

# Call for applications for communication activities of the EU Strategy for the Baltic Sea Region

## Announcement note for specific objective 4.2 “Coordination of macro-regional cooperation”

***Timeline: 2 October 2018 – 30 November 2018***

Interreg Baltic Sea Region calls for applications to organise communication measures supporting the implementation of the EU Strategy for the Baltic Sea Region (EUSBSR). This call is restricted to applicants who are supported by the National Coordinators for the EU Strategy for the Baltic Sea Region (EUSBSR, the Strategy).

### 1. Introduction and objectives

Interreg Baltic Sea Region offers financial support to transnational projects contributing to the development of a more innovative, better accessible and sustainable Baltic Sea Region. The Programme has been designed under the territorial cooperation goal of the European Union.

Interreg Baltic Sea Region takes an active part in the implementation of the EU Strategy for the Baltic Sea Region and its Action Plan. For the funding period 2014-2020 thematic priorities 1-3 of Interreg Baltic Sea Region have been aligned with the objectives of the Strategy to maximise the synergies and leverage effects on other financing sources in the Programme area. Interreg Baltic Sea Region offers support to the Strategy implementation for example by financing flagship projects and their preparation (seed money support). A detailed description of the actions to be financed under thematic priorities 1-3 can be found in the Programme document.

In addition, the Programme provides direct support to the coordination activities of the macro-regional cooperation. The support is provided through thematic priority 4 ‘Institutional capacity for macro-regional cooperation’ and its specific objective 4.2 “Coordination of macro-regional cooperation” in particular.

## 2. Focus of the call

This call is open for applications that support the implementation of the EUSBSR by ensuring its visibility and maintenance of the main communication channels such as e.g. the website of the EUSBSR as well as contributing to the implementation of the EUSBSR Communication Strategy<sup>1</sup>.

## 3. What can be financed?

The Programme co-financing covers activities that contribute to the achievement of the above mentioned aim. To mention several example activities:

- Implementation of communication activities as foreseen in the Communication Strategy for the EUSBSR;
- Collection and dissemination of – best practices and examples of added value focusing on flagships and their results, preferably in cooperation with Policy Area/Horizontal Action Coordinators;
- Maintenance of the main communication channels of the Strategy;
- Assuring communication support to the implementation of the EUSBSR Annual Forums, the National Coordinators for the EUSBSR group and Policy Area/Horizontal Action Coordinators where relevant.

This list is not exhaustive.

The activities have to be implemented in coordination with the National Coordinators group for the EUSBSR. Regular meetings and exchange with the National Coordinators have to be ensured. In particular, applicants have to take into account and follow up on the measures already taken in EUSBSR communication, for example, consider the Communication Strategy of the EUSBSR when planning the project activities.

## 4. Who can receive funding?

In general, public authorities at local, regional and national level, research and training organisations, pan-Baltic organisations, NGOs, sectoral agencies and associations as well as private not-for-profit organisations from the eight EU Member States (Denmark, Estonia, Finland, parts of Germany from the Programme area, Latvia, Lithuania, Poland, and Sweden), as well as from Norway are invited to apply.

As a minimum requirement, the application has to involve **at least two partners from two different countries** of the Programme area: a lead partner and a project partner.

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<sup>1</sup> The EUSBSR Communication Strategy is available on the Strategy's website: [balticsea-region-strategy.eu](http://balticsea-region-strategy.eu)

In order to be eligible for the Programme support, the applicants have to obtain support from the group of National Coordinators for the EUSBSR<sup>2</sup>. It is expressed in a letter of support, which is signed by the Chair of the group of National Coordinators for the EUSBSR. Furthermore, applicants have to demonstrate a good understanding of the EUSBSR and its key implementing stakeholders, as well as previous experience in cooperating with the National Coordinators, Policy Area Coordinators and Horizontal Action Coordinators for the EUSBSR<sup>3</sup> (see also point 9 below).

## 5. Lead partner principle

A project has to appoint a lead applicant/lead partner who is responsible for the preparation and submission of the application. After approval of the application, the lead partner takes over the full responsibility for management, communication, implementation, and co-ordination of activities among the involved partners. The lead partner bears legal responsibility for the whole partnership. The lead partner is also the link between the project and the Managing Authority/Joint Secretariat (MA/JS) of the Programme.

## 6. Programme co-financing and co-financing rate

The maximum Programme co-financing available for this call is EUR 220,000 ERDF (European Regional Development Fund) covering the period 2019 – mid-2021. In addition, Norwegian national funding to the Programme is available for Norwegian project partners.

Project partners have to provide their own financial contribution amounting to 15% of the total eligible costs of the proposal.

