

# The Norwegian Financial Mechanism

2009-2014

## Call for proposals

### *The Fund for Decent Work and Tripartite Dialogue*

The Norwegian Financial Mechanism shall contribute to the reduction of economic and social disparities in the European Economic Area (EEA) and to strengthen the bilateral relations between Norway and the Beneficiary States.

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 the Norwegian Financial Mechanism.

The Fund for Decent Work and Tripartite Dialogue (hereinafter referred to as the Fund) covers 12 Beneficiary States<sup>1</sup>. Project applications will be accepted from January 2012. Financing will be made available for individual project applications within the following two main outcomes:

- Improved social dialogue and tripartite dialogue structures and practices
- Enhanced understanding of the benefits of decent work

The Rules and Procedures of the Implementation of the Fund for Decent Work and Tripartite Dialogue gives further guidance to applicants.

**The deadline for applications is 12.00 p.m. local Norwegian time, 31 March 2012.**

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<sup>1</sup> The following countries are covered by the call; Bulgaria, Cyprus, Czech Republic, Estonia, Hungary, Latvia, Lithuania, Malta, Poland, Romania, Slovakia and Slovenia.

**Grant allocations available per country, minimum and maximum grant amounts:**

<b>Beneficiary states</b>	<b>Total grant amount available, EUR</b>	<b>Minimum grant amount per project, EUR</b>	<b>Maximum grant amount per project, EUR</b>
Poland	3,065,320	50,000	400,000
Romania	1.134.720	50,000	400,000
Hungary	819,520	50,000	400,000
Czech Republic	693,440	50,000	200,000
Bulgaria	472,800	20,000	200,000
Lithuania	449,160	20,000	200,000
Slovakia	417,640	20,000	200,000
Latvia	378,240	20,000	200,000
Estonia	252,160	20,000	200,000
Slovenia	141,840	20,000	-
Cyprus	39,400	5,000	-
Malta	15,760	5,000	-
Bilateral fund at programme level *)	120,000	-	-

\*) to facilitate network, exchange, sharing and transfer of knowledge, technology, experience and best practices between Project Promoters and entities in Norway

Bilateral fund at programme level is 1,5% of 8,000,000 Euro; 120,000 Euro.

**The Fund welcomes initiatives such as:**

- Training and capacity-building to encourage the establishment and functioning of social dialogue structures;
- Initiatives to promote tripartite dialogue and decent work as well as bipartite dialogue initiatives across industries and sectors;
- Initiatives to foster work-life balance and non-discrimination in the work-place
- Health, safety and environment at the work-place;
- Initiatives to foster gender equality at the work-place and in company-board rooms;

- Information and awareness-raising activities and partnership-building among social partners and with public and private sector organizations, including NGOs;
- Social partner actions to promote employment, education, schooling, housing, anti-discrimination, poverty, health and safety and social protection;

Some beneficiary states have provided country specific focus areas. They are published on this web site, see “National Focal Points priorities”

[http://ekstranett.innovasjon Norge.no/templates/Page\\_Meta\\_60052.aspx](http://ekstranett.innovasjon Norge.no/templates/Page_Meta_60052.aspx)

### **Eligible applicants**

Eligible applicants are: Social partners, public authorities and organisations of public authorities, constituted as legal entities in the Beneficiary States and in Norway with regular activities related to decent work and/or tripartite cooperation. The term Social partner means organisations representing employers and employees. Entities at national, regional and local level are eligible.

Partnerships with Norwegian entities are encouraged but not compulsory. Norwegian legal entities can only apply as Project Promoter in partnership with an entity from a Beneficiary State. A template for partnership agreements is available on the web site.

### **Grant rates**

The grant rate for project financing from the fund shall not exceed 90% of eligible total project costs. The minimum and maximum amount of grant per project shall normally be as stated in the table above.

The co-financing shall be provided in the form of cash. Man-hour contribution from the Project Promoter and Partners will be accepted as cash contribution.

### **Project assessment criteria and methodology**

Innovation Norway, a state owned entity under the Norwegian Ministry of Trade and Industry and the Norwegian County Councils, is the Fund Manager.

