

OPEN CALL FOR PROPOSALS
CULTURAL ENTREPRENEURSHIP, CULTURAL HERITAGE AND CULTURAL COOPERATION
EEA Grants 2014 – 2021
SLOVAKIA

1. BASIC DATA AND CONDITIONS

The objective of the call is to find projects on restoration and revitalisation of cultural heritage for the reuse or further use of cultural monuments and to foster their entrepreneurial potential.

Call launching:	26 July 2019
Call closure:	29 November 2019, 23:59 CET
Call number:	CLT01
Programme outcome(s):	Cultural heritage conditions enhanced
Programme output(s):	Cultural heritage restored and revitalised
Maximum grant to be applied for:	EUR 1,000,000
Minimum grant to be applied for:	EUR 200,000
Co-financing:	For state sector entities, co-financing is not required At least 5% for all other public sector entities, incl. regional and local self-governments and institutions and agencies thereof At least 10% for non-governmental organisations ¹ , Social Partners ²³ and other non-for-profit organisation At least 20% for private sector entities and other entities
Total allocation:	EUR 10,539,725
Announced by:	Government Office of the Slovak Republic
Eligible applicants:	Any entity, public or private, commercial or non-commercial and non-governmental organisations, established as a legal person in Slovakia. Natural persons are not eligible.
Eligible partners:	Any public or private entity, commercial or non-commercial, as well as non-governmental organisations established as a legal person either in the Donor States ⁴ or in the Beneficiary States ⁵ , or any international organisation or body or agency thereof. Natural persons are not eligible.

¹ For the purposes of the call “Non-governmental organization” (hereinafter referred to as NGO) is defined as a non-profit organization established as a legal entity, having a non-commercial purpose, independent off local, regional and central government, public entities, political parties and commercial organizations. Religious institutions and political parties are not considered NGOs.

² For the purposes of the call “Social partners” are defined as representatives of employers’ organizations and trade unions.

³ In case of NGOs and social partners, in-kind contribution in the form of voluntary work may constitute up to 50% of the co-financing

⁴ Norway, Iceland, Liechtenstein

⁵ For the full list of the Beneficiary States consult the document Agreement on the EEA Financial Mechanism 2014-2021 - https://eur-lex.europa.eu/resource.html?uri=cellar:02eed2b7-da51-11e5-8fea-01aa75ed71a1.0011.02/DOC_2&format=PDF

Further conditions:	<ol style="list-style-type: none"> 1. Restoration works must be carried out as part of the project and on a cultural monument owned, operated or rented by the Project Promoter or Project Partner and listed on the List of national cultural monuments with priority of protection and restoration at the time of Call closure - https://www.pamiatky.sk/sk/page/evidencia-narodnych-kulturnych-pamiatok-na-slovensku. 2. The Project Application must include justification for the project to be in line with community needs. The Project must be subject to documented consultation with local community before the Project Application is submitted or later in the project development. 3. Partnership agreements shall be signed with other players (such as local NGOs, service providers, schools and municipalities, etc.) before or during the project implementation. 4. Costs on infrastructure (hard measures)⁶ must not exceed 70% of the total eligible costs of the project. 5. The mandatory attachments to the Project Application are: <ol style="list-style-type: none"> a) the Budget; b) the Entrepreneurial Strategy; c) the Questionnaire. 6. Projects shall be implemented in line with applicable state aid rules.
Funding source(s):	EEA Grants and State Budget of the Slovak Republic

2. EXPECTATIONS AND RESULTS FRAMEWORK

The main ambition of this Call is to activate income generation potential of cultural heritage through its reuse and through the implementation of cultural activities.

Projects supported under this Programme contribute to the Programme Objective defined as *Social and economic development strengthened through cultural cooperation, cultural entrepreneurship and cultural heritage management*.

Projects supported under this Call contribute to Programme Outcome defined as *Cultural heritage conditions enhanced* and Programme Output defined as *Cultural heritage restored and revitalised*.

