**Romanian Ministry of Development, Public Works and** **Administration**

**Managing Authority**

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| **(INTERREG VI-B) NEXT Black Sea Basin Programme**  **GUIDELINES FOR GRANT APPLICANTS Reference: Call for Proposals**  **SMALL SCALE PROJECTS** |

**GENERAL INFORMATION ABOUT THE CALL**

**Contents**

[**1.** **PREAMBLE** 3](#_Toc122593267)

[**2.** **PROJECT MAIN CHARACTERISTICS** 3](#_Toc122593268)

[**3.** **BUDGET ALLOCATION FOR THIS CALL** 4](#_Toc122593269)

[**4.** **INDICATIVE TIMETABLE FOR SUBMISSION OF APPLICATIONS** 5](#_Toc122593270)

[**5.** **SUPPORT IN PREPARING THE APPLICATION FORM** 5](#_Toc122593271)

1. **PREAMBLE**

This Application Package is addressed to any potential applicant under the ((Interreg VI-B) NEXT Black Sea Basin Programme (hereinafter referred to as Interreg NEXT BSB Programme) and it outlines the main rules and requirements which apply for the call for proposals of small-scale projects launched under the Programme.

The Application package consists of:

* Part I – Key aspects of the (Interreg VI-B) NEXT Black Sea Basin Programme
* Part II – Project main requirements
* Part III – Offline Application Form template
* Part IV – Assessment, Selection and Contracting

For a better understanding of these Guidelines and its annexes as well as of the Programme, it is recommended to read also the Programme document available on http://blacksea-cbc.net and the relevant national and EU legislation (see section 1 – Legal and strategic framework Part 1 of these Guidelines).

Moreover, it is strongly recommended to frequently visit the Programme website ([www.blacksea-cbc.net](http://www.blacksea-cbc.net)) and/or programme social media ([www.facebook.com/BlackSeaBasin](http://www.facebook.com/BlackSeaBasin) and/or [www.instagram.com/blackseabasincbc](http://www.instagram.com/blackseabasincbc)) to check on any possible revision of these Guidelines, the publication of the answers to the questions submitted or on information of general interest.

**EXPLANATION OF TEXT-BOXES:** Across the document you will find a series of highlighted texts. Highlights draw attention on important issues, possible mistakes to be avoided or offer practical advice.

1. **PROJECT MAIN CHARACTERISTICS**

Small-scale projects shall aim at strengthening the people-to-people cooperation in the Programme area in the environmental and research fields through balanced partnerships, implementing activities to address the relevant Programme area challenges, using a small budget.

Small scale projects should reinforce transnational relationships, with a clear and undeniable added value for citizens and for the area in which they are implemented.

The selected **small scale project** will have the following characteristics:

* **Budget**: minimum EUR 250.000 - maximum EUR 500.000 (Interreg funds);
* **Partnership:** minimum 3 - maximum 4 eligible organisations from at least 3 different participating countries including at least one from a EU Member State and one from a participating partner country, maximum 2 partners from the same country, and
* **Duration**: up to 18 months.

The project implementation period and/ or the value of the grant for the projects contracted under this call for proposals may be increased by decision of the Monitoring Committee, based on the proposal made by the Managing Authority after analysing the Lead Partners’ justifications.

The increase of the project implementation period and/ or the value of the grant shall be done in consideration of achieving the objective(s) of the project and its indicators.

1. **BUDGET ALLOCATION FOR THIS CALL**

The indicative amount of Interreg allocation made available under this Call for Proposals is of **EUR *………..*** distributed by specific objective, as presented in the table below:

*Table 2 – Budget allocation for this call*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Specific Objective** | | **Interreg funding**  **(EUR)** | | |
| **Priority 1** | **Policy Objective 1:**  **A smarter Europe and its neighbourhood** |  |  |  |
| **Specific Objective 1:**  Developing and enhancing research and innovation capacities and the uptake of advanced technologies |  |  |  |
| **Priority 2** | **Policy Objective 2:**  **A greener, low-carbon Europe and its neighbourhood** |  |  |  |
| **Specific Objective 4:**  Promoting climate change adaptation, and disaster risk prevention, resilience, taking into account eco-system based approaches |  |  |  |
| **Specific Objective 7:**  Enhancing protection and preservation of nature, biodiversity, and green infrastructure, including in urban areas, and reducing all forms of pollution |  |  |  |
| **TOTAL** | |  |  |  |

The Interreg co-financing rate is maximum 90%. Beneficiaries shall ensure the required minimum 10% co-financing.

1. **INDICATIVE TIMETABLE FOR SUBMISSION OF APPLICATIONS**

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| --- | --- |
| Launch of the call |  |
| Deadline for request for any clarifications from the JS |  |
| Last date on which clarifications are issued by the JS |  |
| Deadline for submission of Applications  **Please take the time zone differences into account.** |  |

All Applications should be solely submitted through the Joint electronic monitoring system (Jems) of the Programme, unless otherwise instructed by the Managing Authority. The Joint electronic monitoring system (Jems) can be accessed on the Programme website (www. blacksea-cbc.net).

**The Jems does not allow submission of any Application after the deadline.**

The Applicants assume full responsibility for submitting the applications and annexes before the deadline. It is therefore in the interest of the Applicants to submit the applications and upload all required documents in due time, thus avoiding any problems which may occur in the last moments before the deadline.

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| **TAKE NOTE**  Jems provides the option for pre-submission checks. This means that prior to submission of the application, Jems “verifies” that all mandatory fields are filled in with at least 1(one) word. **In case a mandatory field is not filled in, Jems does not allow submission of the application**. It indicates however, in which section information has to be introduced.  **Still, it is the full responsibility of the applicant to ensure the quality of the information introduced in all these fields.** |

Any modification of the indicative calendar shall be published on the Programme website ([www.blacksea-cbc.net](http://www.blacksea-cbc.net)) and/or programme social media ([www.facebook.com/BlackSeaBasin](http://www.facebook.com/BlackSeaBasin) and/or [www.instagram.com/blackseabasincbc](http://www.instagram.com/blackseabasincbc)).

1. **SUPPORT IN PREPARING THE APPLICATION FORM**

Guidance and support will be provided through:

1. Programme website: [www. blacksea-cbc.net](https://blacksea-cbc.net/) – where the following information can be accessed:

* information related to this programme, this call for proposals as well information regarding previous Black Sea Basin programmes;
* answers to frequently asked questions;
* news and information on applicant events (see point 2 below);
* information on Programme management structures which include contact details of Contact Points representatives in each participating country, where applicants can ask additional information on possible national obligations and/or legislation.

1. Webinars, workshops, info days - will be organised to provide applicants with basic programme, call and country specific information;
2. Support (phone, email, on-line) – any clarification on preparation and submission of the application shall be addressed to the JS, at: office@bsb.adrse.ro*.*