

Kolarctic CBC 2014-2020

Information in Luleå

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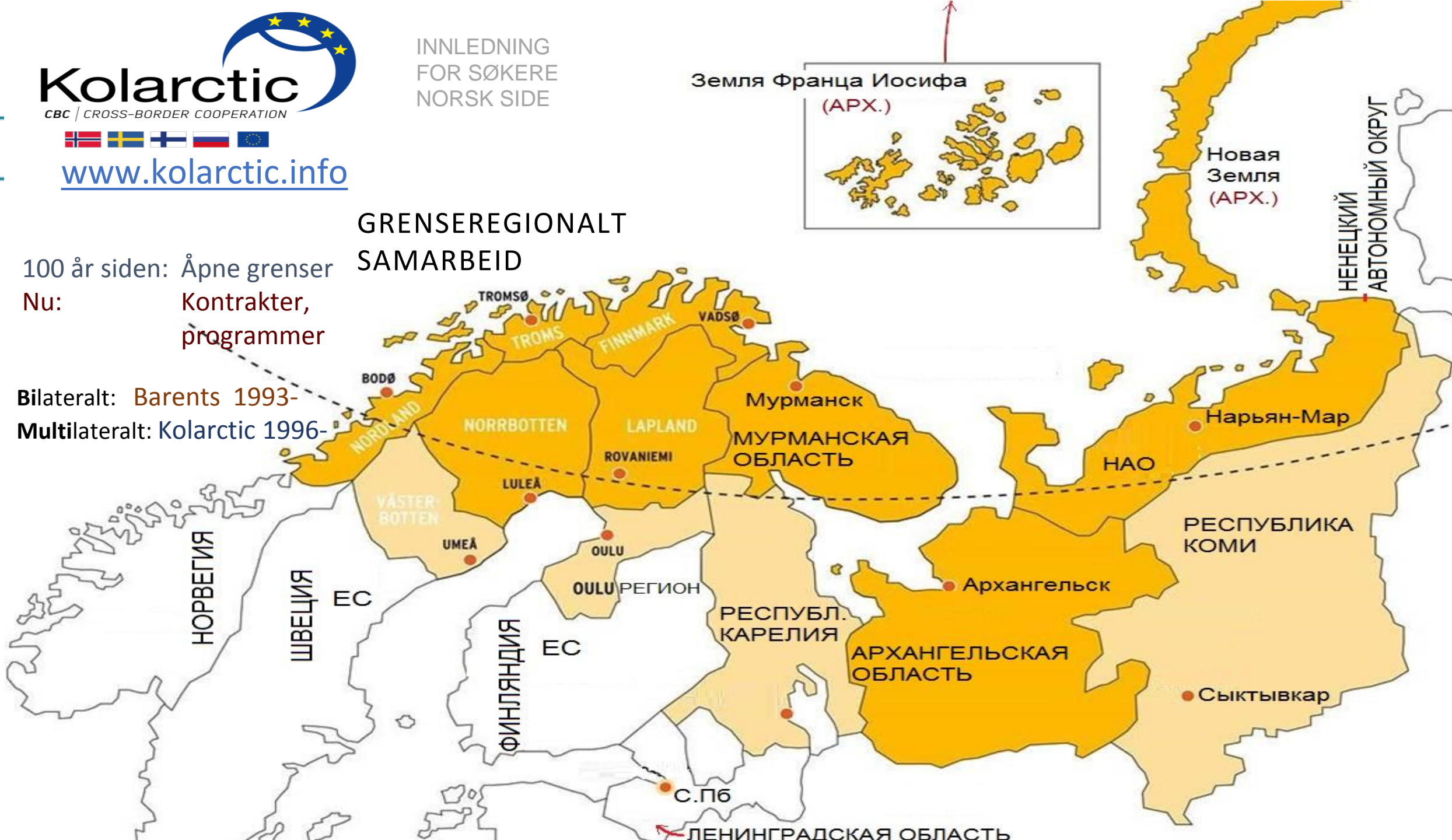
GRENSEREGIONALT SAMARBEID

100 år siden: Åpne grenser

Nu: Kontrakter,
programmer

Bilateralt: Barents 1993-

Multilateralt: Kolarctic 1996-



Kan være med partnere utafor programområdet
hvis aktiviteter og effekt blir i programområdet
og disse dekker et behov i programområdet.

PROGRAMOMRÅDET er stort.
Kjerneområder mørkest

HVEM KAN SØKE

Kort sagt alle unntatt privatpersoner.

VURDERING AV SØKNADER:

POSITIVT MED FLERE ENN TO LAND?

Ja.

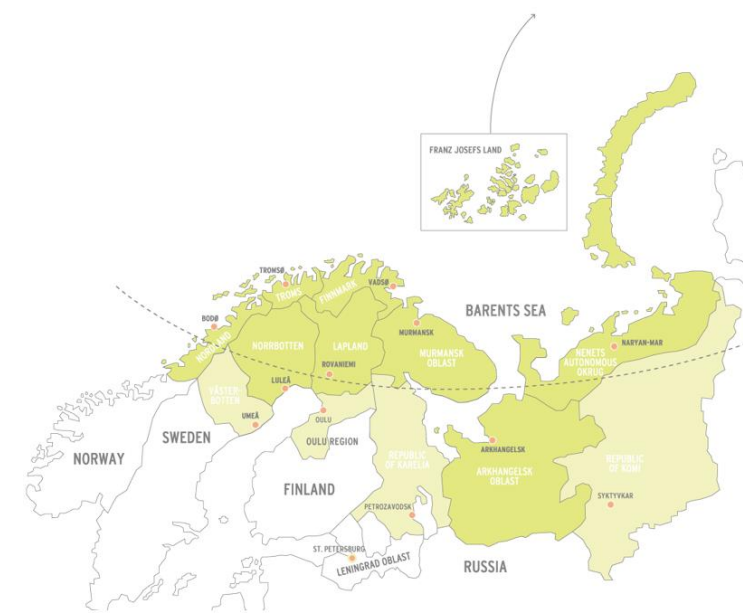
POSITIVT MED FLERE ENN TO PARTNERE?

Ja, **men** blir det for mange blir det krøll.

