



HELLENIC REPUBLIC

**MINISTRY FOR DEVELOPMENT, COMPETITIVENESS,
INFRASTRUCTURE, TRANSPORT & NETWORKS**

**Managing Authority of European
Territorial Cooperation Programmes**
Joint Technical Secretariat of the
IPA Cross-border Programme "Greece-
The former Yugoslav Republic of Macedonia
2007-2013"

The Programme is co-funded
by the European Union
and by National Funds
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3rd CALL FOR PROJECT PROPOSALS

"GREECE - THE FORMER YUGOSLAV REPUBLIC OF MACEDONIA IPA CROSS-BORDER PROGRAMME" 2007-2013

1) Context

The "Greece – The former Yugoslav Republic of Macedonia IPA Cross-Border Programme" 2007-2013 is a cross-border European Territorial Cooperation Programme co-financed by the European Union under the Instrument for Pre-Accession Assistance (IPA). The Programme focuses on promoting sustainable economic and social development in the border areas and assisting co-operation for addressing common challenges in fields such as the environment, natural and cultural heritage and public health.

Within this framework, the **strategic objectives** which constitute the policy outline for the convergence in the area of intervention are:

- **Enhancement of cross-border economic development**, aiming at the promotion of sustainable economic development through common interventions and facilitation of cross-border relations: It will be implemented by focusing on the promotion of entrepreneurship, the enhancement of Human Resources, the development of sustainable tourism and the protection of public health through cross- border activities.
- **Enhancement of the environmental resources and cultural heritage of the programme area** aiming to promote common actions for the protection of the natural and cultural environment and the mobilisation of the natural and cultural resources: It will be implemented by focusing on the promotion and protection of the environmental resources and natural and cultural heritage of the area.

The programme finances **joint projects** which are jointly selected by the participating countries following calls for proposals that cover the entire eligible area.

2) Reference Documents

Before submitting any project proposal, applicants are invited to consult the following;

- The "Greece – The former Yugoslav Republic of Macedonia IPA Cross-Border Programme 2007 – 2013", hereinafter referred to as the "Programme", approved by the European Commission Decision No C(2008) 4717 / 5-9-2008 and its revisions.
- Council Regulation (EC) No 1085/2006 of 17 July 2006, establishing an Instrument for Pre-Accession Assistance (IPA) and its amendment, Regulation (EU) No 540/2010 of 16 June 2010 and all subsequent amendments.
- Commission Regulation (EC) No 718/2007 of 12 June 2007, implementing Council Regulation (EC) No 1085/2006 and its amendment, Commission Regulation (EC) No 80/2010 of 28 January 2010, amending the IPA Implementing Regulation and all subsequent amendments.
- The Multi-Annual Indicative Financial Frameworks (MIFFs) for the IPA and the Multi-Annual Indicative Planning Documents (MIPDs) between the European Commission and the former Yugoslav Republic of Macedonia.
- The Practical Guide to Contract Procedures for EC External Actions (PRAG) – as in force.

All the above documents are available at the Programme's website www.ipa-cbc-programme.eu

3) Priorities and measures

The present Call for Proposals is open to both Programme Priorities and to the six related Measures:

PRIORITY	MEASURES
1. Enhancement of cross-border economic development	1.1 Economic development 1.2 Enhance Human Resources 1.3 Promote sustainable tourism 1.4 Protect human life
2. Enhancement of the environmental resources and cultural heritage of the programme area	2.1 Promote and protect the environmental resources of the area 2.2 Promote and protect the natural and cultural heritage of the area

4) Eligible Programme Area

The eligible programme area is indicated in the table below:

REGIONS/ NUTS I	NUTS II	NUTS III
Greece	Region of Western Macedonia	Regional Unit of Florina (former Prefecture)
	Region of Central Macedonia	Regional Unit of Pella (former Prefecture)
		Regional Unit of Kilkis (former Prefecture)
		Regional Unit of Serres (former Prefecture)
		Regional Unit of Thessaloniki* (former Prefecture)
The former Yugoslav Republic of Macedonia		Region of Pelagonia
		Region of Vardar
		Region of Southeast
		Region of Southwest*

