

OPEN CALL FOR BILATERAL RELATIONS for establishing and development of the partnership

LOCAL DEVELOPMENT AND INCLUSION EEA and Norway Grants 2014 – 2021 SLOVAKIA

1. BASIC DATA AND CONDITIONS

The purpose of this call is to set-up a very flexible and easy tool facilitating visits and meetings of the Slovak applicants with their potential project partners from Norway.

This call is relevant for entities planning to apply under the **Call LDI01** dedicated to work with vulnerable children and youth in the Least Developed Districts of Slovakia that was launched by the Government Office of the SR under “**Local Development and Inclusion**” programme. For further information about the Call LDI01 please visit [DIRECT LINK HERE](#).

Call launching:	31 st July 2020
Call closure¹:	25 th September 2020 23:59 CET or until its total allocation is used
Call number:	LDIBF01
Maximum grant to be applied for:	EUR 2,500
Minimum grant to be applied for:	N/A
Co-financing:	No co-financing is requested by the applicants under this Call
Total allocation:	EUR 40,000 ²
Announced by:	Government Office of the Slovak Republic
Eligible applicants and partners:	<ul style="list-style-type: none"> • Municipalities located in the Least Developed District³ and their budgetary and allowance organisations • Self-governing regions of Banská Bystrica, Košice, Prešov and their budgetary and allowance organisations • State administration bodies • Any legal entity established in Norway <p>Applicants from Slovakia must have at least one partner from the Norway meeting the above definition and vice versa.</p>

¹ In case the conditions are not suitable for travelling the Programme Operator reserves the right to terminate the call before the call closure.

² Please note that this allocation is shared with the later announced calls LDIBF02 and LDIBF03

³ For the purpose of this Call, Least Developed Districts are those districts that were listed on the List of the Least Developed Districts issued in the quarter in which the Grant Application was submitted. They are also listed on the website <https://www.nro.vicepremier.gov.sk/>.

Further conditions:	<ol style="list-style-type: none"> 1. The implementation of the initiative must be completed within 5 days, including 2 days for the journey and not later than 30th October 2020. 2. Expenditures of up to 3 persons can be reimbursed. 3. Participation-related document(s), such as invitation, exchange of e-mails, agenda shall be submitted along with the Grant Application.
Funding source(s):	Fund for Bilateral Relations under the EEA and Norway Grants

2. ELIGIBLE ACTIVITIES

The call is aimed at facilitating **partnership** through visits and meetings between Slovak and Norwegian entities carried out in order to jointly prepare a project application that can later be submitted under the Call LDI01 for the support of youth centres in the least developed districts. Youth centre shall mean any institution (schools, school facilities, leisure-time centres, sports clubs, libraries, health centres and even less institutionalised types of centres) working with children and youth.

Partner shall be understood as a legal person 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.

3. ELIGIBLE EXPENDITURES⁴

Eligible expenditures are those related to the search for partners for donor partnership projects prior to or during the preparation of a project application, development of such partnerships and the preparation of an application for a donor partnership project.

Only the following types of expenditures can be eligible:

- a) travel costs;
- b) per-diem expenses/subsistence allowances.

No expenditures incurred before and after the dates set in the Decision on the approval of the application shall be eligible. Having regard to principle of *proportionality*, travel costs and subsistence allowances are calculated as a lump sum. Further details can be found in the Bilateral Fund Guide (mainly Annex 5), issued by the National Focal Point.

⁴ Under this Call, only expenditures falling under Article 8.8, point b) of the Regulation on implementation of the Norwegian Financial Mechanism 2014 – 2021 are eligible.

4. GRANT APPLICATION SUBMISSION

The Grant Application shall be written in English and submitted electronically at eeagrants@vlada.gov.sk, along with the following mandatory attachments (attached to this call):

- Participation-related document(s), such as signed Letter of intent, exchange of emails, invitation, event agenda, confirmation of acceptance of speech or other similar document proving the bilateral interest in the initiative from both Slovakia and Norway,

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

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

Grant Application should be submitted as DOC or DOCX files. Other annexes should be submitted as PDF files to prevent accidental loss of data.

The Grant Application shall be received in due time prior to the scheduled start of its implementation. When drafting the schedule, applicants shall take into account that the whole evaluation may take up to 3 weeks, thus it is recommended to plan the activities not earlier than 4 weeks following the submission of the Grant Application. While aiming to be flexible, a grant application submitted later than four weeks before the planned start of a bilateral initiative shall be rejected by the Programme Operator. Resubmission can be allowed in case the Call closure is not approaching.

5. SELECTION PROCEDURES

The 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.

Grant Applications not meeting formal or eligibility criteria, evaluated by the Programme Operator, shall be rejected by the Programme Operator. Applicants are informed about their right to contest the rejection. This rejection does not prevent the re-submission of the Grant Application.

Every Grant Application meeting the formal and eligibility criteria is circulated to the relevant Cooperation Committee representatives. The nominated representatives of the Programme Operator and the Royal Norwegian Embassy to Slovakia score the Grant Application and decide either to recommend or not to recommend the Grant Application for funding. The nominated representatives of the Programme Operator and the Royal Norwegian Embassy to Slovakia individually inform the Programme Operator about their decision on each Grant Application within 7 working days. Within this period the IPO, the Office of the Plenipotentiary of the government of the SR for Roma Communities and the Ministry of Investments, Regional Development and Informatization of the SR can provide the Programme Operator and the Royal Norwegian Embassy to Slovakia with their

comments on the application. The application shall be approved, if the Programme Operator and the Royal Norwegian Embassy to Slovakia recommend the grant application for funding.

Final decision shall be issued by the Programme Operator.

6. FINANCING AND REPORTING

No advance payments will be provided. Unless otherwise agreed by the Programme Operator, all activities under the initiative needs to be financially completed within one month from the date of return from the travel, and the payment claim should be submitted no later than two months following the date of return from the travel. The Programme Operator reserves the right not to reimburse the grant or its part in case the above mentioned was not complied with.

7. FURTHER INFORMATION

Please note that all applicants are required to disclose any consultant involved in the preparation of the Grant Application within the Grant Application⁵.

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

- Call LDI01 on the support of youth centres in the Least Developed Districts of Slovakia [DIRECT LINK HERE](#);
- Bilateral Guideline [DIRECT LINK HERE](#);
- Bilateral Fund Guide [DIRECT LINK HERE](#);
- Regulation on 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).

These documents are published on the websites www.eeagrants.sk and/or www.eeagrants.org. The Programme Operator may also introduce the FAQ section, if relevant.

Link to the website of the National Focal Point with information on how to submit complaint is here: [complaints](#).

The Programme Operator can be contacted for queries by:

- e-mail: eeagrants@vlada.gov.sk (the request needs to be linked to the call – by call code LDIBF01; questions received by e-mail will be responded within 10 days);
- phone: +421-2-209 25 516.

⁵ Staff of the National Focal Point, Programme Operator, DPPs or other programme partners providing general advices on the EEA & Norway Grants programmes as part of their public duties should not be listed on the list of consultants.



8. CALL ANNEXES

1. Application form including budget
2. Selection criteria