



slovenia
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Based on the Neighbourhood Programme Slovenia-Hungary-Croatia 2004-2006, approved by the Commission Decision No. K(2004) 4131 of 18 October 2004, the Programme Complement, approved by the Monitoring Committee of the Neighbourhood Programme Slovenia-Hungary-Croatia 2004-2006 on 7 July 2005, the Managing Authority in cooperation with the Ministry of Finance of the Republic of Croatia (Central Finance and Contracting Unit - CFCU) issues

2nd Call for Proposals in the frame of the Neighbourhood Programme Slovenia-Hungary-Croatia 2004-2006

Number of Call for Proposals: 4012-312/2005

1. Managing Authority:

National Agency for Regional Development (NARD), Kotnikova 28, 1000 Ljubljana.

2. Contracting Authority:

The Contracting Authority is the EC Delegation to the Republic of Croatia or the Central Finance and Contracts Unit of the Ministry of Finance upon accreditation.

3. Joint Call for Proposals:

This Call for Proposals is issued simultaneously in Slovenia, Hungary and Croatia by the Managing Authority in the Republic of Slovenia, National Agency for Regional Development in co-operation with the National Authority in the Republic of Hungary, National Office for Regional Development, and the Intermediate Body Hungarian Public Non-profit Company for Regional Development and Town Planning (VÁTI), and the Contracting Authority in the Republic of Croatia, Ministry of Finance (CFCU), and the Intermediate Body Ministry of Foreign Affairs and European Integration. It is being financed by two EU financial instruments, ERDF and PHARE, and national co-financing.

The joint **Application Pack**, consisting of the joint Guidelines for Preparation and Submission of Project Proposals, joint Application Form with annexes, a sample of the Grant Contract, sample Partnership Agreement, the Neighbourhood Programme Slovenia-Hungary-Croatia 2004-2006, and Programme Complement to the Neighbourhood Programme Slovenia-Hungary-Croatia 2004-2006, is available on the joint official web page of the programme: www.interreg-slohucro.com.

4. Subject of the Call for Proposals:

The subject of this Call for Proposals is co-financing of projects corresponding to the following measures within Priorities 1 and 2 of the Neighbourhood Programme Slovenia-Hungary-Croatia 2004-2006:

Priority 1: *Economic-Social Cohesion and Human Resources Development*

- **Measure 1.1: Joint Economic Space**
- **Measure 1.2: Joint Human Resources Development**
- **Measure 1.3: Joint Tourism and Culture Space**

Priority 2: *Sustainable Development*

- **Measure 2.1: Sustainable Use of Natural Resources and Environment Protection**
- **Measure 2.2: Nature Protection**
- **Measure 2.3: Accessibility**

Each project proposal has to correspond exclusively to **one** of the above-mentioned measures. All of the activities have to indicate cross-border impact on the eligible area of this Programme.

5. Available funds and project duration in Croatia:

The overall indicative amount of 3.000.000 EUR under this Call for Proposals will be available for all Measures within Priorities 1 and 2 of the Neighbourhood Programme Slovenia-Hungary-Croatia 2004-2006. Additional funds will be available in line with the provisions determined in the suspensive clause under point 16. The Contracting Authority reserves the right not to award all available funds for Croatia under this Call for Proposals.

The projects must be completed by August 2008. If PHARE 2006 allocation is available, the same deadline will be applicable.

6. Share of co-financing and minimum and maximum amount of grant under PHARE in Croatia:

Any grant awarded under this programme must fall between **the minimum of 75.000 EUR and the maximum of 400.000 EUR**. The share of co-financing for projects is up to **75%**. The balance must be financed from the applicant's or partners' own resources, or from sources other than the European Community budget. In case of joint applications, this minimum and maximum amount of support is valid for the Croatian project part, while the Hungarian and Slovenian parts have to respect the minimum and maximum amounts for Hungary and Slovenia respectively.

7. Eligible Area:

Projects co-financed within the Neighbourhood Programme Slovenia-Hungary-Croatia 2004-2006 can be implemented exclusively in the area of the following territorial units:

- **The Republic of Slovenia:** Pomurje, Podravje, Savinjska, Spodnjeposavska, Jugovzhodna Slovenija, Notranjsko-kraška, Obalno-kraška statistical regions;
- **The Republic of Hungary:** Vas, Zala, Baranya, Somogy counties;
- **The Republic of Croatia:** Osiječko-baranjska, Virovitičko-podravska, Koprivničko-križevačka, Međimurska, Varaždinska, Krapinsko-zagorska, Zagrebačka (without the capital Zagreb), Karlovačka, Primorsko-goranska, Istarska counties.

8. Eligible applicants and partners:

This Call for Proposals is open to applicants that:

- Are non-profit legal persons established by public or private law for the purposes of public interest or specific purpose of meeting needs of general interest;

- Have their headquarters or an organisation unit in the eligible area of the Neighbourhood Programme Slovenia-Hungary-Croatia 2004-2006 in Croatia;
- Have engaged in project cooperation at least one cross-border partner from the eligible area.

A detailed description of all conditions applicants and partners have to comply with is included in the Guidelines for Preparation and Submission of Project Proposals under Chapter 7.

9. Eligible costs:

9.1 Eligible direct costs:

- 1) the cost of staff assigned to the project, corresponding to actual salaries plus social security charges and other remuneration-related costs; salaries and costs must not exceed those normally borne by the Final Beneficiary or his partners, as the case may be;
- 2) travel and subsistence costs for staff taking part in the project, provided they do not exceed those normally borne by the Final Beneficiary or his partners, as the case may be; any flat-rate reimbursement must not exceed the scales approved annually by the European Commission;
- 3) the cost of purchasing equipment (new or used) and services, provided they correspond to market rates;
- 4) the cost of consumables and supplies;
- 5) subcontracting expenditure;
- 6) works;
- 7) costs arising directly from the requirements of the contract (dissemination of information, evaluation specific to the action, audit, translation, printing, insurance, etc.) including financial service costs (in particular the cost of transfers and financial guarantees).

