



Financed by the European Union (European Fund for Regional Development, European Neighbourhood and Partnership Instrument) and Norway

This programme is the continuation of the previous Baltic Sea Region programme and continues to expand transnational cooperation, which started in 2004. The programme was approved by the European Commission (EC) decision of December 21, 2007. The Financing Agreement was signed by Belarus on December 31, 2008. The programme covers Denmark, Finland, northern Germany, Estonia, Lithuania, Latvia, Poland, Sweden, Norway, **Belarus**, and north-western Russia (Russian organizations can participate as associate partners).

The overall objective of the programme is to strengthen the development towards a sustainable, competitive and territorially integrated Baltic Sea Region (BSR) by facilitating cross-border opportunities.

The overall programme budget is MEUR 236.6, including the European Regional Development Fund – MEUR 208, ENPI – MEUR 22.6 (available for Belarus) and Norway – MEURO 6. **The programme requires compulsory co-financing by the recipient of at least 10 % of the project budget.**

The programme was designed by the participating countries and jointly managed through (i) a Monitoring Committee (MC) composed of representatives from all participating countries, (ii) a Managing Authority (MA) which is Investitionsbank Schleswig-Holstein (Germany) and (iii) a Joint Technical Secretariat (JTS) located in Rostock (Germany) with a branch office in Riga (Latvia). The Monitoring Committee is responsible for the final selection of projects submitted through annual calls for project applications.

Participants of the programme are national and local authorities, scientific and research institutes, educational institutions, funds, associations, chambers of commerce, international organizations, NGOs and other non-profit organizations. *Commercial organizations may participate as additional partners with their own financing.*

THE LEAD PARTNER ORGANIZATION MUST BE LOCATED IN AN EU MEMBER STATE WITHIN THE PROGRAMME AREA OR IN NORWAY.

This project is funded by the European Union

The European Union is made up of 27 member states who decided to gradually link together their know-how, resources and destinies. Together, during a period of enlargement of 50 years they have built a zone of stability, democracy and sustainable development whilst maintaining cultural diversity, tolerance and individual freedoms.

The European Union is committed to sharing its achievements and its values with countries and peoples beyond its borders.

www.europa.eu

The European Commission (EC) is the executive body of the European Union.



Information about the Programme and calls for proposals are available at:

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Informational bulletin № 6

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Promoting cooperation in the Baltic Sea Region

The European Union's Tacis Programme for Belarus

The ENPI Transnational Cooperation Programme «Baltic Sea Region»

Guidelines for Belarusian participants



EU TACIS project «Support to the National Coordinating Unit in Belarus» is implemented by the Human Dynamics Consortium

PRIORITIES

1. Fostering innovations:

1.1. Providing support for innovation sources; 1.2. Facilitating technology transfer and diffusion of knowledge across the BSR; 1.3. Strengthening social capacity for generation and absorption of new knowledge.

2. External and internal accessibility:

2.1. Promotion of transport and information and communication technology (ICT) measures enhancing accessibility and sustainable socio-economic growth; 2.2. Further integration within existing transnational development zones and creation of new ones.

3. Management of the Baltic Sea as a common resource:

3.1. Water management (with special attention to challenges caused by increasing economic activity and climate change); 3.2. Economic management of open sea areas and sustainable use of marine resources;

3.3. Enhanced maritime safety; 3.4. Integrated development of off-shore and coastal areas.

4. Promoting attractive and competitive cities and regions:

4.1. Strengthening metropolitan regions, cities and urban areas as engines of economic development; 4.2. Strategic support for integrated BSR development and socio-economic and territorial cohesion; 4.3 Strengthening social conditions and impacts of regional and city development.

The BSR programme is of transnational nature and provides opportunities for Belarusian participants to resolve socio-economic development issues of common concern for the countries around the Baltic Sea. These issues have been considered in the "Programme of Socio-Economic Development of the Republic of Belarus for 2006-2010" and the "National Strategy of Sustainable Socio-Economic Development of the Republic of Belarus till 2020". The BSR programme can be regarded as an additional source for socio-economic development in Belarus.

FROM PROJECT IDEA TO PROJECT IMPLEMENTATION

How to start

The cycle from project idea to project implementation should include the following steps: identify the problem / project idea, research the programme opportunities, find project partners, formulate the project proposal, fill in and submit the project application form, wait for approval and if successful, sign the contract and start the project implementation.

