



CALL FOR PROPOSALS

Published in the frame of the

Cross-Border Co-operation Programme Poland-Belarus-Ukraine 2007-2013

with reference number

PBU1

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**1. Reference number of the Call for Proposals:** PBU1**2. Date of publication:** 02.11.2009**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, Measures 2.1 and 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, sokółski, 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.

Investment activities (infrastructure) 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 personality **and**
- be non profit making **and**
- be specific types of organisations such as: non-governmental organisations, public sector operators, local authorities, international (inter-governmental) organisations as defined by Article 43 of the Implementing Rules to the EC Financial Regulation **and**
- be national 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**
- be registered and located in the eligible area of the programme (*core and adjacent area can be listed here also*) **or**
- in exceptional cases where the project's objectives cannot be achieved without the participation of a partner established within the participant countries but outside the programme area, the participation of this organisation can be accepted. The participation of organisations located outside of the programme area must be duly justified in the application. In this respect, the organisations registered and located outside the programme area have to prove that: a) they fulfill the respective requirements according to chapter 2.1.1 of these guidelines for applicants; b) they are the only organizations competent in their scope of action for certain parts of the eligible area, e.g. ministries, agencies, national research bodies, water management organizations, natural parks administrators etc.; c) they carry out activities for the benefit of the regions in the programme area.



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 **16 126 091 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 indicative allocation per measure 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: 1 500 000 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 or Russian, with a 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. The complete application form (part A: concept note and part B: full application form), budget and logical framework must also be supplied in electronic format (CD-Rom) in a separate and unique file (e.g. the application form must not be split into several different files). The electronic format must contain **exactly the same** application as the paper version enclosed.

The Checklist (Section IV of part B the grant application form) and the Declaration by the applicant (Section V of part B of the grant application form) must be stapled separately and enclosed in the envelope

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

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"

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



Postal address, Address for hand delivery or by private courier service

*Joint Technical Secretariat
Cross – Border Cooperation Programme Poland-Belarus-Ukraine
Centre for European Projects
39a Domaniewska St.
02-672 Warsaw
Poland*

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 **March 1st 2010** 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 (i.e. Concept Note).

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/>.

This Call for Proposals is launched under suspension clause linked to the signing of the Financing Agreements between the European Commission and participating countries (Ukraine and/or Belarus).