

STANDARD SUMMARY PROJECT FICHE

1. Basic information

- 1.1. CRIS Number: 2003/005.665.02 (Slovak Republic) - 2003/005.681.02 (Poland)
- 1.2. Title: Joint Small Projects Fund (JSPF)
- 1.3. Sector: Slovak Republic/Poland Cross Border Co-operation
- 1.4. Location: The Joint Small Projects Fund will finance small projects for the Programme area described in the Joint Programming Document, in particular: in the Slovak Republic, in the regions of Zilina and Presov; in Poland, in the following three Voivodships: Slaskie Voivodship (Silesia), Malopolskie Voivodship, Podkarpackie Voivodship. The cross border area is constituted by the following Polish-Slovak Euroregions: Carpathian, Tatra, Beskidy.

2. Objectives:

2.1 Overall objectives

The CBC 2003 Programme aims at achieving a satisfactory living standard and economic competitiveness for the Slovak and Polish border inhabitants by taking advantage of the location, natural and cultural potential and the traditionally active community.

2.2 Project purpose

The sub-projects of the JSPF are tailored to support development in particular in the fields of small-scale activities across the border according to the priorities and measures set up in the Joint Programming Document. The Small Projects Fund is supporting mainly the following fields: local democracy, economic development and tourism, cultural exchanges, ecology, health, information and communication links.

2.3 Accession Partnership, NPAA – relation to the EU integration: The JSPF plays a key part in the process of preparation of Slovakia and Poland for accession to EU, in particular through the capacity building dimension of local/regional actors. These funds are a part of a process of creating "integration-minded" border regions. The project represents thus an important element in the preparation of Slovakia and Poland for the adoption of Structural Funds. In addition, the project supports the social and economic integration between the border regions of the candidate countries.

2.4 Cross-border impact of the projects

The Programme will contribute to the removal of existing disparities between regions on both sides of the border and thus to the gradual alignment of economic and social development. This is particularly important in view of future integration into the European Union. Full membership will require the approximation of levels of economic activity and living standards in particular in border regions in order to avoid undue problems connected to the removal of borders and the introduction of the principle of free movement.

The JSPF emphasizes projects with a cross-border impact and encourages the development of linkages between the communities' (organisations) institutions on either side of the border. In general, the "people-to-people" character of the individual projects and the general direction of the fund guarantee a high degree of cross-border relevance of the scheme.

3. Description

3.1 Background and justification:

The eligible area from both Slovak and Polish side of the border is covering 36.334 km² where 31,5% is situated in Slovakia. The common border between Slovakia and Poland extends for 547,1 km. Along the Slovak / Polish border region live in total 4.614.418 inhabitants.

The Joint Small Projects Fund (JSPF) will be established in alignment with the Commission Regulation (EC) No 2760/98, amended on 6 September 2002 (No 1596/2002) concerning the implementation of a program for cross-border co-operation in the framework of the PHARE programme. Together with medium-scale activities, supported from the main part of the programme, it will be a complementary tool in the framework of pre-accession measures in support of the regional development.

The Joint Small Projects Fund (JSPF) Poland – Slovak Republic 2003 is the continuation of this programme from last years (the JSPF Poland-Slovak Republic 2000-2002).

Past experience from the last years demonstrated that the fund approach is an efficient mechanism to address small-scale intervention. Moreover, funds are an ideal mechanism for the “maturing” of cross-border co-operation through allowing greater possibilities for the definition and preparation of joint projects.

To summarize, the continuation of implementing of the JSPF is a logical step forward in the overall context the Slovak Republic’s and of the Poland’s future accession to the EU, and in the specific context of the development of cross-border co-operation and evolution of the Phare CBC programme in the pre-accession context.

3.2 Linked activities

The JSPF 2003 will be the fourth consecutive edition of this instrument in this area. It will continue to co-finance actions supported within the previous Slovak-Polish JSPF editions (2000, 2001 and 2002).

