020
Project Contract signed	June 2021
Project completed (latest possible date)	December 2023

Event/Milestone	Expected date
Call closure (4)	February 2021
Project Contract signed	November 2021
Project completed (latest possible date)	December 2023

Project Applications shall be submitted to the Programme Operator by the dates (call closure) indicated in the table. If the Project Application is delivered after the call closure, the Project Application shall be included for evaluation in the next call closure, if relevant. The call shall be opened until the deadline for last call closure elapsed or the allocation of the call is exhausted, whichever is earlier.

As indicated in the table above, the entire selection process will last approximately 6 - 9 months.

Project shall be implemented for at least 2 years and the planned completion date shall not exceed 31 December 2023.

## 7. PARTNERSHIP

Partner is a legal entity actively involved in, and effectively contributing to, the implementation of a project. It shares with the applicant a common economic or social goal which is to be realised through the implementation of that project.

An example of suitable partnership is a transfer of know-how between Slovak and Norwegian entities, experience and best practices exchange, development of joint campaigns etc. A poor example of a partnership is a situation in which the partner provides services for the applicant. This, in fact, is not a partnership within the meaning of this Call; this would be a business relation.

In a working partnership, the Partner has its own budget and activities he is responsible to meet. However, it is very important to realise that the applicant is responsible for all commitments and irregularities of the partner in relation to the Programme Operator.

If the project is to be implemented in a partnership, **partnership statement, letter of intent or other similar documents** proving the partner's interest in participating in the project should be submitted along with the Project Application. The document should be signed and submitted as a scanned version.

After the Project Application is approved, draft **partnership agreement** shall be submitted. The draft agreement is subject to the Programme Operator's screening before it is concluded. **It is neither necessary nor recommended to enter into partnership agreement before the Project is approved!** Signed partnership statement, letter of intent or other similar document shall be seen as sufficient expression of interest of the applicant and its partner to jointly implement the project.

**The number of partners receiving support under the Project is limited to 3.** Other entities involved in the project can be mentioned in the Project Application as cooperating entities.

### **Partnership with Donor State entities**

One of the two main objectives of the Norway Grants is to support the cooperation with Norwegian entities. To this end, the Programme Operator has opened for the possibility to apply for a grant for the search and establishment of partnerships between Slovak and Norwegian entities. These activities can be funded under the Programme Bilateral Fund, which will provide small grants up to **2 500 EUR**, covering mainly the related travel costs.

Please, be aware that:

1. It is necessary to apply for this grant before the expenses have been incurred.
2. The approved grants will be disbursed in the form of reimbursement.

When searching for a suitable partner in Norway, the applicants may use one of the following tools:

1. Sending an inquiry with short description of the project to [eeagrants@vlada.gov.sk](mailto:eeagrants@vlada.gov.sk). Such request will be shared with the Donor Programme Partners.
2. Direct contact with entities listed on the List of potential partners, published at [www.eeagrants.sk](http://www.eeagrants.sk).
3. When searching for partners from Norway, it is recommended to contact the Norwegian Directorate of Health as the contact point at [Freja.Ulvestad.Karki@helsedir.no](mailto:Freja.Ulvestad.Karki@helsedir.no).

Further information can be found in the **Call for bilateral activities**, published at [www.eeagrants.sk](http://www.eeagrants.sk).

## **8. SELECTION PROCEDURES**

The project evaluation and award of grants shall be in accordance with Article 7.4 of the Regulation.

The Programme Operator shall be responsible for project evaluation and for the award of grants.

The Programme Operator shall establish a Selection Committee that shall recommend the projects to be funded.

The Selection Committee shall consist of at least four persons possessing the relevant expertise. At least one of them shall be external to the Programme Operator, the DPP, the IPO and the Ministry of Labour, Social Affairs and Family of the Slovak Republic. The DPP and IPO shall be the voting

members of the Selection Committee. The NMFA and the National Focal Point shall be invited to participate in the meetings of the Selection Committee as observers. The Programme Operator shall review the project applications for compliance with administrative and eligibility criteria. Applicants whose project applications are rejected at this stage shall be informed and given a reasonable time to appeal that decision.

Each project application that meets the administrative and eligibility criteria shall be reviewed by two experts: one of these experts shall be appointed by the Programme Operator in cooperation with the Ministry of Labour, Social Affairs and Family of the Slovak Republic and the other shall be appointed by the DPP and the IPO. The experts shall be impartial and independent of the Programme Operator and the Selection Committee.

The experts shall separately score the project according to the selection criteria published with the call for proposals. For the purposes of ranking the projects, the average of the scores awarded by the experts shall be used.

If the difference between the scores given by the two experts is more than 30 % of the higher score, a third expert shall be commissioned by the Programme Operator to score the project independently. In such cases the average score of the two closest scores shall be used for the ranking of the projects.

The Programme Operator shall provide the Selection Committee with a list of the ranked projects. The Selection Committee shall review the ranked list of projects. It may modify the ranking of the projects in justified cases. The SC can mainly give priority to the projects enabling to achieve the target value of the indicators, to cover the certain geographical regions lagging behind; and a clearly defined less privileged target groups. The justification for the modifications shall be detailed in the minutes of the meeting of the Selection Committee. If such a modification results in a project's rejection, the affected applicant shall be informed in writing about the justification for the modification. The Selection Committee shall submit the list of recommended projects to the Programme Operator.

The Programme Operator shall verify that the selection process has been conducted in accordance with the Regulation and that the recommendations from the Selection Committee comply with the rules and objectives of the programme. Following such verification, the Programme Operator shall, based on the recommendation of the Selection Committee, make a decision on which projects shall be supported. Prior to making such decision, an on the spot visit may be carried out by the Programme Operator when construction works or purchase of special equipment are foreseen in the project. If, in duly exceptional cases, the Programme Operator modifies the decision of the Selection Committee or suggests modification of the project, it shall inform the Selection Committee and the applicants affected and provide them with a justification.

