

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

CULTURAL ENTREPRENEURSHIP, CULTURAL HERITAGE AND CULTURAL COOPERATION – ARTS COMPONENT 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, Iceland and/or Liechtenstein.

This call is relevant for entities planning to apply under the **Call CLT02** for contemporary arts that will be launched by the Government Office of the SR under the Cultural entrepreneurship, cultural heritage and cultural cooperation programme. For further information about the Call CLT02, please visit [directlinkhere](#).

Call launching:	4 th June 2019
Call closure:	16 September 2019, 23:59 CET or until its total allocation is used
Call number:	CLTBF02
Maximum grant to be applied for:	EUR 5,000
Minimum grant to be applied for:	N/A
Co-financing:	No co-financing is requested by the applicants under this Call
Total allocation:	EUR 30,000
Announced by:	Government Office of the Slovak Republic
Eligible applicants and partners:	All legal entities established in Slovakia or in one of the Donor States ¹ whose principal activity is in the cultural and creative sectors as defined in Regulation (EU) No 1295/2013 ² of the European Parliament and of the Council establishing the Creative Europe Programme (2014-2020). Applicants from Slovakia must have at least one partner from the Donor States meeting the above definition and vice versa.
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 31 October 2019. 2. Expenditures of up to 3 persons can be reimbursed. 3. Participation-related document(s), such as invitation, exchange of e-mails shall be submitted along with the Grant Application.
Funding source(s):	Fund for Bilateral Relations under the EEA and Norway Grants

¹ Norway, Iceland and/or Liechtenstein

² OJ L 347, 20.12.2013

2. ELIGIBLE ACTIVITIES

The call is aimed at facilitating partnership through visits and meetings between Slovak and Donor States entities (Norway, Iceland, and Liechtenstein) carried out in order to jointly prepare a project application that can later be submitted under the Call CLT02 for contemporary arts.

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 EXPENDITURES³

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, issued by the National Focal Point.

4. GRANT APPLICATION SUBMISSION

The Grant Application shall be written in English and submitted electronically at eeagrants@vlada.gov.sk, along with the following:

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

The date and time of the submission of the Grant Application is identical to the date on 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.

³ Under this Call, only expenditures falling under Article 8.8, point b) of the Regulation are eligible.

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 2 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, the Programme Operator reserves the right to reject applications not meeting this deadline. 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 relevant Donor Programme Partner the Norway Arts Council 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 relevant Donor Programme Partner shall individually inform the Programme Operator about their decision on each Grant Application within 7 working days. Within this period the Norwegian Embassy in Slovakia, the Ministry of Culture of the SR, the Monuments Board of the SR and the Slovak Arts Council can provide the Programme Operator and the relevant Donor Programme Partner with their comments on the application. The application shall be approved, if the Programme Operator and the relevant Donor Programme Partner 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.

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

- Call CLT02 for contemporary arts (or pre-announcement of the call before its launching);
- Bilateral Guideline;
- Bilateral Fund Guide;
- Regulation on implementation of the EEA 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.

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 CLTBF02; questions received by e-mail will be responded within 10 days);
- phone: +421-2-209 25 516.

8. CALL ANNEXES

1. Application form including budget
2. Selection criteria