

## **NORWAY GRANTS 2009-2014**

### **BG 10 - GREEN INDUSTRY INNOVATION PROGRAMME BULGARIA**

#### **FUND FOR BILATERAL RELATIONS**

### **Call for Travel Support and Seed Money**

#### **1. Background information**

Green Industry Innovation is one of the Programme areas under the Norway Grants assistance for the financial period 2009-2014. The overall objective of the Green Industry Innovation Programme area is to increase the competitiveness of green enterprises, including greening of existing industries, green innovation and green entrepreneurship. Private sector is the primary target group. The expected outcomes from this Programme area are: Realization of business opportunities of greening the European economy – Reduced production of waste and reduced emissions to air, water and ground – More use of environmentally friendly technologies – Increased green job creation and entrepreneurship.

Innovation Norway is a state owned entity under the Norwegian Ministry of Trade, Industry and Fisheries and the Norwegian County Municipalities. Innovation Norway has been appointed as the Programme Operator for the Green Industry Innovation Programme Bulgaria.

The Programme was launched in December 2012 and all documents relevant for Green Industry Innovation Programme Bulgaria are available at the Programme website:  
[www.norwaygrants-greeninnovation.no](http://www.norwaygrants-greeninnovation.no).

The highest degree of transparency, accountability and cost efficiency as well as the principles of good governance, sustainability, gender equality and equal opportunities shall apply in implementation of Norway Grants.

#### **2. Objectives of the Fund for Bilateral Relations on a Programme level**

The objective of the Fund for Bilateral Relations on a Programme level is to strengthen the bilateral relations between the Republic of Bulgaria and Norway through facilitating networking, exchange, transfer and sharing of knowledge, technology experience and good practices.

The maximum budget set aside for this call is EUR 100'000.

Two types of support in the frame of the Fund for Bilateral Relations will be offered:

- **Travel Support** ;
  - **Seed Money** (small projects).
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### **3. Eligible activities**

The financial support will be given for initiatives in compliance to the objective and expected outcomes of the BG 10 – Green Industry Innovation Programme (the Programme) and the scope of an identified opportunity under Horizon 2020, or another relevant European Programme.

#### **3.1 Travel support**

- Visit to existing or potential new partners with the view to establish future joint project activities.

#### **3.2 Seed money**

The following types of activities will be prioritized:

- Feasibility studies;
- Financial, technical and economic analysis, etc.;
- Professional assistance for partner search (eligible only for BG-10-Green Industry Innovation Programme);
- Market research, etc.( eligible only for BG10- Green Industry Innovation Programme);
- Joint round-tables, seminars and workshops;
- Capacity building and training on green issues, CSR and other relevant business topics; Establishment of clusters with Norwegian expertise and capacity building of clusters;
- Study trips, visits and meetings aiming to share experience and good practices on eco-business between Norwegian and Bulgarian entities;
- Other initiatives for strengthening bilateral partnerships or transfer of good practices from Norway to Bulgaria.

### **4. Eligible applicants**

The following entities are eligible for support from the Programme:

- Bulgarian entities: any entity, public or private, commercial or non-commercial and non-governmental organisations constituted as legal entities in Bulgaria;
- Norwegian entities: any entity constituted as legal entity in Norway.

### **5. Eligible partners**

Enterprises, research institutions, NGOs, organisations and clusters, from Norway and Bulgaria will be eligible as project partners.

### **6. Eligible expenses**

Eligibility of expenses is limited to the following:

- Travel costs for study trips in Bulgaria and in Norway.  
(Application for travel costs only will not be accepted under the seed money component. Travel support facility is available in this respect);
  - Fees and travel costs for participation in round-tables, seminars, courses, meetings and workshops;
  - Costs related to round-tables, seminars and workshops (rent of facilities, catering, translation, working materials, etc.);
  - Travel and salary costs for external experts and consultants;
  - Costs for conducting studies and analyses;
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- Costs related to the project management.

Costs related to the preparation of applications in the frame of other European Programmes (ex. Horizon 2020, etc.) are eligible on the condition that these costs are also eligible under the respective European call.

## **7. First and final date of eligibility of expenses**

The eligibility period for the expenses starts with the date of which the grant is awarded in writing by Innovation Norway.

All projects must be completed by **30 August 2017**.

## **8. Minimum and maximum grant amount per project**

8.1 Travel support – a lump sum of EUR 1'200 per entity;

8.2 Seed money – The maximum amount of grant assistance applied for is EUR 10'000.

## **9. Grant rate and co-finance**

- a) Travel support – the lump sum of EUR 1'200 per entity will be given as *de minimis aid*;
- b) The grant assistance for commercial business will be given as *de minimis aid* with grant intensity of maximum 50 % and in compliance to the European Commission Regulation 1407/2013;
- c) For Public Authorities the maximum grant rate is up to 85 % of the eligible project costs;
- d) For non-governmental organizations the maximum grant rate is up to 90 % of the eligible project costs.