In the Application Form, applicants are obliged to set baseline and target values for the following Programme Indicators:

- Annual number of visitors to supported cultural heritage sites, museums and cultural activities
- Annual revenues generated by the restored monument(s) (in €)
- Number of jobs created (disaggregated by gender, age)
- Number of cultural monuments restored and revitalised. **Minimum target value is 1 and the cultural monument must be listed on the List of national cultural monuments with priority**

⁶ For the purposes of the Programme the infrastructure (hard measures) are defined as any activities that require a building permit/a building announcement or purchase of buildings or estates.

of protection and restoration at the time of Call closure -
<https://www.pamiatky.sk/sk/page/evidencia-narodnych-kulturnych-pamiatok-na-slovensku>.

- Number of entrepreneurship strategies developed and implemented. **Entrepreneurship strategy must be submitted along with the Project Application.**
- Number of partnership agreements concluded between the owner⁷ of cultural heritage sites and other players. **At least 1 partnership agreement must be concluded before or during the implementation of the project.**
- Number of projects that have conducted consultations with the local community. **Every project proposal should be consulted with local community before the Project Application is submitted or later in the project development. Minutes, summary conclusions or other document should be submitted with the Project Application.**
- Number of revitalisation projects promoting the culture and heritage of minorities.

No baseline values are required for output indicators, as all of them should automatically be set to zero.

The full results framework of the programme is listed in the Annex I to the Programme Agreement concluded between Slovakia and the Donor States and published at www.eeagrants.sk.

3. SELECTION CRITERIA AND PRIORITISED PROJECTS

Priority shall be given to:

- Projects implemented in the less developed and disadvantaged geographical areas and communities
- Projects that valorise cultural heritage, meaning that restoration of a cultural monument is a mandatory part of a project and priority is given to cultural monuments in worse condition
- *Projects where networks with service providers (accommodation, leisure activities, restaurants etc.) and other local players are being created*
- Projects with clear entrepreneurship strategy, focused on generating incomes from **cultural activities**
- Project implemented in partnership with entities from Donor States (Norway, Iceland and/or Liechtenstein)
- Projects that aims to actively involve the local community
- Projects implemented in partnership or cooperation with cultural players (meeting the definition of the Creative Europe) and/or Cultural and Creative Centres
- Projects that promote cultural heritage of minorities, such as Jewish, Roma, etc.
- Projects combatting radicalism, extremism and hate speech
- Projects involving local craftsmen in the restoration works, e.g. through training in traditional skills in restoration and crafts
- Project implemented in areas with already existing touristic interest
- Projects that aims on establishing residential arts centre

⁷ In case the applicant is a public entity, the term owner shall be understood as a synonym to operator.

- Projects with a strong focus on the education functions of cultural heritage

The underlined text indicates that the priority is a condition, i.e. it is mandatory to include the priority in the project.

At the same time it is highly unlikely that one project will meet all the priorities of this programme. It is also highly recommended **not to try** to meet all of it; otherwise, the project will be very hard to implement. For the success of the whole Programme, it is important that some projects contribute to certain priorities and other projects contribute to different ones.

Selection criteria, reflecting the above mentioned priorities, have been published along with the Call.

4. ELIGIBLE ACTIVITIES

In line with the state aid rules and taking into account the focus of this Call, the project grant can be used for the following cultural purposes and activities:

(a) museums, archives, libraries, artistic and cultural centres or spaces, theatres, cinemas, opera houses, concert halls, other live performance organisations, film heritage institutions and other similar artistic and cultural infrastructures, organisations and institutions;

(b) tangible heritage including all forms of movable or immovable cultural heritage and archaeological sites, monuments, historical sites and buildings; natural heritage linked to cultural heritage or if formally recognized as cultural or natural heritage by the competent public authorities;

(c) intangible heritage in any form, including folklorist customs and crafts;

(d) art or cultural events and performances, festivals, exhibitions and other similar cultural activities;

(e) cultural and artistic education activities as well as promotion of the understanding of the importance of protection and promotion of the diversity of cultural expressions through educational and greater public awareness programs, including with the use of new technologies;

(f) writing, editing, production, distribution, digitisation and publishing of music and literature, including translations.