3.3 Results

Immediate results of JSPF implementation will be several sub-projects fulfilling the objectives of the programme (e.g. festivals, sporting competitions, training, conferences, publications, promotional events, maps etc.). It is expected that the JSPF will initiate cross border contacts among the inhabitants on both sides of the border that will be of long term character, sustainable even after the EU funds expire. The cross border contacts already in existence will be deepened so that a durable co-operative network will be established.

3.4 Activities:

The JSPF will provide financial support to small-scale actions of “soft” nature only (**infrastructure activities will be excluded within the Fund**) in various fields of activities. Eligible actions to be supported under the JSPF are defined in more detail below.

3.4.1 General Criteria for Eligibility

In general terms the eligible actions should meet the following conditions: directly involve at least one foreign partner from the neighbouring country (Poland or Slovakia) in project implementation (cross border impact will be the most important criterion for project evaluation and selection; projects co-financed jointly by Polish and Slovak project partners will be particularly prioritised); be financially assessed realistically and transparently; be ready for implementation; be sustainable in the long-term perspective; contribute to institution and capacity building; be supportive to, but under no circumstances be in contradiction with the long-term development plans of the municipality or the region (projects that are part of an

overall strategy/plan for the development of the region/town/municipality will be prioritised); located in the border areas (in Slovakia: Zilina and Presov Higher Territorial Units - NUTS III; in Poland: Euroregions: Karpacki, Tatra, Beskidy). The beneficiaries of individual projects will include the public authorities in a border region, the local and regional public organisations, the municipal co-operation initiatives, the Chambers of Commerce, the professional associations, the non-government organisations.

The support for one project will range from 1 000 EUR to 50 000 EUR. The minimum self-contribution of the beneficiaries will amount to minimum 25% of the total eligible project value in Poland and minimum 10% of the total eligible project value in Slovakia (as in all previous editions of the JSPF)

Eligible actions to be supported under the JSPF are defined in more detail below. **No small-scale infrastructure projects will be eligible under the JSPF.** Costs eligible within the JSPF as well as other precise operational details will be defined in detail in the “Guidelines for Applicants”.

3.4.2 JSPF priorities

The Fund will support small-scale actions across the following priority areas:

Local Democracy:

Schemes will be supported that help create and intensify the skills of organisational structures in local and regional public administration and other elements of a democratic society (chambers of commerce, trade associations, trade unions, NGOs). Relevant training courses and information will be provided supporting exchange visits, project preparation and procedural matters. Joint projects may also involve the elaboration of materials for distance learning and so forth. Exchange of know-how and experience in education at various levels will also be supported.

Economic Development:

Support for small projects focusing on economies, which enhance the economic base of the border region. For example proposals for the development of small-scale enterprises, marketing initiatives, markets, exhibitions and advertising events, and so forth; the creation of cross-border co-operation structures and partnerships among supporting organisations;

Tourism:

The JSPF will provide funding for a range of “soft“ actions for tourism development - studies, planning, institutional strengthening measures, specific SME training and related HRD programmes.

Cultural Exchanges:

Those cultural exchanges that already exist and that are being newly established between local groups on both sides of the border. Meetings and exchanges among youth, artistic and supporting activities, folk events and similar actions with the emphasis on the establishment of traditions and long-term co-operation;

Environment:

Projects focusing on specific problems of the environment of the region, such as the drafting of studies, assessment of problems, environmental training, actions aimed at increasing public environmental awareness and so forth.

Health:

JSPF will provide funding for measures to promote co-operation in health, particularly the sharing of resources and facilities on a cross-border basis.

Flow of information:

Projects dealing with the development or establishment of facilities and resources to improve the flow of information and communications between border regions, including support for cross-border radio, television, newspapers and other media.

Besides activities mentioned, the JSPF can support the projects that create the preconditions for joint planning in a border region, for framing joint research programmes, for drawing up joint strategies for regional development in a border area with the aim to jointly define the development priorities.