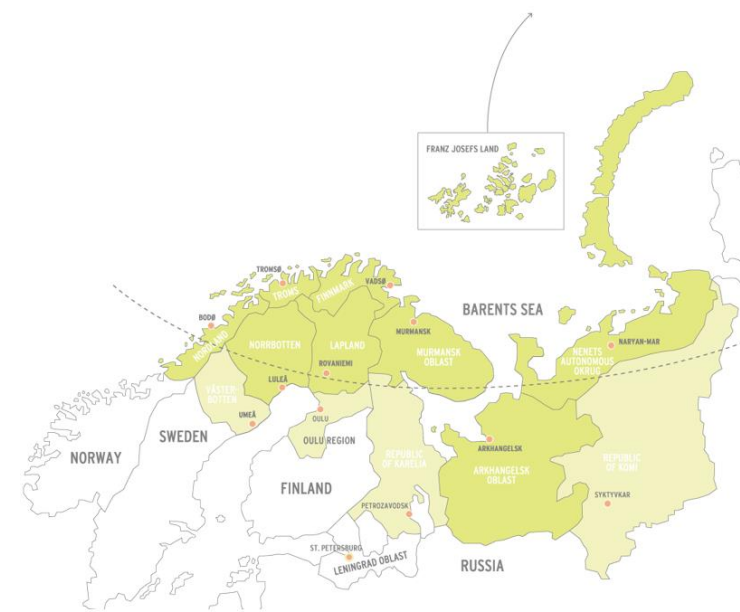


Financing Plan

EU-financing total	24,7 M€
• ENI funds	12,35 M€
• European Regional Development Fund (ERDF)	12,35 M€
National co-financing	24,7 M€
• Finland and Sweden	12,35 M€
• Russian Federation	12,35 M€
Norwegian Kolarctic financing and national co-financing	14,0 M€
• Norwegian Kolarctic financing	7,0 M€
• National co-financing	7,0 M€
<u>Committed financing total</u>	<u>63,4 M€</u>

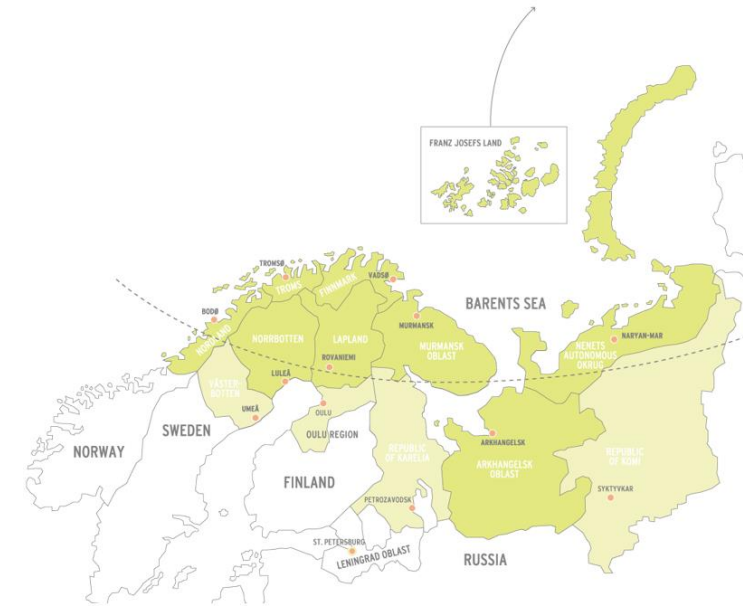


- Fin, Rus - Annex D (state co-financing)
- Norge, Sverige offentliga eller privata finansiärer

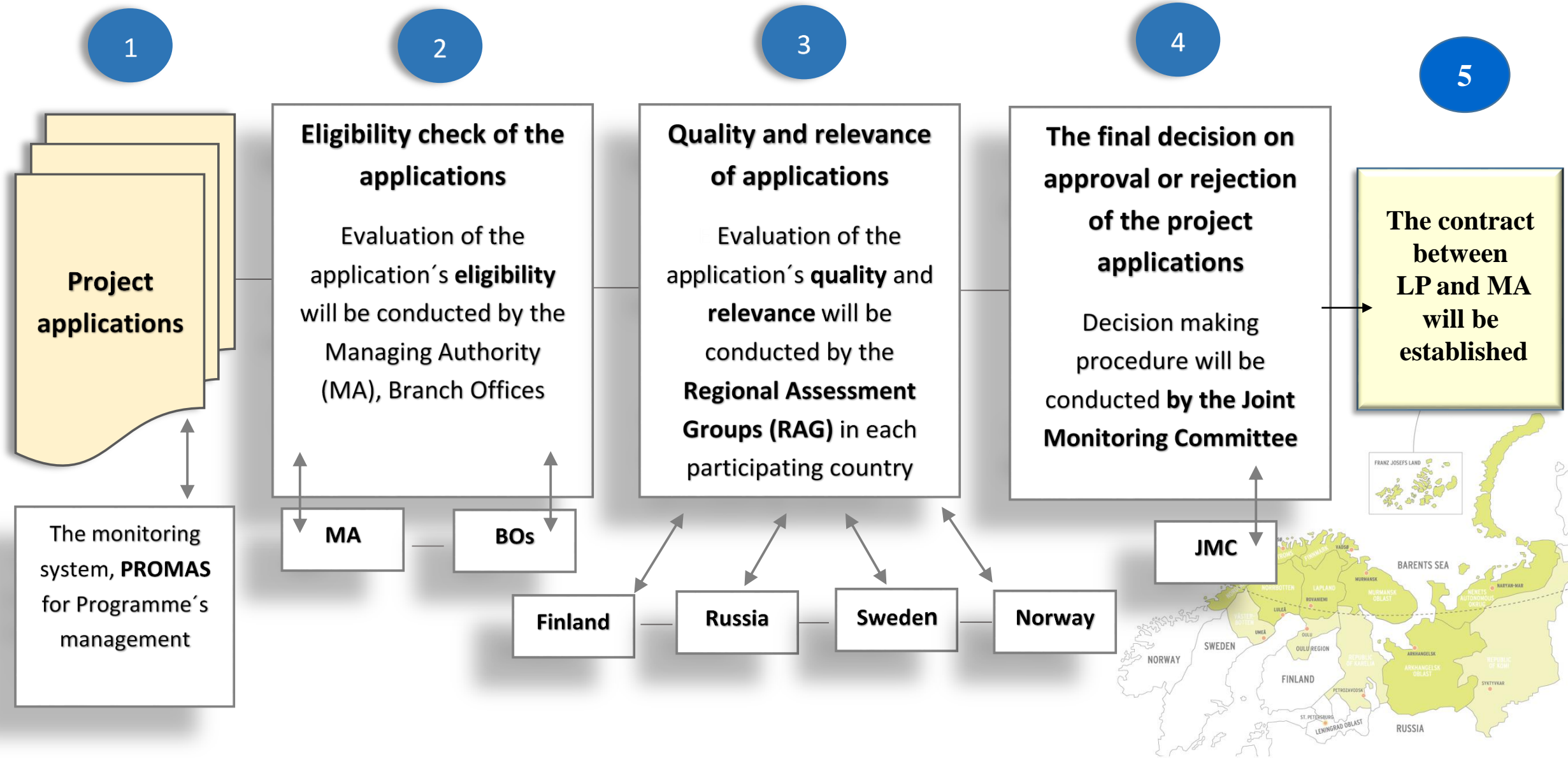


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- Satsa på bra ansökan, var inte rädd för konsultationer
- Läs på Evaluation Grid – finns alla svar i din ansökan
- Gör en tidsplanering eftersom en hel del material ska skickas per post!
- En svullstig budget innebär vanligtvis nedskärningar i kontraktförhandlingen – var rimlig!