* [These NUTS III areas have been included as **adjacent areas**: The adjacent areas have been selected to maximise the impact of cross border cooperation programmes' achievements. According to Ar. 97 of Reg. (EC) No. 718/2007, NUTS III regions (or equivalent) along land borders between the Community and the beneficiary country are eligible areas for the purposes of cross-border co-operation. Article 97 foresees the possibility to finance expenditure incurred in implementing operations or parts of operations up to a limit of 20% of the amount of the European Union's contribution to the cross-border programme in NUTS III regions (or equivalent) adjacent to the eligible areas for that programme. Hence the areas of Thessaloniki and Southwest are included in the eligible area due to their size and functional role in the programme area. However, this does not mean that a fixed share of 20% of the Programme budget is reserved for partners from the aforementioned adjacent areas. The cross border added value of such participation will be addressed on a project by project basis].

5) Budget available

The total indicative budget for the present Call is **7.514.217,00 €**

Financing of the approved project proposals is subject to the availability of funds of the Programme.

The conclusion of contracts with IPA applicants for this Call for Proposals is subject to the fulfilment of the following condition:

The entering into effect of the Financing Agreement between the European Commission and the former Yugoslav Republic of Macedonia concerning the Cross-border Programme "Greece - the former Yugoslav Republic of Macedonia" under the IPA component II for the years 2012 and 2013 (EU contribution € 2.987.085,00). The applicants interested in participating in this Call for Proposals must be fully aware that in no event shall the Contracting Authorities be liable for any damages whatsoever including, without limitation, damages or costs incurred by applicant in preparing and submitting his application, in any way connected with the cancellation of the tender procedure on the ground of the suspension clause even if the Contracting Authority has been informed

about the possibility of damages. As such, by submitting his proposal, the applicant accepts in full the use of the suspension clause in this tender procedure as well as its possible consequences.

The **indicative** budget allocation per Country and Priority is as follows:

5a. For beneficiaries from Greece

No	PRIORITY AXIS	INDICATIVE BUDGET ALLOCATION (in Euro)		
		Total Budget	European Union's Contribution* (75%)	National co-financing (25%)
1	Enhancement of cross-border economic development	1.000.000,00	750.000,00	250.000,00
2	Enhancement of the environmental resources and cultural heritage of the programme area	3.000.000,00	2.250.000,00	750.000,00
	TOTAL	4.000.000,00*	3.000.000,00	1.000.000,00

*The European Union's co-financing rate is 75%

5b. For beneficiaries from the former Yugoslav Republic of Macedonia

No	PRIORITY AXIS	INDICATIVE BUDGET ALLOCATION (in Euro)		
		Total Budget	European Union's Contribution* (85%)	National co-financing (15%)
1	Enhancement of cross-border economic development	1.572.245,00	1.336.409,00	235.836,00
2	Enhancement of the environmental resources and cultural heritage of the programme area	1.941.972,00	1.650.676,00	291.296,00
	TOTAL	3.514.217,00	2.987.085,00	527.132,00

*The European Union's co-financing rate is 85%

6) Project Budget

The lower limit of each project's budget is 150.000,00 € and the upper limit is 800.000,00 €. The budget per project Partner cannot be lower than 30.000,00 €.

7) Duration

Projects should be concluded in a period of **fifteen (15) months**.

8) Eligible Partnerships

8.1 General Requirements for all partners

This Call for Proposals is open to the following types of entities:

- a. national, regional or local **public authorities**;
- b. **bodies governed by public law**¹, or according to the national legislations, having legal personality, other than legal entities defined under paragraph a, established for the specific purpose of meeting needs in the general interest (not having an industrial or commercial character) and which *fulfil at least one* of the following conditions:
 - i. be financed, for the most part, by the national, regional or local authorities, or other bodies governed by public law or
 - ii. be subject to management supervision by those bodies or
 - iii. have an administrative, managerial or supervisory board, more than half of whose members are appointed by the national, regional or local authorities, or by other bodies governed by public law;
- c. **organizations under private law**: non profit organizations founded according to the private law can be eligible under the following conditions as a whole:
 - they do not have a commercial or industrial character or activities and
 - they are not allowed by their constitutional framework to distribute profits to the stakeholders and
 - they are operational for at least one year before the launch of the specific Call for Proposals.