4. Institutional framework:

In Slovakia the Implementing Authority is the Regional Development Support Agency within the Ministry of Construction and Regional Development. The co-ordinator is Department of Programs of Regional Development and Co-ordination of Structural Instruments from Ministry of Construction and Regional Development.

In Poland the responsible body for implementing the Joint Small Projects Fund is the Ministry of Interior and Administration and within it the Implementing Authority for Phare Cross Border Co-operation Programme.

The Contracting and Implementing Authorities retain overall responsibility for the implementation of the Joint Small Projects Fund. This includes in particular the development and issuing of procedures for the operation of the Fund, the general supervision of regional institutions, the control of adherence to the rules and procedures of the Fund, the adaptation of the guidelines where appropriate, the monitoring and evaluation of the Funds results and impact.

The Evaluation Committee

The Evaluation Committee is the ultimate responsible body in terms of selection process and utilisation of the JSPF funds. There are 2 Evaluation Committees separate for Poland and Slovak Republic. The CBC IAs in both countries propose the composition of the Evaluation Committee in the respective country. Special observers of the Evaluation Committee are the Representatives of the EC Delegation and the Implementing Authority for Phare CBC from the other side of the border. They adopt the list of the evaluated projects set up by priorities. The Evaluation Committee may use the Assessors Team for project evaluation. The final decision will be ratified by the Regional Steering Committee common for both countries.

The Regional Steering Committee

The Regional Steering Committee (RSC) is the joint Polish-Slovak decision making body of the Fund on the regional level. The RSC is composed on the Slovak side of: representatives of the County Offices for respective regions (Zilina, Presov-NUTS III), Euroregions (Tatry, Karpaty, Beskydy) 2 representatives of self-government (VUC) and 2 representatives of NGO, in total 9 voting members. On the Polish side: Marshals and Voivods from 3 border Voivodships (Slaskie, Malopolskie and Podkarpackie) and Euroregions (Karpaty, Tatry, Beskydy), in total 9 voting members. Representatives of the Slovak and Polish Contracting and Implementing Authority and of the EC Delegations will be always invited to the RSC meetings as observers. Representatives of the Contracting and Implementing Authorities shall be present at the meeting of RSC.

The responsibilities of the RSC are as follows:

- may establish detailed conditions within the framework and limits of the Joint Guidelines;

- to take final decision on project selection and provision of grants;
- to supervise jointly of the operation of the Joint Small Projects Fund, in particular for joint and mirror projects.

The Secretariat

The Secretariat represents the executive JSPF body in the region. Its chief function is to provide technical and special support to the Evaluation Committee and Regional Steering Committee and also to ensure the everyday implementation and operation of the JSPF. The setting up and operation of the Secretariats (for each border separately) will be ensured by the both Polish and Slovak Contracting and Implementing Authorities. In the Slovak Republic, the above competence will lie with the Implementing Agency. In Poland, the Euroregion administrative body, under the oversight of the Polish Phare IA CBC, provides this function. The Secretariat will in particular ensure sound and professional financial management of the Fund in line with Phare requirements. The Phare contribution may finance indirect (overhead) costs of the JSPF Secretariat up to 7% for the Slovak Republic and 5% for Poland of total amount of direct eligible costs (overhead and eligible costs as defined in Practical Guide for Phare, Ispa and Sapard contract procedures).

The management of the Slovak and Polish Joint Small Projects Fund is co-ordinated in particular through the following measures:

- Call for projects launched at the same time
- Deadline for accepting project proposals fixed at the same date, shall be at least 42 days after the official Call for Proposals. The call for proposals shall be done through open invitations published in the local (regional) press and through other media.