In addition, and if necessary for the achievement of the objectives of the project, other activities might be considered eligible and funded under the *de minimis* aid rules.

Below please find some examples of activities that might help you to increase the income-generation capacity of your cultural monument:

- Investment into interactive cultural programme focused on some major events and/or persons historically linked with the cultural monument
- Investment into infrastructure for production of traditional products, such as beer, mead, herbs and others (as long as at least 80% of the cultural monument is still used for cultural activities)

- Small-scale investment into biking routes to improve access to cultural heritage, incl. bike rental for guests/visitors (can be supported under the de minimis aid)
- Investment into amphitheatres, interactive exhibitions, new and innovative forms of presentations etc.
- Financing operating (running) costs related to geocaching, treasure hunting, re-living adventures from historical books and other pop-culture experience

5. ELIGIBLE EXPENDITURES

Except for the so-called “excluded expenditures” listed in Article 8.7 of the Regulation on the Implementation of the European Economic Area Financial Mechanism 2014-2021 („the Regulation“), all types of expenditures can be eligible, provided that they meet the conditions listed in this Call and in Article 8.2, 8.3 and 8.5 of the Regulation.

Unless a later date is provided in the project contract, expenditures are eligible as of the date on which the Programme Operator decides to award the project grant. The Programme Operator shall in the same decision fix the final date of eligibility which shall be no later than either one year after the scheduled completion of the project or the date referred to in paragraph 3 Article 8.13 (currently 30 April 2024) of the Regulation, whichever is earlier.

Investment costs must not exceed 70% of the Total Eligible Costs of the Project.

For the purpose of this Call, equipment⁸ shall be considered costs of non-current (long-term) tangible and intangible assets according to the applicable accounting standards of the country where the applicant and/or project partner is established and according to generally accepted accounting principles.

Applicants and project partners may opt to submit proof of expenditure by way of an audit report. It is highly recommended that project partners from the Donor States indeed opt to use this possibility and that they indicate the costs related to the these audits into the Budget. For further information, see Article 8.12 of the Regulation.

6. RECOMMENDED MILESTONES AND TIMEFRAME

The Programme Operator highly recommends that the projects comply with the following time-frame:

Event/Milestone	Expected date
Call closure	November 2019
Project Contract signed	July 2020
Public Procurement for restoration works launched	September 2020

⁸ Where new or second hand equipment is purchased, only the portion of the depreciation corresponding to the duration of the project and the rate of actual use for the purposes of the project may be considered eligible expenditure. The entire purchase price of that equipment may only be eligible in case the PO determines that the equipment is an integral and necessary component for achieving the outcomes of the project by way of exception from the rule.

Public Procurement for restoration works completed	January 2021
Restoration works started	March 2021
Restoration works completed	October 2022
Income-generation activities started	Not later than after completing the restoration works
Project completed	December 2023

As indicated in the table above, the entire selection process will last approximately 8 months. It is crucial to limit the amount of time needed for the construction works, especially in cases the cultural activities cannot be started before the restoration works are completed.

7. PARTNERSHIP

Partner is a legal entity 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.

An example of suitable partnership is a situation in which the applicant is responsible for operation of the cultural monument, incl. the restoration works, while the partner runs the income-generation cultural activities. A poor example of a partnership is a situation in which the partner is running a café or restaurant at the premises of the applicant, or provides services for the applicant. This, in fact, is not a partnership within the meaning of this Call; this would be a business relation.

In a working partnership, the partner has its own budget and activities he is responsible to meet. However, it is very important to realise that the applicant is responsible for all commitments and irregularities of the partner in relation to the Programme Operator.

If the project is to be implemented in a partnership, **partnership statement, letter of intent or other similar documents** proving the partner's interest in participating in the project should be submitted along with the Project Application. The document should be signed and submitted as a scanned version.