A clear reference to the funding source and the Interreg Baltic Sea Region Programme has to be ensured when implementing the planned activities. In particular, each project should use the EU and Programme logos. For further details, please see section F.1.8 of the Programme Manual for specific objective 4.2 “Coordination of macro-regional cooperation”.

When implementing activities co-financed by the Programme, all partners must comply with the relevant public procurement legislation and rules set by the Programme and specified in the Programme Manuals.

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<sup>2</sup> The list of National Coordinators is available on the EUSBSR website: [www.balticsea-region.eu](http://www.balticsea-region.eu)

<sup>3</sup> A list of the partners is available on [www.balticsea-region.eu/contacts](http://www.balticsea-region.eu/contacts)

## 7. Duration of activities

The implementation period of the project shall last up to 29 months. In addition, the project will have a contracting phase lasting up to three months, and a closure phase lasting up to three months (these phases will be set out in the subsidy contract). The contracting phase starts one day after the Monitoring Committee approval. Within this period a subsidy contract is expected to be concluded. The closure phase starts after the implementation phase.

## 8. Preparing the application

The applicants interested in the call have to first express their interest to the National Coordinators for the EUSBSR. The National Coordinators, in close cooperation with the European Commission, evaluate the received request(s) and proposed activity concept (or equivalent presentation of the proposal) and issue a letter of support. The letter of support determines the eligibility of the application and has to be submitted together with the application.

Applicants are required to complete an application form in the online application system BAMOS. The access to the online system will be granted to applicants upon the opening of the call. Detailed information on how to fill in the application form is provided in the application form itself. It is recommended to develop the concept in close cooperation with the European Commission (DG REGIO) and the National Coordinators for the EUSBSR group.

It is highly recommended that applicants contact the MA/JS before submitting the final application to obtain feedback. Feedback from the MA/JS can be obtained either in written form or during an individual consultation.

## 9. Submission of applications

The complete application is to be submitted to the MA/JS:

- via the online submission system - BAMOS not later than 30 November 2018 at 16:00 CET (UTC+1) and
- in a paper version not later than 30 November 2018 (date verified by the post stamp) to be sent to:  
Interreg Baltic Sea Region  
Managing Authority/Joint Secretariat  
c/o Investitionsbank Schleswig-Holstein (IB.SH)  
Grubenstrasse 20  
18055 Rostock, Germany

The paper version of the application has to be sent together with:

1. Signed partner declarations (incl. the lead applicant);
2. Description of previous cooperation experience with the EUSBSR National Coordinators, Policy Area or Horizontal Action coordinators relevant to the proposed project activities. The description can to be provided in a free format and should not exceed 3600 characters excl. spaces;
3. The letter of support provided by the National Coordinators group for the EUSBSR.

A model partner declaration form is included in the application package and available on the Programme website.

Please note that the final application together with the compulsory attachments is the only basis for quality assessment of the proposal.

## **10. Selection procedure**

The MA/JS will verify the completeness and correctness of the submitted documents. If a proposal does not fulfil the technical admissibility criteria, the MA/JS will inform the lead applicant. The applicant may complete the application and send missing documents and/or an amended application form in the time frame given by the MA/JS. Only applications that have passed the admissibility check will proceed to the quality assessment.

The quality assessment covers verification of the relevance of the proposed activities in relation to the implementation of the Strategy. The MA/JS carries out the quality assessment of the applications according to the specific quality assessment criteria set in the Programme Manual for specific objective 4.2 “Coordination of macro-regional cooperation”. The lead applicant has to address the possible clarifications and revise the application form accordingly within the time frame given by the MA/JS. The assessment criteria are presented in the Programme Manual. The Monitoring Committee of the Programme will select the applications based on the quality assessment. This will be done in a written procedure.

## **11. Programme language**

The official language of the programme is English. Therefore, all communication between applicants and the MA/JS is carried out in English. Information in applications as well as official correspondence must be treated accordingly.

## **12. Further information and assistance**

The official Programme documents:

- Interreg Baltic Sea Region Programme 2014-2020 Cooperation Programme;
- Programme Manual for specific objective 4.2. “Coordination of macro-regional cooperation”, chapter C;
- Application package including the call announcement as well as the application and partner declaration forms.

The documents are available on the Programme website [interreg-baltic.eu](http://interreg-baltic.eu).

The MA/JS provides written feedback and offers consultations at its offices (Rostock/Riga) and via telephone/Skype.

For advice on specific objective 4.2 “Coordination of macro-regional cooperation” please contact:

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For general advice on the Programme matters please contact:

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