From application to decision



Indicative timelines for the 2nd and 3rd Call for Proposals

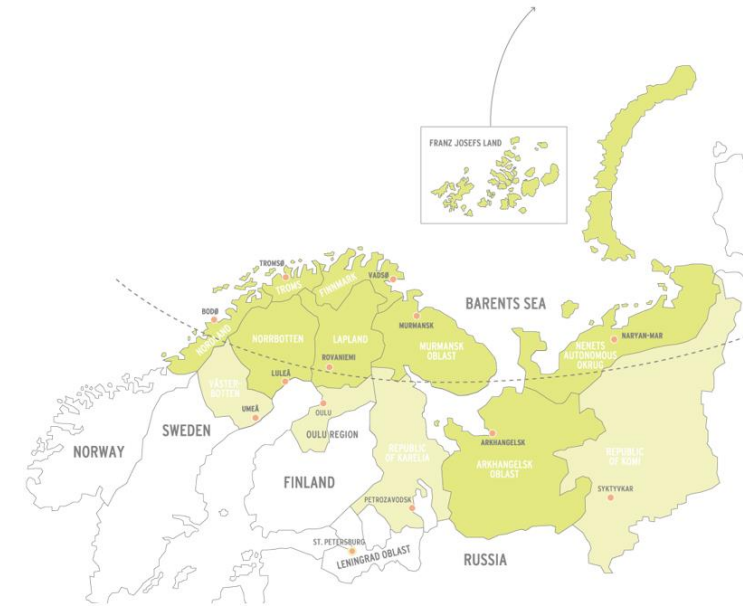


The Joint Operative Programme – Kolarctic CBC



Challenges? Problems?
Needed steps to further
development?

- **Programme strategy** – from page 36
- **Logical framework**
- **Priority axes – Results – Monitoring and Evaluation Plan**



Priority axes Call 2

1. Viability of arctic economy, nature and environment

Business and SME development

~~Environmental protection, climate change adaptation and mitigation~~

2. Fluent mobility of people, goods and knowledge

Business and SME development

~~Environmental protection, climate change adaptation and mitigation~~

Improvement of accessibility to the regions, development of sustainable and climate-proof transport and communication networks and systems

Promotion of border management and border security, mobility and migration management

Horizontal: Local cross-border people-to-people cooperation, - Environment and gender equality
- Support to education, research, technological development and innovation

Value of Cross Border Cooperation

Create structures for cross border cooperation or networks (to know each other and each others)

- Identifying new relevant actors
- Creating new contacts
- Contacts going to be strengthen
- Pre conditional actions for further cooperation

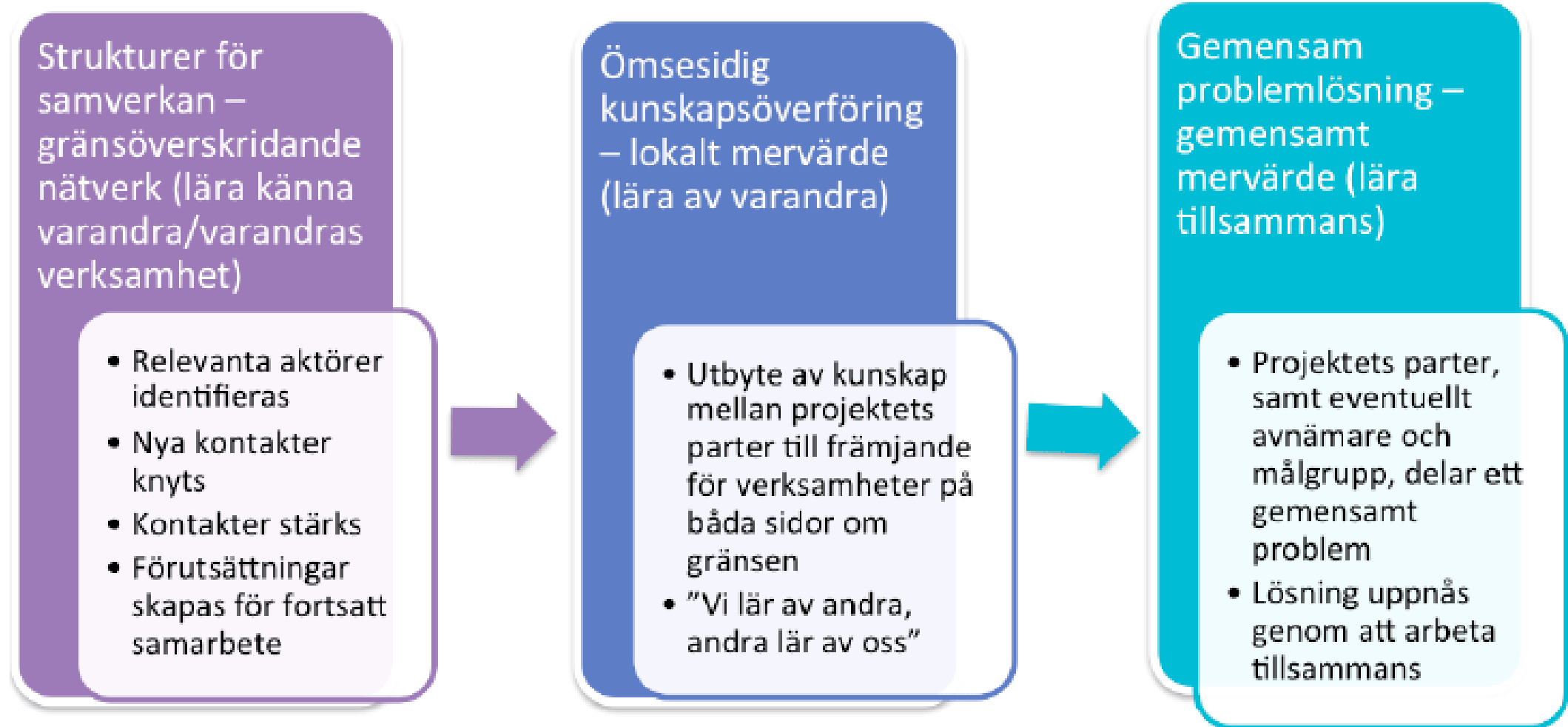
Exchanging knowhow – added value mostly on local level (learning from each other)

- exchange of knowledge between partners to the promotion of actions for both sides of borders
- We learn from others, others learn from us

Mutual solving of the problems – mutual added value (learning together)

- The project partners, ev. end users, and target market share in common a problem
- Solution will be achieved by working together

Value of Cross Border Cooperation



Cross Border Cooperation as a Tool

Överbryggande av gränshinder

- Projekt som syftar till att överbrygga gränshinder; juridiska, administrativa, fysiska eller upplevda gränshinder

Gränsen som resurs

- Projekt som ser likheter och skillnader över gränsen som en nödvändig resurs för att skapa resultat och gemensamt lärande, ex. vis kunskap, forskning, experter, etc

Utnyttjande av kritisk massa

- Projekt som använder potentialen att arbeta över gränsen som en förutsättning för att skapa resultat, ex. vis större underlag av företag, studenter, turister, etc

Your project? Your Logical framework



- **What are your challenges/problems?**

Identify key problems

- **Could cooperation help?**

Identify potential stakeholders – target group, end users, stakeholders, co-financiers

- **Objective analysis** – developing solutions from the identified problems

- **Do the objectives match Kolarctic thematic objectives?**



Logical framework (LF) matrix

Analyses phase

Effects for society

Challenges?
Problems?