The entities listed under a, b, and c shall be established in a Member State, a country that is a beneficiary of the IPA Regulation, a country that is a beneficiary of the European Neighbourhood and Partnership Instrument, or a Member State of the European Economic Area.

d. **international organizations**²: These shall be; i) international public-sector organisations set up by intergovernmental agreements, and specialised agencies set up

¹ *Bodies governed by public law* as defined in Article 1(9) of Directive 2004/18/EC of the European Parliament and of the Council of 31 March 2004 on the coordination of procedures for the award of public works contracts, public supply contracts and public service contracts (<http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2004:134:0114:0240:EN:PDF>) and in compliance with the national legislation of each participating country.

² *International organizations* as defined in Article 43 of the Implementing Rules of the EU Financial Regulation [Commission Regulation (EC, EURATOM) No 2342/2002]

by such organisations, ii) the International Committee of the Red Cross (ICRC), iii) the International Federation of National Red Cross and Red Crescent Societies. These organisations may have worldwide or regional scope. Organisations created under national law are not considered international organisations (e.g. national NGO with several regional/country offices).

8.2 Additional Requirements for Financial Lead Partners

All projects shall be developed and managed according to the **Lead Partner Principle**; One partner from Greece will be appointed as "Financial Lead Partner (FLP) from Greece". One partner from the former Yugoslav Republic of Macedonia will be appointed as "Financial Lead Partner (FLP) from the former Yugoslav Republic of Macedonia". The Financial Lead Partners shall assume responsibilities according to the Lead Partner Principle, for the part of the project taking place in their respective countries. One of these two Financial Lead Partners will be also nominated as the Overall Lead Partner, in order to represent the entire partnership towards the Managing Authority and to ensure the sound implementation of the entire project.

The Financial Lead Partners must also meet cumulatively the following two conditions;

- the organizations³ have to be established, registered or accredited in the respective countries i.e. the organization should be established by or accredited under an instrument governed by the internal law of the respective country and
- the organizations must be established in one of the participating countries and be operational (active) in the Programme's eligible area at least 12 months before the launch of this Call for Proposals.

Further information about the eligibility of partnerships and the Lead Partner Principle is provided in the Project Manual.

8.3 Other Requirements

- Project proposals must include at least one partner from each country. Project partners should cooperate in **at least one of the following ways**: joint development, joint implementation, joint staffing and joint financing.
- The total number of partners must not exceed **five (5)**, including the two Financial Lead Partners.
- Each potential project partner (either Financial Lead Partner or Project Partner) **cannot participate in more than one proposal per Measure**. If an applicant does not conform to the previous rule, all of its project proposals will be rejected.

³ Including international organisations' subsidiaries/branches that have the "exclusive competences in a field of activity" and "areas of legal competences established by legal Acts"

8.4 Advantageous partnership qualities

- i) The focus of the IPA Cross -Border Programme is the eligible area. Therefore, potential partners shall have a deep knowledge of the area and a solid understanding of the particular needs and problems, which are prevalent in the eligible area. The added value of each partner to the eligible area shall be clearly demonstrated.
- ii) Cooperation is a key dimension of the Programme and is meant to facilitate long lasting partnerships. Therefore, the nature of the projects shall be "joint" in many ways.

9) Eligibility of expenditure

The starting date for the eligibility of expenditure of the Greek Partners is the date of approval of the "Greece – The former Yugoslav Republic of Macedonia IPA Cross-Border programme" Programme (5th September 2008). For the Partners from the former Yugoslav Republic of Macedonia the starting date for the eligibility of expenditure is the date of signature of the Contract to be signed between the Delegation of the European Union (following the project's approval) and the Financial Lead Partner from the former Yugoslav Republic of Macedonia.

Concerning Partners from the former Yugoslav Republic of Macedonia, the costs must incur during the implementation period of the action as specified in Article 2 of the Special Conditions to the Grant contract with the exception of costs relating to the final reports, expenditure verification and evaluation of the action, whatever the time of actual disbursement by the Financial Lead Partner and/or its partners. The duration of the contract might be different than that of the Greek Financial Lead Partners.

The eligibility rules on activities and related expenditure are described in the Project Manual.

