



CALL FOR PROPOSALS

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**1. Reference number of the Call for Proposals: PBU2****2. Date of publication:** 16.05.2011**3. Programme:** Cross-border Cooperation Programme Poland-Belarus-Ukraine 2007-2013 approved by EC Decision No. C(2008)6411 of 6 November 2008.**4. Subject of the Call for Proposals:** The present Call for Proposals is open to Priority 1, Priority 2 and Measure 3.1 of the Programme as indicated in the point 2.1 of the Guidelines for Applicants.**5. Eligible area:**Cooperation areas:Poland:Krośnieńsko-przemyski sub-region (*in Podkarpackie voivodship*): powiaty bieszczadzki, brzozowski, jarosławski, jasielski, krośnieński, lubaczowski, przemyski, przeworski, sanocki, strzyżowski, leski, Powiat m. Krosno, Powiat m. Przemyśl;Białostocko-suwalski subregion (*in Podlaskie voivodship*): powiaty augustowski, białostocki, bielski, hajnowski, moniecki, sejneński, siemiatycki, sokólski, suwalski, Powiat m. Białystok, Powiat m. Suwałki;Białkopodlaski and Chelmsko-zamojski suregions (*in Lubelskie voivodship*): powiaty bialski, parczewski, radzyński, włodawski, Powiat m. Biała Podlaska and powiat biłgorajski, chełmski, hrubieszowski, krasnostawski, tomaszowski, zamojski, Powiat m. Chełm and Powiat m. Zamość;Ostrołęcko-siedlecki sub-region (*in Mazowieckie voivodship*): powiat łosicki, makowski, ostrołęcki, ostrowski, przasnyski, pułtuski, siedlecki, sokołowski, węgrowski, wyszkowski, Powiat m. Ostrołęka and Powiat m. Siedlce.Belarus:

Grodno Oblast, Brest Oblast, seven western districts of Minsk Oblast: Miadel, Vileika, Molodechno, Volozhin, Stolbtsy, Niesvizh, Kletsk

Ukraine:

Lvivska, Volynska, Zakarpatska Oblasts

Adjacent cooperation areas:Poland:Rzeszowsko-tarnobrzeski sub-region (*in Podkarpackie voivodship*): powiaty dębicki, kolbuszowski, leżajski, łańcucki, mielecki, niżański, ropczycko-sędziszowski, rzeszowski, stalowowolski, tarnobrzeski, Powiat m. Rzeszów and Powiat m. Tarnobrzeg.Łomżyński, sub-region (*in Podlaskie voivodship*): powiaty grajewski, kolneński, łomżyński, wysokomazowiecki, zambrowski, Powiat m. Łomża.



Lubelski sub-region (in Lubelskie voivodship): powiaty janowski, kraśnicki, lubartowski, lubelski, łęczyński, łukowski, opolski, puławski, rycki, świdnicki, Powiat m. Lublin.

Belarus:

Eastern part of the Minsk Oblast (15 districts Berezino, Borisov, Dzherzhinsk, Kopyl, Krupki, Logojsk, Luban, Minsk, Slutsk, Smolevichi, Soligorsk, Staryje Dorogi, Uzda, Cherven, and Puhovichskij), the city of Minsk and Gomel Oblast.

Ukraine:

Rivnenska, Ternopilska and Ivano-Frankivska Oblasts.

Infrastructure projects and infrastructure activities will be financed only in the cooperation areas.

The total value of activities financed in the adjacent cooperation areas may not be higher than 20% of total programme budget (such activities and their value must be clearly indicated and described in the Application Form).

6. Eligible Applicants, Partners: In order to be eligible for a grant, Applicants, Partners must:

- be legal persons or an entity without legal personality¹ **and**
- be non profit making² **and**
- be specific types of organisations such as: non-governmental organisations, public sector operators, local authorities, bodies governed by public law, international (inter-governmental) organisations as defined by Article 43 of the Implementing Rules to the EC Financial Regulation³ **and**
- be nationals⁴ of Poland, Belarus or Ukraine. This obligation does not apply to international organisations **and**
- be directly responsible for the preparation and management of the action with their partners, not acting as an intermediary **and**

¹ Applicable only for Polish partners (e.g. schools, museums etc). Subject to the prior approval of the relevant services of the JMA, grant applications may be eligible if submitted by entities which do not have legal personality under the applicable national law, provided that their representatives have the capacity to undertake legal obligations on their behalf, and assume financial liability.

