

**OPEN CALL**  
under the  
**FUND FOR BILATERAL RELATIONS**  
EEA and Norway Grants 2014 – 2021  
**SLOVAKIA**

**1. BASIC DATA AND CONDITIONS**

The Fund for Bilateral Relations (hereinafter referred to as “the Fund”) was established to enhance cooperation and improve mutual knowledge and understanding between Slovakia and the Donor States – Iceland, Liechtenstein and Norway.

<b>Call closure:</b>	31 <sup>st</sup> December 2020 or until its total allocation is used
<b>Call number:</b>	FBR01
<b>Areas of Support:</b>	A. Political and institutional cooperation <sup>1</sup> between Slovakia and the Donor States B. Cultural cooperation - cultural exchange, promotion of culture and cultural development in Slovakia and in the Donor States
<b>Maximum grant to be applied for:</b>	EUR 30,000
<b>Minimum grant to be applied for:</b>	EUR 10,000
<b>Co-financing:</b>	No co-financing is requested by the applicants
<b>Total allocation:</b>	EUR 180,000
<b>Announced by:</b>	Government Office of the Slovak Republic – the National Focal Point
<b>Eligible applicants and partners:</b>	A. Under <i>political and institutional cooperation</i> , all public entities, professional unions, academic institutions and institutions with specific public mission established in Slovakia or in one of the Donor States are eligible to apply. B. Under <i>cultural cooperation</i> , all legal entities established in Slovakia or in one of the Donor States are eligible to apply.
<b>Further eligibility limitations:</b>	The Programme Operators of the Programmes within the EEA and Norway Grants 2014 – 2021 are not eligible to apply.
<b>Further conditions:</b>	1. Each Slovak applicant must have at least one partner from a Donor State and vice versa. 2. The implementation of the Initiative should not be planned to last more than 12 months and should be finished until 31 <sup>st</sup> August 2021. 3. The mandatory attachment to the Grant Application is a signed Partnership Statement.
<b>Funding source(s):</b>	EEA Financial Mechanism (EEA Grants) - 48,541114% Norwegian Financial Mechanism (Norway Grants) - 51,458886%

<sup>1</sup> For the purpose of this Call, as “institutional” cooperation is considered cooperation between public authorities, ministries, self-government authorities, professional unions, academic institutions as well as institutions with specific public mission.



## 2. ELIGIBLE ACTIVITIES

The range of activities eligible for support under the Fund is broad, including any initiatives leading to strengthening bilateral relations, enhancing cooperation and improving mutual knowledge and understanding between Slovakia and the Donor States in selected areas, provided that both the final beneficiary and the partner(s) are actively involved in planning of the initiative and its implementation. The Fund shall support well-balanced partnerships (bilateral or multilateral) where all parties benefit from the cooperation. Generally, the activities shall have a clear bilateral profile and serve the purpose of strengthening bilateral relations between Slovakia and the Donor States in the Areas of Support.

Examples of activities that can be carried out under the Fund:

- workshops, meetings, visits and conferences, seminars on topics of common interest;
- study tours and visits to the Donor States and/or to Slovakia;
- capacity building and short term training;
- data collection, reports, studies and publications;
- campaigns, exhibitions and promotional material;
- technical cooperation and exchange of experts;
- secondments and internships.

This list is non-exhaustive and is meant just as an example of possible activities.

Initiatives may not generate profit. If an initiative generates income as a part of its operation, the use of this income shall be described in the Grant Application.

The Applicant shall select at least 3 indicators listed in the Bilateral Fund Guide.

Unless otherwise agreed by the National Focal Point, the initiative needs to be financially completed within two months from the practical (substantial) completion of the activity, and the Final Report should be submitted no later than two months following the practical completion of the activity. The National Focal Point reserves the right not to reimburse the grant or its part in case the above mentioned was not complied with.