After the Project Application is approved, draft **partnership agreement** shall be submitted. The draft agreement is subject to the Programme Operator's screening before it is concluded. **It is neither necessary nor recommended to enter into the partnership agreement before the Project is approved!** Signed partnership statement, letter of intent or other similar document shall be seen as sufficient expression of interest of the applicant and its partner to jointly implement the project.

The number of partners receiving support under the Project is limited to 3. Other entities involved in the project can be mentioned in the Project Application as cooperating entities.

Partnership with Donor States entities

One of the two main objectives of the EEA Grants is to support the cooperation with Donor States entities. To this end, the Programme Operator has opened the possibility to apply for a grant for the

search and establishment of partnerships between Slovak and Donor States entities. These activities can be funded under the Programme Bilateral Fund, which will provide small grants up to **EUR 5,000** covering mainly the related travel costs.

Please, be aware that:

1. It is necessary to apply for this grant before the expenses have been incurred.
2. The approved grants will be disbursed in the form of reimbursement.

When searching for a suitable partner in Norway, Iceland or Liechtenstein, the applicants may use one of the following tools:

1. Sending an inquiry with short description of the project to eeagrants@vlada.gov.sk. Such request will be shared with the Donor Programme Partners.
2. Direct contact with entities listed on the List of potential partners, published at www.eeagrants.sk.
3. When searching for partners from Iceland, it is recommended to contact RANNIS as the contact point at Ragnhildur.Zoega@Rannis.is.
4. When searching for partners from Liechtenstein, it is recommended to contact EEA grant coordinator in the area of culture⁹ as the contact point at arnoehri@eeagrants.li.
5. When searching for partners from Norway, it is recommended to contact the Norwegian Directorate for Cultural Heritage¹⁰ as the contact point at noelle.dahl-poppe@ra.no.

Further information can be found in the **Call for bilateral activities**, published at www.eeagrants.sk.

8. SPECIAL PROVISIONS RELATED TO BUILDINGS

Upon the signature of the Project Contract, the Project Promoters will be obliged to:

- Keep any buildings purchased, constructed, renovated or reconstructed under the project in their ownership for a period of at least 5 years following the completion of the project and continue to use such buildings for the benefit of the overall objectives of the project for the same period;
- Keep any buildings purchased, constructed, renovated or reconstructed under the project properly insured against losses such as fire, theft and other normally insurable incidents both during project implementation and for at least 5 years following the completion of the project; and

⁹ It is recommended to complete the Norwegian partners search form provided in the call Annexes if you contact the identified potential partners, the coordinator in the area of culture in Liechtenstein or the Programme Operator.

¹⁰ It is recommended to complete the Norwegian partners search form provided in the call Annexes if you contact the identified potential partners, Norwegian Directorate for Cultural Heritage or the Programme Operator.

- Set aside appropriate resources for the maintenance of any buildings purchased, constructed, renovated or reconstructed under the project for at least 5 years following the completion of the project. The specific means for implementation of this obligation shall be specified in the project contract.

Buildings that are constructed, reconstructed or renovated from the Project Grant, cannot be sold, rented, or mortgaged within five years of the completion of the project (i.e. the approval of the Final Project Report), or longer if stipulated in the Project Contract. Further details can be found in Article 8.6 of the Regulation.

It is highly recommended that the cultural monument that is to be restored is **owned** (or in case of public property **operated**) by the **applicant**. While it is possible to support projects where the monument is owned or operated by a project partner, such projects will be considered more risky by the Programme Operator, thus receiving fewer points. It is also possible to support restoration of cultural monuments rented by the applicant or project partner, however, these projects will be significantly disfavoured, and special provisions may be imposed by the Programme Operator to mitigate the related risk.

After careful consideration, the Programme Operator has decided not to request construction permits as mandatory attachments to the Project Application. However, a preliminary positive statement of the Monuments Board of the SR to the restoration proposal is generally considered as the minimum requirement.

9. SELECTION PROCEDURES

The project evaluation and award of grants shall be in accordance with Article 7.4 of the Regulation.