Causes?

A

B

D

C

LF Matrix

Overall objective

Specific objectives

Outcomes

A

Activities

B

Activities

D

Activities

Results

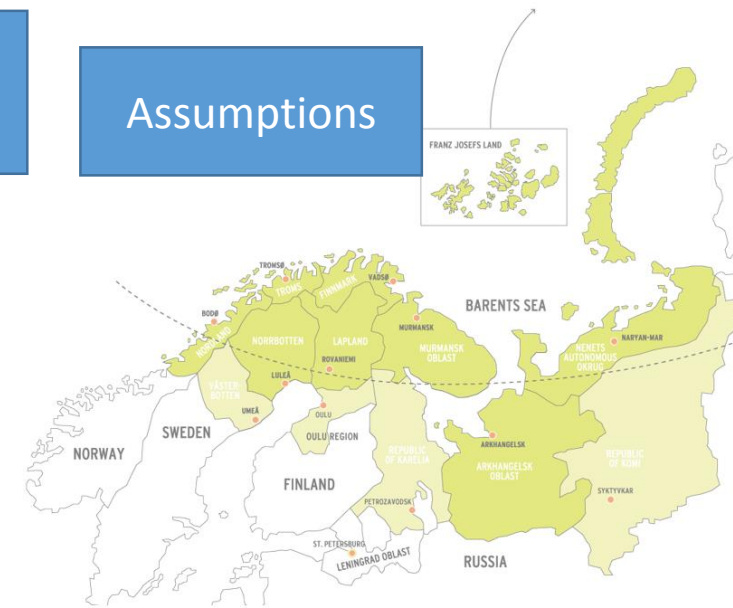
Result indicator (RI)

Output indicator (COI) (SOI)

Output indicator (COI) (SOI)

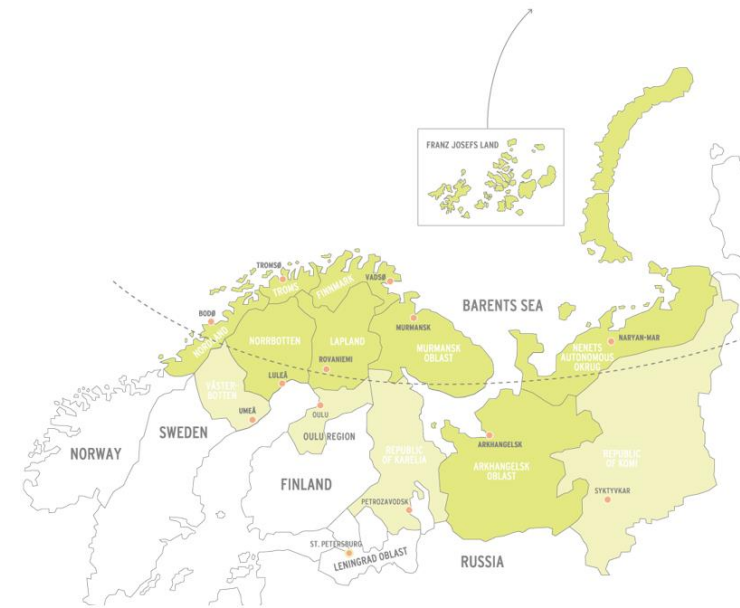
Assumptions

Assumptions



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www.kolarctic.info



Murmansk region, Arkhangelsk region,
Nenets Autonomous district

Norrbotten

Finmark,
Troms,
Nordland

Oulu region

Västerbotten

Republic of Kareli
Republic of Komi

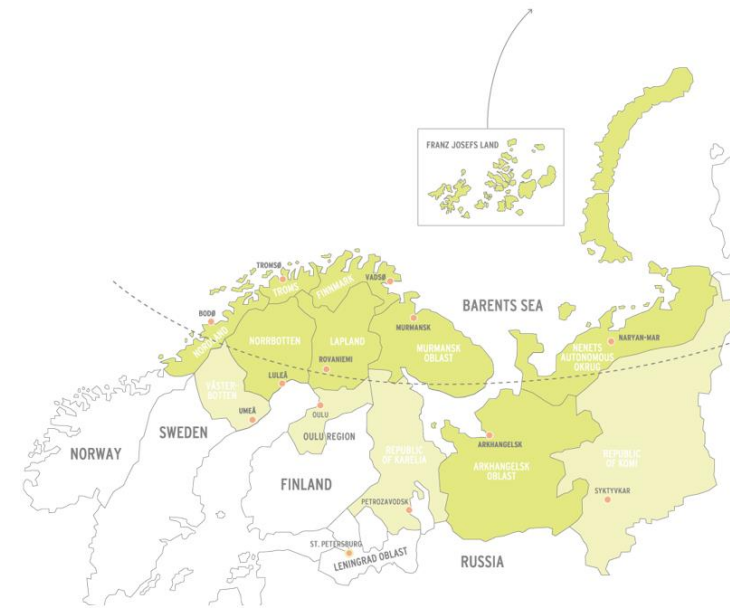
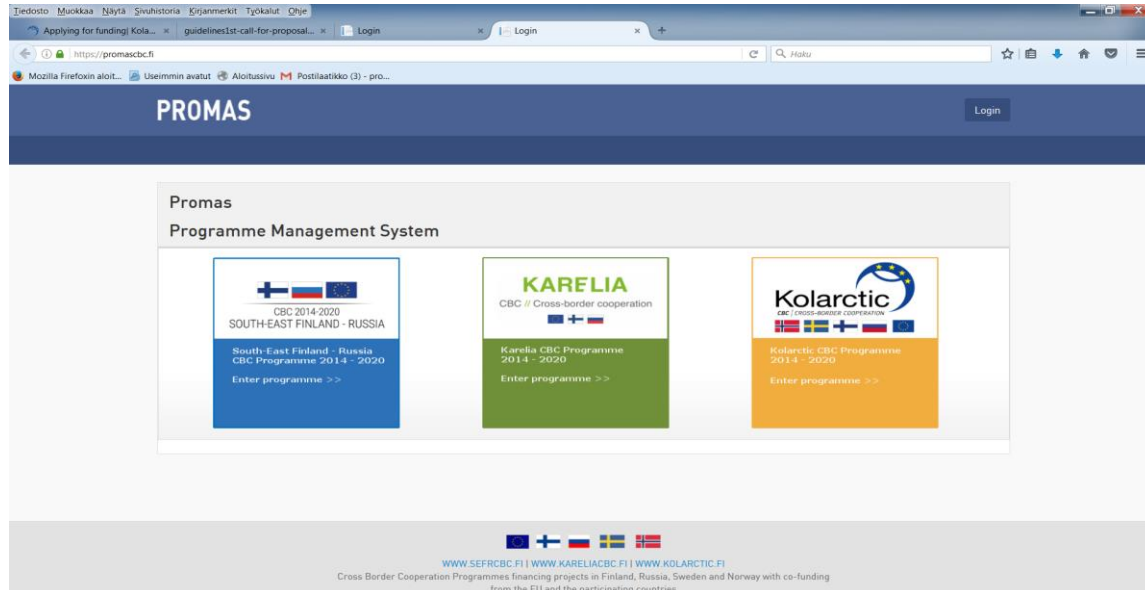