## 3. ELIGIBLE EXPENDITURES

Under this Call, only expenditures falling under Article 8.8, point a) and c) of the Regulations<sup>2</sup> are eligible. Eligible expenditures therefore are those related to:

- activities aiming at strengthening bilateral relations between the Donor States and Slovakia;

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<sup>2</sup> Regulation on the Implementation of the EEA Financial Mechanism 2014-2021 and Regulation on the Implementation of the Norwegian Financial Mechanism 2014-2021

- networking, exchange, sharing and transfer of knowledge, technology, experience and best practice between entities in Slovakia and entities in the Donor States and/or international organisations.

Except for the so-called “excluded expenditures” listed in Article 8.7 of the Regulations, all types of expenditures can be eligible, provided that they meet the conditions listed in this Call and in Article 8.2 of the Regulations.

No expenditures incurred before and after the dates set in the Grant Offer Letter shall be eligible. While there are no limitations regarding the types of expenditures (salaries, travel costs, purchase of equipment etc.), the past experience shows that the general principles on the eligibility of expenditures contained in Article 8.2. of the Regulations need to be considered. This is especially relevant as far as the *proportionality* and *necessity* of expenditures is concerned. As an example, purchase of equipment or consumables such as PCs, laptops, furniture might not be considered proportionate given the short time-span of the initiative implementation. Expenditures on wages that would be incurred irrespective of the implementation of the initiative might also be considered unnecessary (and thus not eligible). Further details can be found the Bilateral Fund Guide, issued by the National Focal Point.

#### **4. GRANT APPLICATION SUBMISSION AND EVALUATION**

All Grant Applications shall be prepared in English and submitted electronically at [bilateralnyfond@vlada.gov.sk](mailto:bilateralnyfond@vlada.gov.sk), along with the following mandatory attachments:

- a) Signed partnership statement. A recommended template for this statement can be found in the Bilateral Fund Guide.

The Grant Application should be received in a due time prior to its scheduled start of implementation. When drafting the schedule, applicants shall take into account that the evaluation may take up to 4 weeks, thus it is recommended to plan the activities not earlier than 8 weeks following the submission of the Grant Application. While aiming to be flexible, the National Focal Point reserves the right to reject applications not meeting this deadline. Resubmission can be allowed in case the Call closure is not approaching.

Applications shall be evaluated using the FIFO system (“First In First Out”).

#### **5. SELECTION PROCEDURES**

Grant Applications will be evaluated in the order they are received (FIFO principle), which means that the applications are being assessed in the exact same order in which they were delivered. The Selection Criteria are attached to this Call, where the detailed information on the selection procedures can be found.

## 6. FINANCING AND REPORTING

Generally, payments are provided as reimbursement of already incurred costs. If the grant amount exceeds €25,000, an advance payment of up to 80 % may be provided by the NFP following the signature of the Grant Contract.

The reimbursement is based on the approved Final Report submitted by the final beneficiary within two months after the completion of substantive implementation.

In case of longer initiatives (more than 6 months), an Interim Report shall be submitted, in order to report the progress in the implementation of the bilateral initiative.

## 7. FURTHER INFORMATION

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

Before and during preparation of a Grant Application it is recommended to become familiar with the following documents, as amended.

- Bilateral Guideline issued by the Financial Mechanism Office;
- Bilateral Fund Guide issued by the National Focal Point;
- Regulation on implementation of the EEA Financial Mechanism 2014 – 2021 and Regulation on implementation of the Norwegian Financial Mechanism 2014 – 2021;
- Guidelines, instructions and other documents issued by the Financial Mechanism Office, National Focal Point and Ministry of Finance of the SR (Certifying Authority).

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 NFP may also introduce the FAQ section, if relevant.

The National Focal Point can be contacted for queries by:

- e-mail: [bilateralnyfond@vlada.gov.sk](mailto:bilateralnyfond@vlada.gov.sk) (questions received by e-mail will be responded within 10 days);
- phone: +421-2-209 25 574.

## 8. CALL ANNEXES

1. Grant Application form
2. Selection criteria and selection procedure