Project idea

The programme supports only projects, which have a regional impact.

Researching the programme

Start researching programme opportunities by visiting the BSR website and concentrate on the programme priorities (www.eu.baltic.net/2nd_call.3958.html).

Finding partners

Belarusian participants cannot be lead partners, therefore, the next step is to find potential partners in Europe. You may find potential

partners by searching the project idea database at the BSR website (www.eu.balticnet/Project_ideas.93.html).

Project partners may be drawn from other sources, for example, partnerships established within previous projects, scientific research or twinning activities.

Project proposal

Having found your partners, you should then formulate your project idea and design the first draft of the project proposal (including project objectives and tasks, project activities, time frame, financing arrangements and human resources allocation). It is recommended that you prepare the proposal with all project partners. Joint preparation of project applications will be taken into account during the selection process by the Monitoring Committee. Preparation of the proposal should include consultations, joint workshops and discussions with all your partners.

Project application

The next step is to download the application from the BSR website www.eu.baltic.net/2nd_call.3958.html.

The application form consists of four sections:

1. Project identification
2. Project partnership
3. Project strategy
4. Project expenditure

Both the Belarusian and European partners should fill in the sections, which apply to them. The Belarusian partner must include the following:

- details of the organization and its role in the project (section 2.3 of the application form);
- budget breakdown relating to the Belarusian organization (requested ENPI co-financing plus 10% own contribution, expenditure timetable etc.);
- partnership composition (section 2.1);
- involvement of associated organizations (section 2.2);
- description of activities (section 3.10.);
- integrated territorial approach (section 3.7.2);
- impact on environment (section 3.7.3);
- equal opportunities (section 3.7.4);
- sustainability of project results (sections 3.8.1 and 3.8.2);
- dissemination of project results (section 3.8.4).

The lead partner must submit the project application to the Joint Technical Secretariat before the specified deadline.

Project selection

Applications are registered by the Joint Technical Secretariat, which then carries out a two-stage evaluation consisting of an admissibility check and a quality assessment.

The admissibility check is carried out to ensure that the application adheres to the formal rules of the programme.

The admissibility criteria are as follows: (i) the electronic and paper versions of the application must be identical; (ii) the application must be submitted to the Joint Technical Secretariat no later than the

specified deadline; (iii) the application must be completed in English in Microsoft Excel format; (iv) the hard copy of the application form must be signed by the lead partner; (v) the application must include copies of the duly signed partner declarations; (vi) the project must comply with the programme transnational requirements, i.e. that there are at least three financially contributing partners from at least three different countries from the programme area and that at least two of them are from EU Member States; (vii) the legal status and geographical location of the lead partner is in line with programme requirements.

Having successfully passed the admissibility check, projects are then subject to a quality assessment.

The quality assessment is carried out to evaluate the individual proposals. The quality assessment criteria are as follows: **1) relevance; 2) coherence of the proposal and quality of approach; 3) transferability and dissemination of the results; 4) partnership; 5) management and 6) budget.**

In the event that project proposals achieve an equal score on the above criteria then additional criteria are applied to establish if the project proposal includes the following: 7) pilot projects and investments of transnational relevance; 8) partners from Russia and Belarus; 9) the private sector; 10) tackling the existing East-West divide and/or North-South disparities.

The result of the project evaluation is presented to the MC, which is responsible for the final approval of the project application.

Signing of grant contract

Within two weeks following the Monitoring Committee meeting, the lead partner is informed about the Monitoring Committee's decision. If successful the lead partner then signs a grant contract with the MA and partnership agreements with project partners. The financial resources are transferred to the lead partner's bank account.

NB: Belarusian partners must undergo a national approval/ registration procedure.

Examples of approved projects

Three projects with Belarusian partners were approved in the first call for proposals in 2008:

- «An Advanced Weather Radar Network For The Baltic Sea Region» (State Hydrometeorological Centre).
- «The Baltic Sea Region Bio-energy Promotion Project» (Grodno PLHO and Volkovysk Forestry Enterprise).
- «Energy Efficient And Integrated Urban Development Action» (Housing Department of Grodno Regional Executive Committee).

The total budget allocated to Belarusian partners in 2008 was EURO 356,800.

24 projects with Belarusian partners were submitted in the second call for proposals in 2009.

GOOD LUCK WITH YOUR PROJECT PROPOSALS!