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PROMAS

Electronic system for the applications and project management

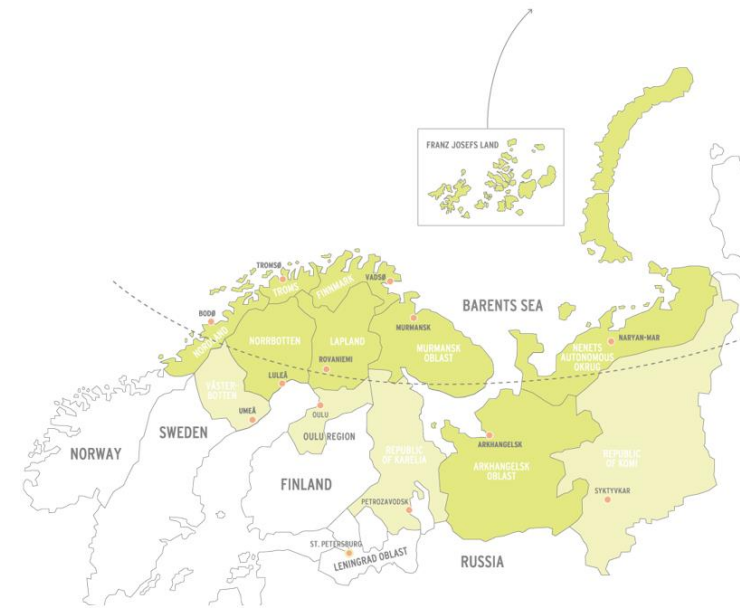
[HTTPS://PROMASCBC.FI](https://promascbc.fi) direct link from the programmes webpages available



-
- A map of the Arctic region, including parts of Norway, Sweden, Finland, Russia, and Iceland. The Arctic Circle is shown as a dashed line. Major cities marked with red dots include Tromsø, Bodø, Umeå, Luleå, Uppsalla, Ullus, Oulu, Rovaniemi, Murmansk, Arkhangelsk, St. Petersburg, Leningrad Oblast, and Yekaterinburg. The Barents Sea is labeled. An inset map shows Franz Joseph Land. The map is color-coded with green for land and blue for water.

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- Thematic indicators
- Project specific indicators
- Monitoring and Evaluation Plan
- Work plan
- Activity planner
- Sustainability (the ability of a project to maintain its outputs)



Risk Management Analysis

Vad skulle kunna äventyra projektets genomförande?

- **Förseningar i leveranser**
- **Ändringar i projektledningen**
- **Problem med likviditet**
- **Brist på engagemang**



-
- **Beslutsgång i olika länder - Kulturskillnader**

[illegible]

Partnership Agreement

- Obligatory document
- Agreement between the Lead Partner and Partners, jointly agreed obligations and responsibilities of the partners about the project management
- Not needed in application phase
- Preparation of the agreement should be started latest when the project has been approved to be financed
- Formulated according to the practises of the organization in question, on Lead Partner's responsibility
- Including for example the distribution of the grant from the Lead Partner to the Partners, reporting responsibilities and formalities, possible penalties if not obeyed etc.



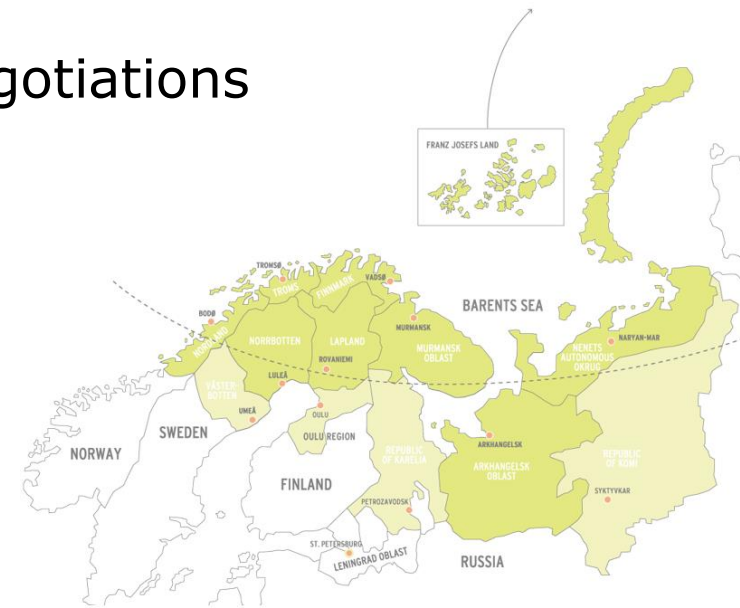
Kolarctic CBC 2014-2020: FINANCING

Indicative financial allocation for the 2 nd Call for Proposals		
Combined Programme financing *)	Norwegian Kolarctic financing	Total
8 045 000	1 897 600	9 942 600
*)EU-financing, Finnish and Russian state co-financing		




Project budget

- Budget is an estimated ceiling for eligible costs
- Only eligible costs are included to the project budget
- All costs must be related to the planned activities and based on national level of prices and salaries
- The final budget is approved during the Grant Contract negotiations



Project budget

- Applicant must use the official template provided by MA
- ### **Annex A Budget Specification**
- Budget is prepared in partner and country level > total budget
 - Budget template includes financial plan
 - Keep in mind the cost-effectiveness
 - The project budget must be presented in Euros. When planning the budget, partners usually make the plans using local currency. The local currency is converted in Euros by using the official exchange rate of InforEuro, link in Guidelines.
- 



Eligibility of the costs

- Costs are indicated in the project budget
- Costs must be necessary for the implementation of the project
- Costs can be identified and verified from the bookkeeping records
- Cost are incurred during the implementation period of the project
 - Exceptions; preparatory costs (travelling costs for preparation and financial negotiation, incurred after the call is open and before the application is submitted, max 2000 €/project)
 - final report costs (costs of making the final report after the end of the project: salaries, auditing and evaluation costs)