² According to Directive 2004/18/EC, Art. 1 means any body:(a) established for the specific purpose of meeting needs in the general interest, not having an industrial or commercial character;(b) having legal personality; and (c) - financed, for the most part, by the State, regional or local authorities, or other bodies governed by public law; - or subject to management supervision by those bodies; - or having an administrative, managerial or supervisory board, more than half of whose members are appointed by the State, regional or local authorities, or by other bodies governed by public law.

³ International organisations are international public-sector organisations set up by intergovernmental agreements as well as specialised agencies set up by them; the International Committee of the Red Cross (ICRC) and the International Federation of National Red Cross and Red Crescent Societies, European Investment Bank (EIB) and European Investment Fund (EIF) are also recognized as international organisations.

⁴ Such nationality being determined on the basis of the organisation's statutes which should demonstrate that it has been established by an instrument governed by the national law of the country concerned. In this respect, any legal entity whose statutes have been established in another country cannot be considered an eligible local organisation, even if the statutes are registered locally or a "Memorandum of Understanding" has been concluded.



- be registered and located in the eligible area of the Programme.

For the detailed description of eligibility of applicants and partners please refer to Chapter 2.1.1 and 2.1.2 of the Guidelines for grant applicants.

7. Eligible partnerships: Partnerships must consist of at least one Partner from Poland and at least one Partner from Ukraine or Belarus.

8. Indicative funds available: The overall indicative amount of **88.143.349,25 EUR** is available under this Call for Proposals from Community contribution.

The Joint Monitoring Committee reserves the right not to award all available funds. The allocation per Priority is defined in point 1.3 of the Guidelines for Applicants.

For the detailed description of the eligible Actions and eligible costs please refer to Chapters 2.1.3 and 2.1.4 of the Guidelines for grant applicants.

9. Co-financing rate: No grant may exceed 90 % of the total forecasted eligible costs of the Action.

10. Size of grants:

- minimum amount: 100 000 EUR
- maximum amount: 4 000 000 EUR

11. Project duration: The planned duration of an Action may not exceed 24 months.

12. Language of the project application: Applicants must apply in Polish, Ukrainian, Russian or English, with a Project summary in English (Annex D of the Guidelines for Applicants).

13. Submission of the applications: Applications must be submitted in one original and two copies in A4 size, each bound separately. Both original and copies must consist of the complete application form and all relevant annexes/supporting documents.

Applications must be submitted in a sealed envelope by registered mail, private courier service or delivered by applicants (a signed and dated certificate of receipt will be given to the deliverer) at the address below:

Joint Technical Secretariat
Cross-border Cooperation Programme
Poland-Belarus-Ukraine 2007-2013
Centre for European Projects
39a Domaniewska St.
02-672 Warsaw, Poland



The outer envelope must bear the reference number and the title of the call for proposals, together with the title and number of the priority, the full name and address of the applicant, and the words "Not to be opened before the opening session" and "Proszę nie otwierać przed sesją otwarcia".

Where an applicant sends several different applications, each one has to be sent separately.

Applications sent by any other means (e.g. by fax or by e-mail) or delivered to other addresses will be rejected. Applicants must verify that their application is complete using the checklist (section IV of part B of the grant application form). Incomplete applications may be rejected.

14. Submission deadline: The deadline for the submission of applications is **September 30th 2011** as evidenced by the date of dispatch, the postmark or the date of the deposit slip. In the case of hand-deliveries, the deadline for receipt is **at 15.00 hours local time** as evidenced by the signed and dated receipt. Any application submitted after the deadline will automatically be rejected.

However, for reasons of administrative efficiency, the JTS may reject any application received after the effective date of approval of the first evaluation step (administrative and eligibility check).

15. Selection process: The description of the selection process can be found in Chapter 2.3 of the Guidelines for grant applicants.

16. Application package: The whole Application package and other relevant Programme documents are available at <http://www.pl-by-ua.eu/>.