10) How to apply - deadline

Beneficiaries should be familiar with the particularities of the Programme. Therefore, applicants must refer to the Application Pack and to all relevant documents for this Call for proposals, prior to submitting a project proposal.

A Project Proposal consists of:

1. the *Application Form* duly signed and stamped by the Overall Lead Partner (standard excel form provided)
2. the *Partnership Declaration / Co-financing statements* signed and stamped by all partners (standard form provided, including the co-financing statements)
3. the *Declaration of not generating revenues* signed and stamped by the Overall Lead Partner (standard form provided). In case of a revenue generating project, a cost - benefit analysis should be included.
4. the *Activity Break-Up Tables*, completed by each Financial Lead Partner, one for each country (standard form provided)
5. a. For bodies governed by public law (of Article 8.1.b above), official documents proving that the requirements of the article 8.1.b of this call are met. In case the

nature of the public body is not clearly derived from the submitted documents, the Joint Technical Secretariat may request additional documentation for clarification.

b. For private organisations (of [Article 8.1.c](#) above):

- Statutes including all modifications
- Official financial statements (e.g. Balance Sheets, Profit and Loss Account or its equivalent) or documents indicating the sources and uses of the body's revenues during the year preceding the submission of the project proposal. For IPA partners, the Central Register is the competent public institution for issuing the required documents.
- Declaration for the non distribution of profits signed and stamped (standard form provided).
- Any official document certified by a public administration authority proving that the organisation operates for at least one year before the launch of the specific Call for Proposals. For IPA partners, the Central Register is the competent public institution for issuing the required document.

6. For Infrastructure Projects partners are advised to include the relevant accompanying documents (building permits, a compliance assessment report, licences, preliminary studies, technical designs or any other technical documentation, Bill of Quantities and Cost signed by the respective body, a document certifying the land/building ownership or documentation of transferring the operation rights for the period of 5 years after the end of the project, environmental impact assessments etc., if applicable) in order to prove the maturity of the proposed project. All necessary licenses/approvals may be provided at a later stage, but before the signing of the contract.
7. *Financial Lead Partners* established outside the Programme's eligible area should also submit documents proving their operationality in the eligible area in the last 12 months before the launch of this Call for Proposals. For further details refer to the project manual.

In addition to the above, the Financial Lead Partners from the former Yugoslav Republic of Macedonia must submit:

8. The Specification of Budget Costs and the accompanying Justification of the Budget and its costs and Sources of Funding signed and stamped by the IPA Financial Lead Partner, (standard excel form provided). The Specification of Budget cost should reflect only the total budget of IPA partners.
9. The Declaration by the IPA Financial Lead Partner (standard form provided) duly completed and signed.
10. The *Legal Entity Form* (standard forms provided for public or private entities). The Legal Entity Form must be duly completed, signed and stamped by the IPA Financial Lead Partner, accompanied by the justifying documents which are requested therein.
11. The *Financial Identification Form* (standard form provided) duly signed and stamped, and accompanying documents if applicable. The bank must be located in the former Yugoslav Republic of Macedonia.

The applicants from the former Yugoslav Republic of Macedonia should refer to the Practical Guide to Contract Procedures for EC External Actions (PRAG) [available here: http://ec.europa.eu/europeaid/work/procedures/implementation/practical_guide/index_en.htm].

All documents must be submitted in English with an exception of the documents that correspond to points 5 (supporting documents on eligibility) and 6 (documents for infrastructure projects) of this Call, which may be submitted in the official languages of the two participating countries. For point 6 (infrastructure projects), the applicants are encouraged to submit an executive summary of the activities, results and the specified costs, as well as a feasibility study if applicable, in English, besides the submitted ones in the official languages of both countries. As a general rule, a proposal with many supporting documents will be easier to evaluate and will contribute to the maturity of the project.

Documents 1, 8, 9, 10 and 11 must be submitted in original form and scanned versions or copies will not be accepted. Document 11 shall be submitted in original at the latest before contract signature. All other documents can be acceptable in scanned version/copy and their originals can be submitted upon request at a later stage.

Please note that all documents should be valid at the date of submission of the project proposal.

