

Ministry of Regional Development of Poland
The National Focal Point for the EEA Financial Mechanism
and the Norwegian Financial Mechanism

announces a call for proposals
for the submission of applications
for individual projects and programmes
within the framework of
the European Economic Area Financial Mechanism
and the Norwegian Financial Mechanism.

The total amount available for call for proposals is **EUR 60 615 000**

The following applicants are eligible:

All public and private sector bodies and non-governmental organisations (NGOs) constituted as legal entities in Poland and operating in the public interest - e.g. national, regional and local authorities, education/research institutions, environmental and branch bodies, social organisations and Public-Private Partnerships.

The following rules of the grant rate ceilings shall apply:¹

The grant rate shall not exceed 60% of the project total eligible costs. The exceptions are the following:

- a) individual projects and programmes, of which 15% or more of the project costs are co-financed by central, regional or local budget allocations. In this case the EEA Financial Mechanism and the Norwegian Financial Mechanism may provide a grant in the amount not exceeding 85% of total eligible costs.
- b) individual projects and programmes submitted by non-governmental organisations (NGOs) for which the maximum grant assistance may amount to 85% of total eligible costs or more, but in no case exceed 90% of total eligible costs, provided the project within one of the priority areas covered by both the EEA Financial Mechanism and the Norwegian Financial Mechanism.

To prepare a project budget a fixed exchange rate for Polish Zloty (PLN) and euro (EUR) should be used: EUR 1 = PLN 3,7247.

Applications shall be submitted in person, by courier or sent by post **beginning from 1 February 2008 until close of business on 31 March 2008 at 3 p.m.** In case an application is forwarded by post, the date of receipt is binding.

This is the last call within the EEA Financial Mechanism and Norwegian Financial Mechanism 2004-2009.

¹ More information on co-financing rates in the Co-financing Guide at:
www.eeagrants.org/downloads/Guidelines/Co-fin_guide.pdf

Applications shall be submitted within the framework of the priority sectors listed below to the following institutions.

Promotion of sustainable development through improved resources use and management

The available grant assistance amounts to **EUR 7 400 000**

Protection of the environment, with particular emphasis on strengthening the administrative capacity to implement acquis relevant to investment projects

The available grant assistance amounts to **EUR 4 660 000**

The lists of relevant supporting documents, which shall be attached to the application, are available on www.nfosigw.gov.pl, www.mos.gov.pl/mfeog, and on www.eeagrants.pl.

Address for submission of applications:

Ministerstwo Środowiska, Departament Instrumentów Finansowych, ul. Wawelska 52/54, 00-920 Warszawa. Office opening hours for submitting applications in person: 9 a.m.- 3 p.m.

Contact:

Ministry of Environment:

Marta Jankowska, Grażyna Sztandera (tel: +48 22 57 92 779, e-mail:

marta.jankowska@mos.gov.pl, grazyna.sztandera@mos.gov.pl),

Additional e-mail: mfeog@mos.gov.pl.

Narodowy Fundusz Ochrony Środowiska i Gospodarki Wodnej

Irena Wągrodzka (tel. + 48 22 459 02 86), e-mail: I.Wagrodzka@nfosigw.gov.pl

Mariusz Wajszczak (tel.: + 48 22 459 04 00), e-mail: M.Wajszczak@nfosigw.gov.pl)

Marek Szymański (tel.: + 48 22 459 06 37), e-mail: M.Szymanski@nfosigw.gov.pl)

Additional e-mail: mfeog@nfosigw.gov.pl.

Human resource development through, inter alia, promotion of education and training, strengthening of administrative or public service capacities of local government or its institutions as well as the democratic processes, which support it

The available grant assistance amounts to **EUR 8 885 000**.

The list of relevant supporting documents, which shall be attached to the application, is available on www.ukie.gov.pl and on www.eeagrants.pl

Address for submission of applications:

Applications shall be sent by post to Urząd Komitetu Integracji Europejskiej, Departament Programów Rozwoju Instytucjonalnego, Al. J.Ch. Szucha 23, 00-580 Warszawa or submitted in person to Urząd Komitetu Integracji Europejskiej, Departament Programów Rozwoju Instytucjonalnego, ul. Bagatela 14, 00-585 Warszawa, room no 513 (9 a.m.- 3 p.m.)