The Programme Operator shall be responsible for project evaluation and for the award of grants.

The Programme Operator shall establish a Selection Committees that shall recommend the projects to be funded.

The Selection Committee shall consist of at least six persons possessing the relevant expertise. At least one of them shall be external to the Programme Operator and its partners. The Norwegian Directorate for Cultural Heritage, the Financial Mechanism Committee and the National Focal Point shall be invited to participate in the meetings of the Selection Committee as observers.

The Programme Operator shall review the Project Applications for compliance with administrative and eligibility criteria. Applicants whose Project Applications are rejected at this stage shall be informed and given a reasonable time to appeal that decision.

Each Project Application that meets the administrative and eligibility criteria shall be reviewed by two experts: one of these experts shall be appointed by the Programme Operator in cooperation with the Monuments Board of the SR and the other shall be appointed by the Royal Norwegian Embassy in Slovakia in cooperation with the Norwegian Directorate for Cultural Heritage. The experts shall be impartial and independent of the Programme Operator and the Selection Committee.

The experts shall separately score the project according to the selection criteria published with the call for proposals. For the purposes of ranking the projects, the average of the scores awarded by the experts shall be used.

If the difference between the scores given by the two experts is more than 30% of the higher score, a third expert shall be commissioned by the Programme Operator to score the project independently. In such cases the average score of the two closest scores shall be used for the ranking of the projects.

The Programme Operator shall provide the Selection Committee with a list of the ranked projects. The Selection Committee shall review the ranked list of projects. It may modify the ranking of the projects in justified cases. The Selection Committee can mainly give priority to the projects enabling to achieve the target values of the indicators, to cover the certain geographical regions lagging behind; and clearly defined less privileged target groups. The justification for the modifications shall be detailed in the minutes of the meeting of the Selection Committee. If such a modification results in a project's rejection, the affected applicant shall be informed in writing about the justification for the modification. The Selection Committee shall submit the list of recommended projects to the Programme Operator.

The Programme Operator shall verify that the selection process has been conducted in accordance with the Regulation and that the recommendations from the Selection Committee comply with the rules and objectives of the programme. Following such verification, the Programme Operator shall, based on the recommendation of the Selection Committee, make a decision on which projects shall be supported. Prior to making such decision, an on the spot visit may be carried out by the Programme Operator. If, in duly exceptional cases, the Programme Operator modifies the decision of the Selection Committee or suggests modification of the project, it shall inform the Selection Committee and the applicants affected and provide them with a justification.

The Programme Operator shall notify the applicants about the results of the selection process within a reasonable time and publicise the results.

10. FINANCING AND REPORTING

Payments of the project grant shall take the form of advance payments, interim payments and a final payment. The level of advance payment to projects shall be set out in the project contract. The maximum level of advance payment shall be linked to the project budget and duration as follows:

Project implementation duration ¹¹	Advance payment	1 st Interim payment	2 nd Interim payment	3 rd Interim payment	4 th Interim payment	Final payment ¹²
Less than 24	20%	40%	30%	-	-	10%

¹¹ The project contract may set suspensive conditions related to advance, interim and/or final payments. In justified cases, at the Programme Operator's discretion, a project promoter may receive extraordinary payments to ensure sufficient funds for the projects during the implementation so as to avoid any liquidity problems, provided that the Programme Operator has sufficient capacity to proceed with these payments.

¹² Retention may be applied at the end of the implementation or pro rata from each advance payment and interim payments.

months						
24-36 months	15%	30%	25%	20%	-	10%
More than 36 months	10%	20%	20%	25%	15%	10%

The advance payment shall be paid following the signature of the project contract. Subsequent payments shall be paid after the approval of project interim reports. The final payment will be paid after approval of the final report.

An advance payment, if any, of a percentage of the total grant amount shall be paid within 15 working days from the submission of a request or within the period set in the project contract. The interim payments shall be paid within 1 month after the approval of project interim reports.