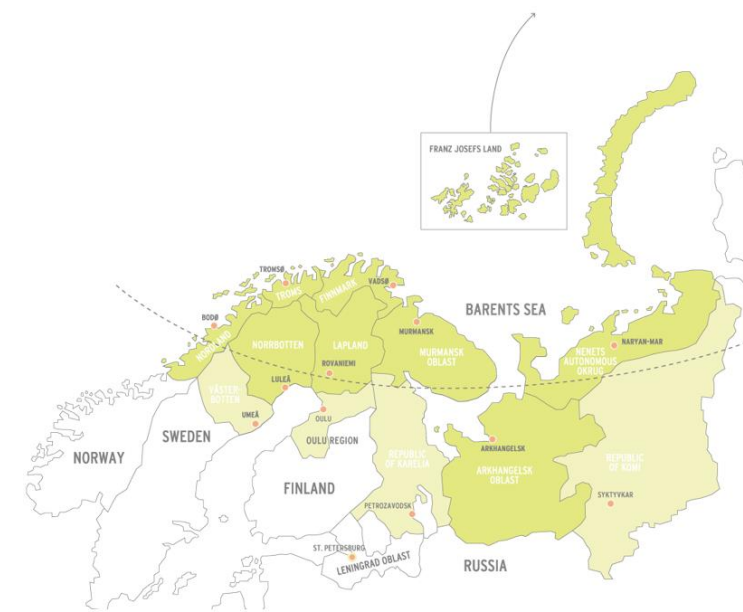
Non-eligible costs

- Debts and costs related to the debts
- Losses or liabilities
- Costs which are already financed by the EU budget
- Purchase of land or building, exceeding 10% of the budget
- Exchange change losses
- Duties, taxex; excluding VAT when non-recoverable under the national legislation
- Loans
- Fines, penalties, litigation costs
- Contribution in kind



Value Added Tax

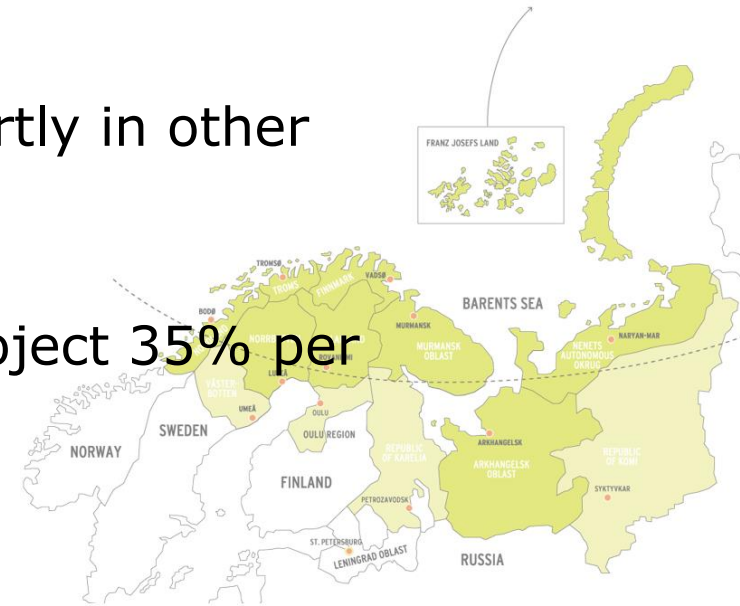
- Value Added Tax (VAT) can be considered as eligible cost if it can't be reclaimed
- The partner must provide a certificate of the non-recoverable taxes, before the Grant Contract is signed



Budget headlines

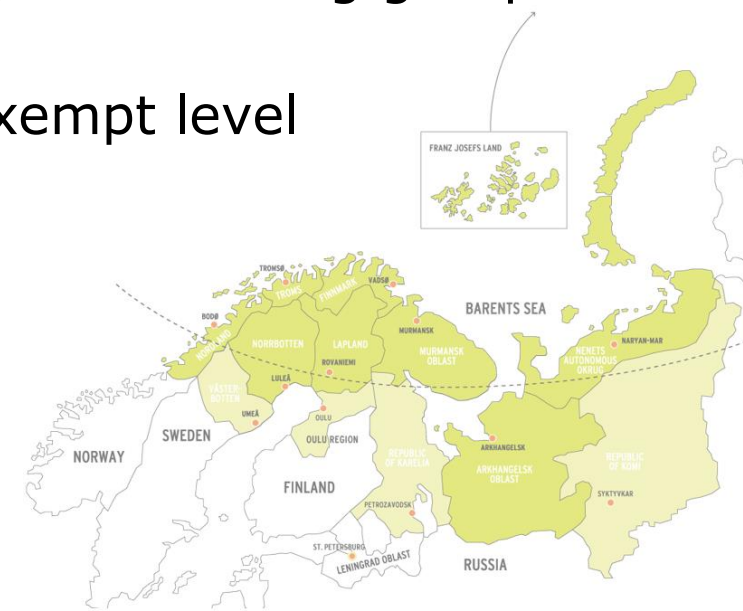
1. Personnel

- Salaries must be related to the project activities, work that would not be done without the project
- May not exceed the salaries normally paid for similar tasks in the country in question
- Social security charges, obligatory fees eligible
- Natural benefits (car, phone etc.) are not eligible
- Part-time employees (working partly in the project and partly in other tasks);
- Example
 - Monthly salary 2,500 €, estimated work load to the project 35% per month > $2,500 \times 35\%$ * estimated working months




2. Travel

- Economy class tickets to be used
- Budgeted with average prices
- Preparatory costs to be included
- Remember to include costs for common meetings and project's steering group meetings
- Travel reimbursements may not exceed the national tax-exempt level



3. Equipment and purchases

- It equipments/software needed for the implementation of the project
 - Machines, tools
 - Furniture for the office (if the separate office is established or new employees hired for the project)
 - Leasing fees (computers, copying machines)
 - Publications, books to be bought
 - Indicative investment plan for the purchase of equipment. Will be set in the beginning of the project, only in exceptional cases the equipment can be bought during the last months of the project
 - Procurement rules to be obeyed
- 
- A map of Northern Norway and Sweden. The map shows the coastline of Norway and Sweden, with various regions labeled in all caps: NORRBOTTEN, LAPLAND, NORRLAND, LULEÅ, ROYKENH, UMEÅ, OULU, OULU REGION, and SWEDEN. An inset map in the top right corner shows the location of FRANZ JOSEF'S LAND in the BARENTS SEA. The map is colored in shades of green and yellow.



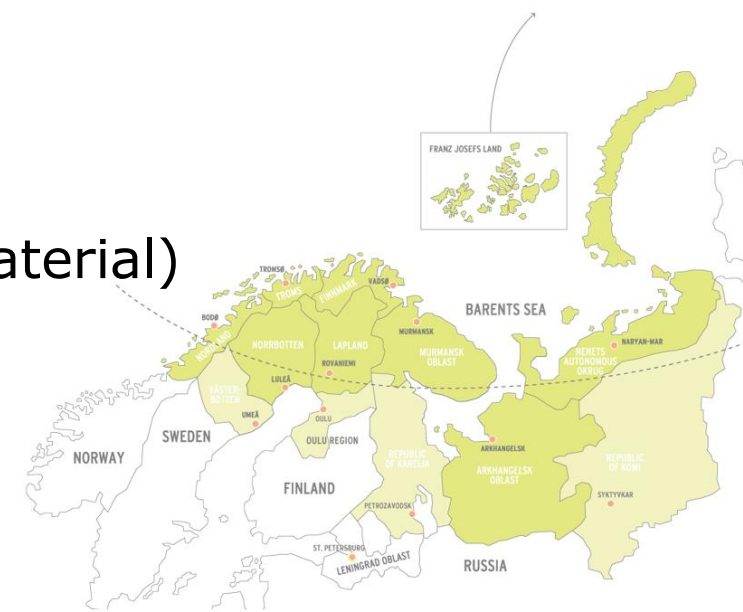
4. Office costs

- Rents of the premises
 - existing premises or a separate premises
 - rent can be allocated to the project by counting the costs per square meter used by the project
 - If organization owns the premises, only actual costs (warming, electricity, cleaning) can be allocated to the project. Internal rents including flat-rates or profit are not eligible.
- Telephone, internet, IT-services etc.
- Office costs of part time-employees (excl. Rents) are included to the indirect costs (budget line 8)
- Copying costs when followed and verified with the counter