A Decision of the governing/designated body of each project partner (Regional Council, Municipal Council, Board of Directors etc.) stating its agreement for participation in a particular project, according to the internal rules/statute of each partner or the national legislation, will be requested after project's approval and before the signing of the contracts (Subsidy and Grant Contract).

The full project proposal (points 1-11) must be submitted in **one original hard copy and one copy**.

A **CD/DVD-ROM** must also be submitted including the electronic versions of:

- a) the *Application Form* in the original excel format and
- b) the *Specification of Budget Costs* in the original excel format

The non submission of the above documentation (points 1-11), where applicable, and of the CD/DVD-ROM shall result to a project proposal rejection.

The project proposal must be submitted to the Joint Technical Secretariat (JTS) in the following way:

by post or **by private courier service** or **hand-delivery**, at the following address:

Joint Technical Secretariat of the "Greece - The former Yugoslav Republic of Macedonia IPA Cross-Border Programme" 2007-2013

Balkan Center, Building D, Elevator 2, 3rd floor,
10th Km Thessaloniki - Thermi Road,
570 01 Thessaloniki, Greece

The project proposal (in a single envelope/package) must be submitted until the 23/08/2013 and 14:00 hours in the premises of the JTS. When a proposal is

submitted by **registered mail of the post office**, the postal stamp is the only proof that the proposal was sent within the deadline. If the proposal is sent by private courier, the JTS register number is the only proof of timely submission.

A dated certificate of receipt with the registration number of the JTS will be handed to the deliverer, as proof of timely submission. Proposals delivered after the above mentioned deadline will not be considered as eligible.

ATTENTION: The envelope / package with the application documents must bear the following indications in English:

<p style="text-align: center;">3rd CALL FOR PROJECT PROPOSALS</p> <p style="text-align: center;">"GREECE - THE FORMER YUGOSLAV REPUBLIC OF MACEDONIA IPA CROSS-BORDER PROGRAMME" 2007-2013</p> <p>Measure:</p> <p>Project Title:</p> <p>Project Acronym:</p> <p>Overall Lead Partner: (Name)..... (Address).....</p> <p style="text-align: center;">NOT TO BE OPENED BEFORE THE EVALUATION SESSION</p>
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11) Additional information

To obtain additional information on the project application procedure and project development, please contact:

Joint Technical Secretariat of the "Greece - The former Yugoslav Republic of Macedonia IPA Cross-Border Programme" 2007-2013

Balkan Center, Building D, Elevator 2, 3rd floor,
10th Km Thessaloniki - Thermi Road,
570 01 Thessaloniki, Greece

Tel.: +302310 024050 – Fax: +302310 024078

Web: www.ipa-cbc-programme.eu

e-mail: jts-ipa-cbc@mou.gr

All relevant information and documents are available at the Programme's website www.ipa-cbc-programme.eu. For further information, applicants may consult the Managing Authority's website www.interreg.gr, the website of the Ministry of Local Self-Government www.mls.gov.mk and the site of the Delegation of the European Union in the former Yugoslav Republic of Macedonia http://eeas.europa.eu/delegations/the_former_yugoslav_republic_of_macedonia/index_en.htm

Information Sessions regarding this Call shall take place in both countries. The date and time of these events will be concurrently announced on the aforementioned websites. Potential applicants are invited to consult them regularly.

Potential applicants may pose questions in writing (via e-mail or official letter) to the Joint Technical Secretariat, no later than twenty-one (21) days before the deadline for the submission of project proposals. The answers shall be agreed by both Contracting Authorities and shall be published at the above websites. Answers shall be published no later than eleven (11) days before the deadline for the submission of project proposals.

**The Deputy Minister for Development, Competitiveness,
Infrastructure, Transport and Networks**

Kyriakos Virvidakis

Annexes:

- A. Application Pack (Application Form, Partnership Declaration/ Co-financing statement(s), Declaration of not generating revenues, Declaration for the non distribution of profits, Activity Break-Up Table GR FLP, Activity Break-Up Table IPA FLP, Specification of Budget Costs (IPA), Declaration by the IPA FLP, Legal Entity Form IPA FLP (for public or Private body) , Financial Identification Form IPA FLP)
- B. Project Manual and its Annexes