5. Detailed Budget (in MEUR)

Items	Investment	IB	Total Phare (=I+IB)	Recipient	Recipient	TOTAL
				Slovakia	Poland	
Poland	-	0.400	0.400	-	0.134	0.534
Slovak Republic	-	0.400	0.400	0.045	-	0.445
Total JSPF	-	0.800	0.800	0.045	0.134	0.979

6. Implementation arrangements

6.1 Implementing Agency

In Slovakia:

Regional Development Support Agency
 Ministry of Construction and Regional Development
 Špitálska 8
 816 44 Bratislava
 tel. 00421-2-5975 2819
 fax 00421-2-5975 3833

PAO: Mr. Július Slovák – Director General of the Regional Development Support Agency, Ministry of Construction and Regional Development of the Slovak Republic;
 Address: Špitálska 8, 816 44 Bratislava, phone: +421-2-59 75 34 14; fax: +421-2-59 75 34 38, e-mail: slovak@build.gov.sk

In Poland:

Implementing Agency: Ministry of Internal Affairs and Administration, Implementing Authority for Phare Cross Border Co-operation Programme, tel. (+48-22) 6618739, fax (+48-22) 6284722

PAO: Mr. Pawel Dakowski - Under-Secretary of State, Ministry of Internal Affairs and Administration; Address: S. Batorego 5; 02-591 Warsaw, phone: +48 (0)22 621 03 91; fax: +48 22 849 52 13, e-mail: wydzei@die.mswia.gov.pl

Implementation of the JSPF will follow principles described in the “Guidelines for Applicants to Call for Proposals – budget 2003” which will be jointly developed by the Polish and Slovak Phare CBC Ias. They will be based on the “Guidelines for Applicants” for the 2000, 2001 and 2002 editions of the programme, the “Memorandum of Understanding” for JSPF 2000-2003, already signed by all the parties and approved by the EC Delegations and the “Practical Guide to Phare, ISPA and SAPARD programmes” (chapter 6 on the “Grants” specifically).

6.2 Twinning: N/A.

6.3 Non-standard contracts: Projects will be selected and contracted according to the procedures and regulations set out in the Practical Guide to Phare, Ispa and Sapard contract procedures. In Poland, implementation of projects will follow the national procurement law.

6.4 Contracts

In Poland, it is envisaged that the IA will sign three agreements on transferring responsibility for the Fund’s management with the Euroregions: Karpacki, Tatra, Beskidy (as in the previous years, the division of funds for the individual Euroregions will be agreed on by the above Euroregions (and approved by the IA), taking into account the number of inhabitants, the length of the border, the potential and interest in cross border activities in the relevant Euroregion – as proved in the past).

In Slovakia, the PAO will sign the grant contracts with the selected beneficiaries based on the final list of grants approved by the EC Delegation. The IA will manage implementation of projects and monitor activities with technical assistance of the Secretariat.

As it is assumed to implement about 80-170 projects within the JSPF, the exact number of contracts for implementation of particular projects will be known after finishing the process of project selection and approval. Within the projects there will be joint financing Phare contribution/Polish or Slovak sources.

7. Implementation Schedule:

Development and approval of the „Guidelines for Applicants“	1 st /2 nd quarter 2004
First calls for proposals:	3 rd quarter 2004
Contracting	4 th quarter 2004
Completion of projects	4 th quarter 2005

8. Equal opportunity:

Equal opportunity principles and practices in ensuring equitable gender participation in the project will be guaranteed.

9. Environment

The environmental effects are negligible if not transitory from the projects.

10. Conditionality and sequencing:

No conditionality applies.