9.2 Eligible indirect costs – General and administrative expenditure.

See Chapter 8.3.4 of the Guidelines for Preparation and Submission of Project Proposals.

10. Additional Information:

In the course of the call for proposals questions may be sent by fax or by e-mail to the following address:

- *Info Point at the Ministry of Finance:* cfcu@mfin.hr
- *Info Point at the Ministry of Foreign Affairs and European Integration:* fax (+385) 1/4599460, contact persons Mr Ivan Pavušek (ivan.pavusek@mei.hr) and Mr Jakša Puljiz (jaksa.puljiz@mei.hr) or
- *The Joint Technical Secretariat* in Ljubljana: fax (+386) 1/4313360, contact person Ms Irena Đokić (irena.dokic@gov.si).

The most frequently asked questions shall be available on the joint official web page: www.interreg-slohucro.com.

11. Submission of project applications:

Each applicant can submit several applications. The complete application - Application Form, and its annexes and relevant supporting documents in hard copy and CD with the Application Form and its annexes (as detailed in the Guidelines for Preparation and Submission of Project Proposals, Chapter 11, Point 11.4.1) - to be co-financed under the Neighbourhood Programme Slovenia-Hungary-Croatia 2004-2006 in Croatia must be received **in time and in a properly marked and sealed envelope** at the address indicated below:

Republika Hrvatska
Ministarstvo financija
Uprava za financiranje programa i projekata pomoći EU (CFCU)
Katančičeva 5
HR-10000 Zagreb

And additionally, in a separate envelope a CD containing **the application form and its annexes, in 1 copy** must be delivered to the address indicated below:

National Agency for Regional Development
Joint Technical Secretariat of the Neighbourhood Programme
Kotnikova 28
1000 Ljubljana
Slovenia

The deadline for the delivery of applications is 1st February 2006 by 14.00 hours on the indicated address. Any application received after the deadline will be automatically rejected.

The envelope must bear the following:

- The address to which the application is submitted
- The full name and address of the applicant
- The reference number of the Call for Proposals – 4012-312/2005
- The acronym of the project proposal
- And the wording: **»Do not open« - 2nd Call for Proposals »Neighbourhood Programme Slovenia-Hungary-Croatia 2004-2006«**

12. Opening of project applications:

The opening of the submitted applications is not public. All applications received in due time and manner as defined above will be considered.

13. Project selection:

The project selection procedure will be conducted in two phases:

13.1 Pre-evaluation conditions and criteria:

- A. Administrative compliance,
- B. Eligibility of the application,
- C. Quality of the application.

13.2 Joint project selection:

Projects that will be positively rated within the pre-evaluation phase will be evaluated afterwards by the Joint Selection Committee on the basis of three key criteria:

- D. Quality of cross-border cooperation,
- E. Cross-border impact,
- F. Priority criteria (horizontal policies).

The maximum score a project can obtain is 100 points.

The **final decision** on project selection is made by the Joint Selection Committee of the Neighbourhood Programme Slovenia-Hungary-Croatia 2004-2006, which issues a joint approval of selected projects. Nevertheless, the EC Delegation to the Republic of Croatia will formally endorse the decision of the Joint Selection Committee for projects applying for PHARE and will

retain the right of final endorsement of the PHARE element of projects upon CFCU's proposal by exercising ex-ante control.

Conditions, criteria, the evaluation method and the procedure for project selection are described in detail in the Guidelines for Preparation and Submission of Project Proposals (Chapter 12) and in the Programme Complement to the Neighbourhood programme Slovenia-Hungary-Croatia 2004-2006.

14. Informing on project selection:

On the basis of the joint approval by the Joint Selection Committee of the Neighbourhood Programme Slovenia-Hungary-Croatia 2004-2006 and the formal endorsement of this decision by the EC Delegation to the Republic of Croatia (ex-ante control if MF – CFCU is the Contracting Authority), the Ministry of Finance (CFCU) will inform the applicants, applying for PHARE, with a notice of award of a grant **within 150 days** from the deadline determined for submitting applications or within 30 days of the decision of the Joint Selection Committee. The deadlines are indicative. In case the project proposal is rejected, the applicant will receive a letter of rejection by the Ministry of Finance (CFCU).

15. Amendments:

Should the Call for Proposals and its application pack be amended before the closing date of the Call for Proposals, corrigenda will be published on the following joint official web site:
www.interreg-slohucro.com

Applicants are obliged to respect eventual amendments to the Call for Proposals and its application pack published in the manner as described above.

16. Suspensive clause:

The signature of the grant contracts by the Contracting Authority will be possible only once the Financing Agreement for PHARE 2005 has been signed between the European Commission and the Government of the Republic of Croatia.

Additional funds out of Regional PHARE 2006 allocation may be made available within this Call for Proposals provided the PHARE 2006 Project Fiche is approved by the PHARE Management Committee before the Joint Selection Committee has taken the final decision on awarding grants to Croatian applicants. The signature of the grant contracts financed by the 2006 PHARE allocation will be possible only once the Financing Agreement for PHARE 2006 has been signed between the European Commission and the Government of the Republic of Croatia.

17. Other provisions:

The results of the Call for Proposals are information of public nature and will be published on the web site www.interreg-slohucro.com after signature of subsidy/grant contracts with the selected final beneficiaries.

The Managing Authority in cooperation with
the Ministry of Finance (CFCU) and Ministry of Foreign Affairs and European Integration