5. External services

- Meeting costs, seminars etc. (Premises, catering, material, technics)
- Interpretation and translation costs
- Consulting costs (experts, project management if outsourced etc.)
- Possible external evaluation
- Audit costs, **obligatory for each partner**
 - 2 yrs project > 2-4 audits
 - 3 yrs project > 3-5 audits
- Visibility costs (material, give aways etc.)
- Publication costs (edition and printing of own published material)
- Bank charges (money transfers, guarantees)
- Procurement rules to be obeyed



6. Infrastructure investments

- Can include bridges, road, water and sewage systems, energy production, telecommunication, IT networks etc
- A specification of the investment plan shall be as an annex of the application
- Sustainability requirement of 5 years from the project closure > substantial change affecting its nature, objectives or implementation conditions which would result in undermining its original objectives (IR Article 39, (3))
- Application including an infrastructure component of at least 1 M€ shall contain additional documents, listed in Implementing Rules and Guidelines
- Excluded from the total amount of the direct costs when calculating the maximum amount of the indirect costs.



8. Indirect cost (administrative overhead)

- Project administration costs which can't be presented as direct personnel or office costs
- Office costs of the part-time employees (excl.rents)
- Salaries of financial management, it-services, office material, copying etc.
- Calculated from the Direct eligible costs excluding budgetline 6 Infrastructure investments
- Maximum 7 % of the direct costs of budget lines 1-5 in project level
- The amount can vary between the partners, the content of the indirect costs will be checked during Grant Contract negotiations and they shall be verifiable afterwards

9. Project revenues



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Financing plan

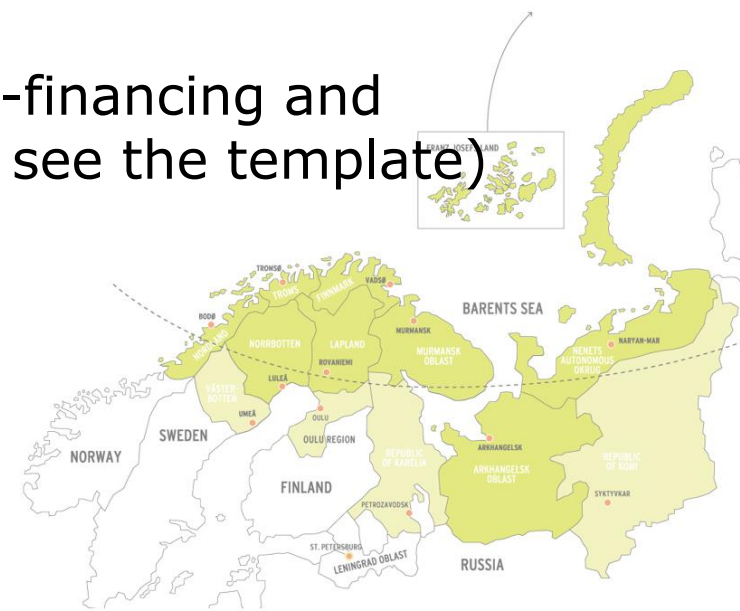
- EU-financing or Norwegian Kolarctic financing max. 50 % of the total costs.
- Own contribution at least 10 % of the total costs in project level. Share of the own contribution can vary between the partners
- Co-financing covering the rest:
 - Finland and Russia; rest of the co-financing can be covered with the Finnish and Russian state co-financing (part of the programme financing in the plan)
 - Sweden and Norway; co-financing is applied from several resources, or covered by own financing
- Co-financing/own contribution can be public or private



Kolarctic CBC 2014-2020: FINANCING

Financing plan

- In project budget the financing is calculated in country level and the total amounts in project level are calculated automatically.
 - Indicate each financing resource separately
 - Total costs and financing must be equal
-
- Annex D, application form for Finnish and Russian state co-financing and Norwegian Kolarctic financing (to be used in certain cases, see the template)

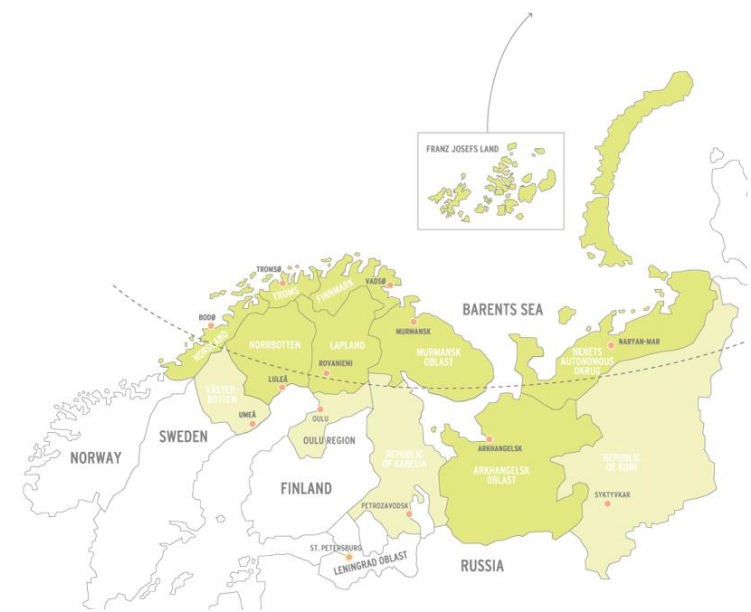


Basic requirements for the financial management and project administration

- Allocate enough resources to the project administration
 - All reports must be provided in English
 - Instructions and regulations are in English
 - Deadlines shall be followed
 - Three months from the end date of the reporting period
 - Four months from the end date of the implementation period
- Especially LP 's reporting requirements and project follow-up demands resources
- Establishment of the good practises between the partners in the very beginning of the project > Partnership Agreement