Contact:

Rafał Piotr Dziadosz (tel: + 48 22 455 54 78, e-mail: rafal_dziadosz@mail.ukie.gov.pl)

Katarzyna Mączka (tel. + 48 22 455 52 88, e-mail: katarzyna_maczka@mail.ukie.gov.pl)

Magdalena Zdanowska (tel. + 48 22 455 52 31, e-mail: magdalena_zdanowska@mail.ukie.gov.pl)

Implementation of Schengen acquis, support of National Schengen Action Plans, as well as strengthening the judiciary

The available grant assistance amounts to **EUR 22 700 000**

The list of relevant supporting documents, which shall be attached to the application, is available on www.mswia.gov.pl and on www.eeagrants.pl

Address for submission of applications:

Władza Wdrażająca Programy Europejskie, ul. Wspólna 2/4, 00-926 Warszawa, room no 4117 (9 a.m.-3 p.m.)

Contact:

Grzegorz Assbury (tel. + 48 22 601 15 21, e-mail: grzegorz.assbury@poczta.mswia.gov.pl),
Łukasz Żewakowski (tel. 0 22 601 15 21, e-mail: lukasz.zewakowski@poczta.mswia.gov.pl),
Katarzyna Pruszyńska (tel: + 48 22 601 17 72, e-mail: katarzyna.pruszyńska@poczta.mswia.gov.pl).

Regional policy and cross-border activities

The available grant assistance amounts to **EUR 15 280 000**.

The list of relevant supporting documents, which shall be attached to the application, is available on www.eeagrants.pl

Address for submission of applications:

Ministerstwo Rozwoju Regionalnego, Departament Programów Pomocowych i Pomocy Technicznej, ul. Wspólna 2/4, 00-926 Warszawa,
Registry office opening hours for submitting applications in person: 9 a.m.- 3 p.m.

Contact:

Anna Włodarczak (tel. + 48 22 461 33 29, e-mail: anna.wlodarczak@mrr.gov.pl),
Aneta Krzywicka (tel. + 48 22 461 33 28, e-mail: aneta.krzywicka@mrr.gov.pl).

Technical assistance relating to implementation of *acquis communautaire*

The available grant assistance amounts to **EUR 1 690 000**.

The list of relevant supporting documents, which shall be attached to the application, is available on www.ukie.gov.pl and on www.eeagrants.pl

Address for submission of applications:

Applications shall be sent by post to Urząd Komitetu Integracji Europejskiej, Departament Obsługi Narodowego Koordynatora Pomocy, Al. J.Ch. Szucha 23, 00-580 Warszawa or submitted in person to the office of Departament Obsługi Narodowego Koordynatora Pomocy, ul. Bagatela 14, 00-585 Warszawa, room no 515 (9 a.m.- 3 p.m.)

Contact:

Wojciech Korobowicz (tel: + 48 22 455 55 24, e-mail: wojciech_korobowicz@mail.ukie.gov.pl),
Barbara Mrówka (tel: + 48 22 455 52 24, e-mail: barbara_mrówka@mail.ukie.gov.pl).

A detailed description of all the priority sectors is available in *The Operational Programme for the use of financial resources under the EEA Financial Mechanism and the Norwegian Financial*

Mechanism, updated on 22 June 2007 and in Annex B to the Memoranda of Understanding for the EEA Financial Mechanism and the Norwegian Financial Mechanism. The documents can be downloaded from www.eeagrants.pl

Procedure for submission of applications -formal requirements:

1. The applicant shall fill in an application form in accordance with *The application form user guide*- version no 3 of 14 July 2006. The application form and *The application form user guide* are available at www.eeagrants.pl
2. Supporting documents which are relevant to the priority sector and type of project shall be attached to the application. The lists of supporting documents can be downloaded from above mentioned websites of the relevant institutions.
3. The application shall be fill in Polish.
4. The application shall be submitted in Polish in 3 hard copies, originally signed by the applicant.
5. The application shall be forwarded also in 3 copies in electronic format (CD-ROMs), which shall be identical to the hard copy.
6. An envelope (package) shall be marked "EEA & Norwegian Financial Mechanisms application – call for proposals 2008".

The applicant shall enclose a covering letter and a filled questionnaire, containing the most important details of the applicant and the project. The questionnaire can be downloaded from www.eeagrants.pl

The description of management and implementation system of EEA Financial Mechanism and Norwegian Financial Mechanism in Poland, updated guidelines, application form and related documents can be downloaded from www.eeagrants.pl

More information about the EEA Financial Mechanism and Norwegian Financial Mechanism as well as all documentation regarding the application process (such as the application form, user guide, examples of indicators as well as the Rules and Procedures, guidelines and guides) are also available on the website of the Financial Mechanism Office www.eeagrants.org

The National Focal Point for the EEA Financial Mechanism and Norwegian Financial Mechanism in Poland:

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