11. STATE AID

The Programme Operator shall, in line with Article 8.16 of the Regulation, ensure that any public support under the EEA Financial Mechanism 2014-2021 complies with the procedural and substantive state aid rules applicable at the time when the public support is granted. In case the Programme Operator establishes that the provision of the Project Grant would constitute State Aid, the Programme Operator shall assess its compatibility with the State Aid Scheme on the Support of Cultural Tourism and Arts, (hereinafter referred to as “the Scheme”), published at www.eeagrants.sk.

The Scheme covers both investment aid and operating aid within the meaning of Article 53 of the General Block Exemption Regulation (GBER).¹³ State Aid represents a comprehensive topic and the applicants are advised to consult the GBER and the Scheme. The GBER provides for several stipulations that might have an impact on the implementation of the project, including, but not limited to:

1. Costs for the construction, upgrade, acquisition, conservation or improvement of infrastructure are eligible, if at least 80 % of either the time or the space capacity per year is used for cultural purposes. As an example – in case of a museum with a souvenir shop and a café, the space capacity would be the relevant indicator, given that there are, inside one infrastructure, different spaces dedicated to cultural and non-cultural activities. The time capacity would be used if the same infrastructure is used at different points in time for cultural and non-cultural purposes (e.g. a concert hall is rented out for conferences)¹⁴.
2. In case the provision of the Project Grant constitutes State Aid, the applicant and any of their partners receiving support under the Scheme must not be considered as undertaking in difficulty as defined in Article 2, recital 18 of the GBER.

¹³ Commission Regulation (EU) No 651/2014 of 17 June 2014 declaring certain categories of aid compatible with the internal market in application of Articles 107 and 108 of the Treaty

¹⁴ See: http://ec.europa.eu/competition/state_aid/legislation/practical_guide_gber_en.pdf

Alternatively, if the project falls under the scope of this Call but includes costs that are not eligible under the Scheme, the grants or its respective part can be provided as *de minimis* aid, if conditions for granting this aid are met.

12. PROJECT APPLICATION SUBMISSION AND EVALUATION

Project Application shall be prepared in English and submitted electronically via the web application accessible at [directlink](#) until the date and time of the call closure specified in Chapter 1 of this Call (Basic data and conditions). The Application Form can be found at [directlink](#) and the user guide at [directlink](#). The following mandatory attachments shall be submitted along with Project Application:

1. Budget. Budget template is attached to this Call.
2. Completed Entrepreneurship Strategy. The recommended template is attached to this Call.
3. Completed questionnaire. The questionnaire is attached to this Call.

In case the Project is to be implemented in partnership, signed and scanned partnership statement, letter of intent or other similar document should also be submitted along with the Project Application.

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

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

Project Application and the Budget should be submitted as XLS or XLSX files. Other annexes should be submitted as PDF files to prevent accidental loss of data.

13. FURTHER INFORMATION

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

There is no legal entitlement to the Project Grant.

Before and during preparation of a Project Application the applicant is strongly advised to comply with the following documents, as amended:

- Guideline for Applicants
- Guideline for Project Promoters and Project Partners
- State Aid Scheme on the Support of Cultural Tourism and Arts
- *De minimis* Aid Scheme for the support of financial participation of undertakings in projects of the EEA and Norwegian Financial Mechanism 2014-2021
- Project Contract template

Further recommended documents are:

- Programme Agreement for the financing of the Programme “Cultural Entrepreneurship, Cultural Heritage and Cultural Cooperation”
- Regulation on the 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 / www.norwaygrants.sk and/or www.eeagrants.org. The Programme Operator may also introduce the FAQ section, if relevant.

The complaints page of the NFP can be found under this link: [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 CLT01; questions received by e-mail will be responded within 10 days);
- phone: +421-2-209 25 516.

14. CALL ANNEXES

1. Application Form
2. Budget template
3. Entrepreneurship Strategy template (not binding)
4. Questionnaire
5. Selection Criteria
6. Selection Committee Statutes and Rules of Procedures
7. Norwegian partners search form (not binding)
8. Liechtenstein partners search form (not binding)