PART 3: PROMAS

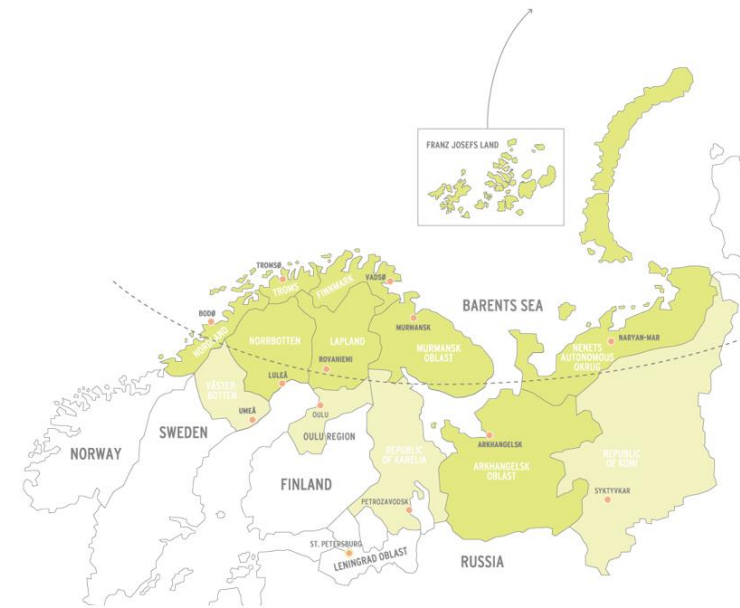
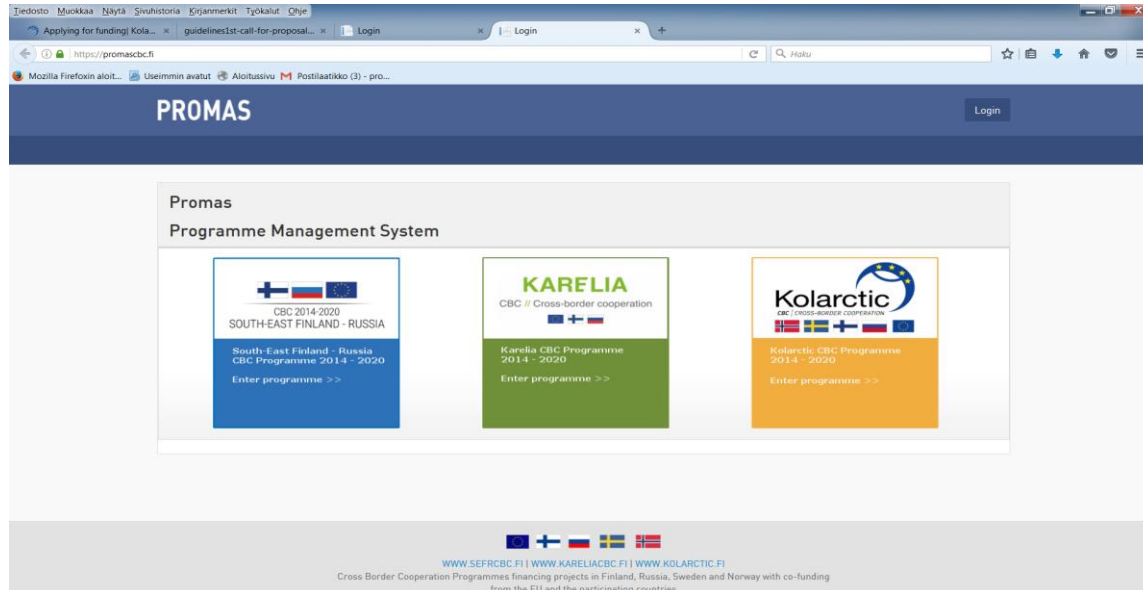


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PROMAS

Electronic system for the applications and project management

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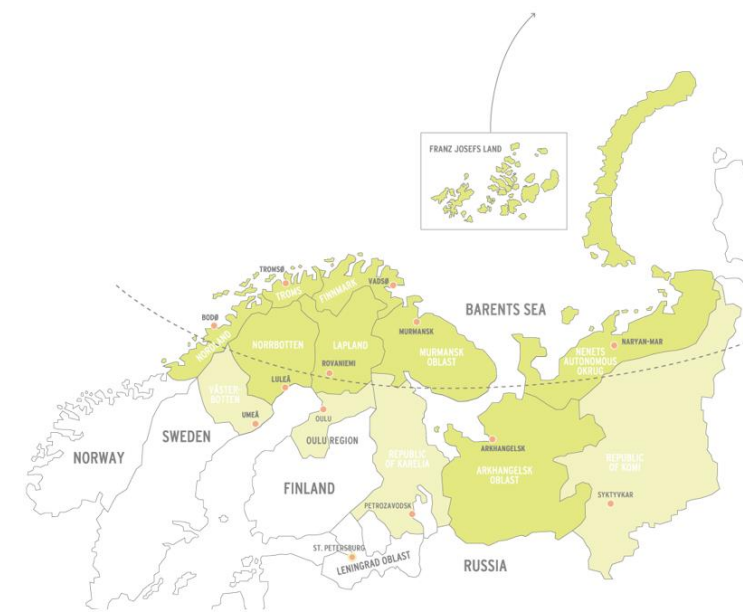


Promas

Lead partner fills in the application in the PROMAS

Lead Partner can give user rights to other

- write and read (user has the same access rights as the Lead Partner)
- read (partner has only reading rights)
- access rights can be changed



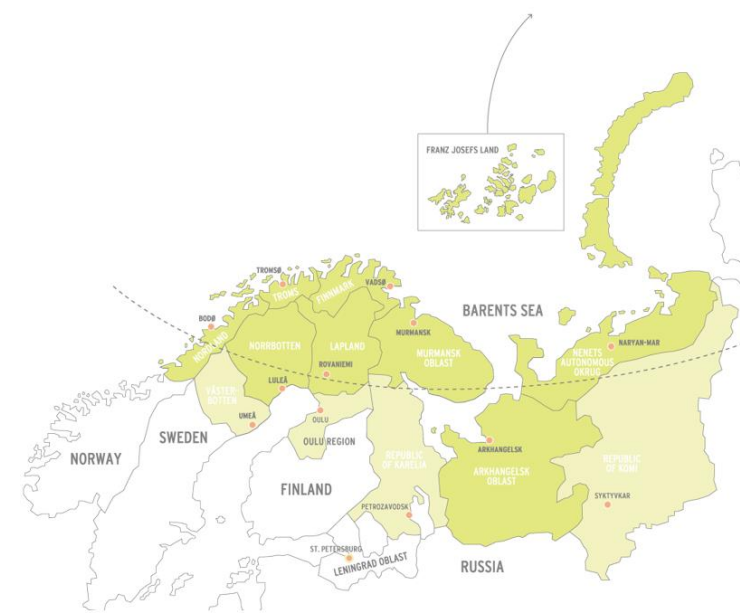
Submitting the application

- Latest 29 September at 16.00 Finnish time
- "Submit" locks the application and sends it to the MA (can not be undone)
- After you have submitted the application, print it out and sign it (authorized representative of the organisation).
- Send the signed application to the MA by mail (post stamp not later than 29 Sep)
- NOTE: the sender's responsibility is to ensure that the sending date can be verified
- Application can also be submitted to the MA by courier delivery or hand-delivery by the deadline in a sealed envelope -> applicant must request a signed and dated certificate of receipt of having delivered the application
- Only annexes D and E is attached to the application (original signed) if available on the date of deadline (or asap)



Kolarctic CBC 2014-2020: PROMAS

More detailed information available in the Guidelines and webpage kolarctic.info (or kolarctic.fi)



Thank you for attention!

Kolarctic webpage www.kolarctic.info