The Programme Operator shall notify the applicants about the results of the selection process within a reasonable time and publicise the results.

## 9. FINANCING AND REPORTING

Payments of the project grant shall take the form of advance payments, interim payments and a final payment. The level of advance payment to projects shall be set out in the project contract. The maximum level of advance payment shall be linked to the project budget and duration as follows:

Project implementation duration <sup>8</sup>	Advance payment	1 <sup>st</sup> Interim payment	2 <sup>nd</sup> Interim payment	3 <sup>rd</sup> Interim payment	4 <sup>th</sup> Interim payment	Final payment <sup>9</sup>
24-36 months	15%	30%	25%	25%	-	5%
More than 36 months	10%	20%	20%	25%	20%	5%

The advance payment shall be paid following the signature of the project contract. Subsequent payments shall be paid after the approval of project interim reports. The final payment will be paid after approval of the final report.

An advance payment, if any, of a percentage of the total grant amount shall be paid within 15 working days from the submission of a request or within the period set in the project contract. The interim payments shall be paid within 1 month after the approval of project interim reports.

## 10. STATE AID

The activities eligible under the Call (awareness-raising, combating negative stereotypes against women and men, etc.) are aimed at public education and awareness-raising in the area of equality between women and men. The activities are non-economic in nature and thus the state aid rules are not applied to the call.

If the applicant is an undertaking/organization carrying out an economic activity, the undertaking/organization shall ensure that the commercial and non-commercial activities shall be kept financially separate. The separation shall be proven by separate accounting. At the same time the undertaking/organization shall ensure that all incomes related to the project outputs shall be re-used for non-commercial activities financing.

Before approving a project application the Programme Operator will carry out a state aid test.

<sup>8</sup> The project contract may set suspensive conditions related to advance, interim and/or final payments. In justified cases, at the Programme Operator's discretion, a project promoter may receive extraordinary payments to ensure sufficient funds for the projects during the implementation so as to avoid any liquidity problems, provided that the Programme Operator has sufficient capacity to proceed with these payments.

<sup>9</sup> Retention may be applied at the end of the implementation or pro rata from each advance payment and interim payments.

## 11. PROJECT APPLICATION SUBMISSION AND EVALUATION

Project Application shall be prepared in English and submitted electronically via the web application accessible at [directlink](#) until the date and time of the call closure specified in Chapter 1 of this Call (Basic data and conditions). The Application Form can be found at [directlink](#) and the user guide at [directlink](#).

The following mandatory attachments shall be submitted along with Project Application:

1. Budget (template is attached to this Call);
2. Education and awareness-raising campaign plan (template is attached to this Call).

In case the Project is to be implemented in partnership, signed and scanned partnership statement, letter of intent or other similar document should also be submitted along with the Project Application.

The date and time of the submission of the Project Application is identical to the date on and time of its receipt by the server of the Government Office of the Slovak Republic.

The Project Application does not need to be signed. Signature shall be required prior to the conclusion of the Project Contract.

Project Application and the Budget should be submitted as XLS or XLSX files. Other annexes should be submitted as PDF files to prevent accidental loss of data.

## 12. FURTHER INFORMATION

**Please note that all applicants are required to disclose any consultant involved in the preparation of the Project Application.**

**There is no legal entitlement to the Project Grant.**

Before and during preparation of a Project Application the applicant is strongly advised to comply with the following documents, as amended:

- Guideline for Applicants
- Guideline for Project Promoters and Project Partners
- Project contract template

Further recommended documents are:

- Programme Agreement for the financing of the Programme “Domestic and Gender-based Violence”;
- Regulation on the implementation of the Norwegian Financial Mechanism 2014 – 2021;

- Guidelines, instructions and other documents published by the Financial Mechanism Office, National Focal Point and Ministry of Finance of the SR (Certifying Authority);
- SK Strategy of gender equality –  
<http://www.gender.gov.sk/wp-content/uploads/2015/05/Strategia-RR.pdf>;
- National Action Plan on gender equality 2014 – 2019 in SR –  
<http://www.gender.gov.sk/wp-content/uploads/2015/05/Akcny-plan-RR.pdf>;
- Convention on the Elimination of all forms of Discrimination against Women (**CEDAW**) –  
[http://www.gender.gov.sk/wp-content/uploads/2012/06/CEDAW\\_1979.pdf](http://www.gender.gov.sk/wp-content/uploads/2012/06/CEDAW_1979.pdf);
- Concluding consideration on Combined fifth and sixth periodic reports of Slovakia -  
[http://www.gender.gov.sk/wp-content/uploads/2012/06/CEDAW\\_preklad-ZZ-SK\\_final.pdf](http://www.gender.gov.sk/wp-content/uploads/2012/06/CEDAW_preklad-ZZ-SK_final.pdf).

These documents are published on the websites [www.eeagrants.sk](http://www.eeagrants.sk) / [www.norwaygrants.sk](http://www.norwaygrants.sk) and/or [www.eeagrants.org](http://www.eeagrants.org). The Programme Operator may also introduce the FAQ section, if relevant.

The complaints page of the NFP can be found under this link: [complaints](#).

The Programme Operator can be contacted for queries by:

- e-mail: [eeagrants@vlada.gov.sk](mailto:eeagrants@vlada.gov.sk) (the request needs to be linked to the call - by call code DGV01; questions received by e-mail will be responded within 10 days);
- phone: +421-2-209 25 516.

### **13. CALL ANNEXES**

1. Application Form
2. Budget template
3. Education and awareness-raising campaign plan
4. Selection criteria
5. Selection Committee Statute and Rules of Procedures