The co-financing shall be provided in the form of cash by the Project Promoter and/or by Project Partner(s). Man-hour contribution from the Project Promoter and Partners will be accepted as cash contribution, based on approved hourly rates for salaries.

## **10. Procurement and state aid**

Bulgarian and European Union legislation on public procurement shall be complied with at any level of the project implementation.

## **11. Selection criteria**

*Formal/administrative criteria*

- a) The appropriate application form has been used;
  - b) A detailed project budget are attached to the application;
  - c) The application and supported documents are presented in English.
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### *Eligibility criteria*

#### a) Applicant

- i. The applicant is constituted as a legal entity in Bulgaria or in Norway;
- ii. The applicant (and any partner(s)) and the legal representative signing the application have clean criminal and tax records.

#### b) Project

- i. The proposed activities are eligible and expected outputs are in compliance to the Programme and Fund for Bilateral Relations objectives, or another European Programme ;
- ii. The project's implementation period is no longer than the deadline for cost eligibility;
- iii. Grant maximum and minimum amounts and co-financing rates are complied with;
- iv. No overlapping/double funding arises from the applications for a similar project from EU/EEA/International Financial Institution/bilateral or other sources;
- v. The project is in compliance with both EU and national legislation in Bulgaria (in particular public procurement, state aid, environment requirements).

### *Assessment criteria*

- i. The entity/entities have the necessary human resources and the technical and financial capacity to implement the project and support its costs;
- ii. The project is mature, i.e. technically viable and feasible in terms of time schedule, budget and value for money;
- iii. Partnership added value – each partner has a significant contribution to the project activities;
- iv. The project contributes to the overall objectives of Norway Grants 2009-2014 (reduction of economic and social disparities in the EEA Area and to strengthen the bilateral relations between Norway and the beneficiary state).

### *Award*

Innovation Norway will take the final decision for funding and it will be based on compliance with eligibility, administrative and quality criteria and availability.

Travel Support applications will be assessed and approved/rejected on a continuous basis. Seed Money applications will be assessed when the first cut-off date has expired.

Private companies and clusters will be given priority.  
Studies and partner search will be prioritized.

## **12. Mode of Payment**

Grant assistance shall be given as reimbursements of already incurred documented costs.  
Commitments and payments will be carried out in Euro (€).

## **13. Procedure for submission of applications**

### 13.1 For Travel Support

Applicants shall submit an application via e-mail to Innovation Norway, e-mail address [bulgaria@norwaygrants-greeninnovation.no](mailto:bulgaria@norwaygrants-greeninnovation.no). The application language is English.

No specific form is required, but the **e-mail application must include the following information:**

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- Company name, contact person, telephone, e-mail and website;
- The entities registration number;
- Main line of business / economic sector;
- The purpose and expected outcome of visit to Bulgaria/Norway (ex. developing a project in the field of xxx, establishing a partnership in the area of xxx);
- Meeting agenda in Bulgaria/Norway (list the entities that the company will meet).

Innovation Norway will send a reply by e-mail to accept or reject the respective application.

### 13.2 For Seed Money support

The applicant shall fill in the “Application Form for Fund for Bilateral Relations” available on the Programme website. The application language is English.

#### *Mandatory attachments to the application:*

- Detailed project budget;
- *De minimis* declaration for economic undertakings;
- Relevant Registration Certificates (in Bulgarian), i.e. Good Standing Certificate for the Applicant and eventual Bulgarian partner(s), valid at the date of Application form submission; ( for private companies – a scanned copy of the Trade Register could be accepted);
- Certified (if relevant) annual accounts (balance sheet and Profit & Loss statements) for 2015.

The following documents shall be consulted by applicants when preparing the application:

- Executive Summary of Programme Document;
- Rules and Procedures on the implementation of the Green Industry Innovation Programme in Bulgaria;
- Standard Terms and Conditions.

The Applicant shall submit the Application Form and all mandatory attachments via e-mail to Innovation Norway, e-mail address: [bulgaria@norwaygrants-greeninnovation.no](mailto:bulgaria@norwaygrants-greeninnovation.no).

The application form and templates for the supportive documents are available on the Programme website [www.norwaygrants-greeninnovation.no](http://www.norwaygrants-greeninnovation.no).

## **14. Deadline for submission of applications:**

### 14.1 For Travel Support

Applications for travel support shall be submitted to Innovation Norway at any time, but not later **than 30 June 2017** and will be assessed on continuous basis.

### 14.2 For Seed Money

Applications shall be submitted to Innovation Norway at any time between the publication of this CALL and until **first cut-off date 27 January 2017, 15h00 Bulgarian time**. Applications will be assessed and approved/rejected by 15 February 2017.

A list of approved projects will be published on the Programme website.

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