Innovation Norway will through the establishment of an internal Programme Team assess all project proposals based on the criteria for eligibility, selection and award set out in the Rules and Procedure, item 3.

Innovation Norway might supplement the internal Programme Team with external experts if/when needed.

The assessment will be based on a combination of yes/no and weighted criteria as detailed in the attachment to Rules and Procedures, through the following steps:

*Step I – Formal/administrative criteria:* If any shortcomings are found, these can be corrected by the applicant upon request from Innovation Norway. The applicant may re-submit the application once within 10 calendar days from the notification from Innovation Norway.

*Step II – Eligibility:* An application meeting the formal criteria as well as the eligibility criteria for a) Applicant and b) Project, will be subject to full assessment organised by Innovation Norway. Applications not fulfilling all the formal criteria and all the eligibility criteria will lead to the rejection of the application. A letter to the applicant will indicate the main reason for the rejection.

*Step III – Selection:* In order for an application to be accepted, the application must score at least half of the points corresponding to each and every award criterion in section II (in the annex to the Rules and Procedures) and at least 39 points in total. Applications with at least 39 points in total will be given additional 6 points if their application is within a country specific focus area (if/when applicable). During the assessment, Innovation Norway reserves the right to request clarifications and further documentary proof as may be necessary. The total number of points will be the basis for the preparation of the long list. Where an application will not score the minimum number of points, a rejection letter will follow with a short reasoning for the rejection.

*Step IV – Award:* Grant will be awarded to the applicants with the highest total points – for each beneficiary state. When preparing the short list, Innovation Norway will consult with the relevant National Focal Points, ILO and the European Commission/permanent representations of the EU and reserve the right to take into consideration eventual viewpoints received. Innovation Norway also reserves the rights to achieve a fair balance between projects on the national, regional and local level in each beneficiary state.

Innovation Norway will make the final decisions.

All applicants will receive information about the final results concerning financing within 5 months after the closure of the call. A list of approved projects will be published on the programme web site.

### **Mode of Payment**

A project implementation plan, a detailed budget, a co-financing statement and a disbursement plan must be provided as part of the application.

The Project Promoter (Applicant) has the opportunity to apply for an advance payment in line with the requirements in the Rules and Procedures.

Interim payments will be made on the base of interim reports with description of results achieved together with financial statements provided according to Grant Offer Letter.

### **Implementation Period**

The foreseen start of projects is from 1 September 2012 and with duration of maximum 2 years. The projects must be finished by 31 December 2014, which is the end of eligibility period for the implementation of projects. A final report shall be submitted 3 months at the latest after approval of the final payment claim.

### **Documents of specific importance to the call**

In addition to the call, the following documents shall be consulted by applicants when preparing the application:

- Rules and Procedures on the Implementation of the Fund for Decent Work and Tripartite Dialogue. Guidance to project applications. (Version 1.0, dated 18.10.11);
- Standard Terms and Conditions (Version 1.0, dated 18.10.11);
- List with any country specific focus areas (to be published on the web site on 4 November 2011);
- Executive Summary of Programme Document (Version 1.0, dated 18.10.11.);
- Template – Partnership Agreement (Version 1.0, dated 18.10.11.);
- Template – Project Implementation Plan (Version 1.0., dated 18.10.11.);
- Template – Detailed Budget (Version 1.0., dated 18.10.11.);
- Template – Disbursement Schedule (Version 1.0., dated 18.10.11.);
- Frequently Asked Questions (to be published on the web site and updated on a regular basis, according to the questions received from potential applicants).

### More information

Entities interested in applying for grants from the Fund can access all relevant information and application submission forms via [www.decentwork.no](http://www.decentwork.no)

Only electronic applications, submitted to Innovation Norway, Oslo, in English, will be accepted. The deadline for applications is **12.00 p.m. local Norwegian time, 31 March 2012.**

For clarifications please contact: Innovation Norway, Akersgt. 13, 0104 Oslo, Norway, Mr. Knut Ringstad, Programme Manager, e-mail: [post@innovationnorway.no](mailto:post@innovationnorway.no)

More background information about the Norwegian Financial Mechanism is available on [www.eeagrants.org](http://www.eeagrants.org)