Annexes to Project Fiche:

1. Logical framework matrix
2. Contracting and disbursement schedule
3. Detailed implementation chart
4. Relation of project with previous Phare activities

LOGICAL FRAMEWORK MATRIX Joint Small Projects Fund CBC 2003 Slovakia - Poland		Programme name and number: 2003-005-665.02 (SR); 2003-005-681.02 (PL)	Sheet No. 1
		Contracting period expires: 30.11.2005	Disbursement period expires: 30.11.2006
		Total Budget (MEUR): 0,979	Phare Contribution (MEUR): 0,800
Project Number:			
Overall Objective	Objectively Verifiable Indicators	Sources of verification	Assumptions and Risk
Development of the Slovak-Polish border region	Sustainability of projects implemented by cyclical events as well as cross border co-operation agreements (at least 50% of projects are sustained)	<i>How:</i> adequate reports <i>When:</i> 3 years after project completion <i>By whom:</i> Secretariats and CBC IA	
Immediate Objectives	<ul style="list-style-type: none"> At least 15 cross border co-operation agreements signed (within the field of local bodies and economic development) At least 5 events from those financed through JSPF are organised for the first time and are of cyclical character. 	<i>How:</i> adequate reports <i>When:</i> 1 year after project completion <i>By whom:</i> Secretariats and CBC IA	Continued commitment of both Governments towards the priorities of the Phare CBC Programme and regional development.
To support development in the fields of small-scale activities across the border according to the priorities and measures set up in the JPD (supporting mainly the following fields: local democracy, economic development and tourism, cultural exchanges, ecology, health and information and communication links)			
Results	<ul style="list-style-type: none"> 40 – 60 publications (maps, guides, research studies, analyses, conceptual studies, and similar) at least 60 events (of different character) 	<i>How:</i> adequate reports <i>When:</i> immediately after project completion <i>By whom:</i> Beneficiaries, Secretariats and CBC IA (summary on JSPF)	<ul style="list-style-type: none"> Lack of sustained interest of the local / regional actors in development and co-operation. Poor of microeconomic situation in the country and the region. Lack of JSPF promotion as the fund promoting new projects (implemented for the first time).
<ul style="list-style-type: none"> Several sub-projects fulfilling the objectives of the JPD (for example: festivals, sporting events, trainings, conferences, publications, promotion events, tourist facilities, etc.) 			
Activities	Means	Costs	Lack of qualified staff from all involved beneficiary's institutions
<ul style="list-style-type: none"> All activities necessary for efficient implementation of each particular project (for example: hiring of the venue, employment of experts, promotion, drafting technical documentation, construction of elements of infrastructure) 	It is anticipated that: <ul style="list-style-type: none"> 80 - 170 contracts will be signed for JSPF implementation - total EUR 0.979.000 	Phare Funds – EUR 800.000 Local Funds - at least EUR 179.000	

Precondition:
Financing Memorandum signed and Guidelines for
applicants approved

CUMULATIVE CONTRACTING AND DISBURSEMENT SCHEDULE (MEUR)

Slovakia - Poland

	2004				2005			
	1Q	2Q	3Q	4Q	1Q	2Q	3Q	4Q
Contracted				0.8				
Disbursed				0.4	0.5	0.6	0.7	0.8

DETAILED IMPLEMENTATION CHART

Joint Small Projects Fund

Component	2004				2005			
	1Q	2Q	3Q	4Q	1Q	2Q	3Q	4Q
JSPF	T	T	/T	T/C/I	I	I	I	I

T: Tendering - Development and approval of the „Guidelines for Applicants

C: Contracting

I: Implementation

Relation of project with previous Phare activities

Relevant Phare assistance projects under previous programmes are:

- This year there is a continuation of the Polish-Slovak Joint Small Projects Fund established under the Polish-Slovak Phare CBC programme 2000, 2001 and 2002. In all, the sum of 2,700 MEURO was granted for implementation of small projects of cross border nature within the above three editions. The Polish and Slovak sides have developed joint guidelines that define JSPF functioning on both sides of the border.
- The CREDO programme implemented in the frame of the multi-country facility of Phare

The CREDO programme supported:

The institutional development in the Slovak- Polish border region, in particular through setting up a Regional Border Committee which has been the basis for the formation of the Steering Committee for the Fund.

Further CREDO assisted in identifying a range of small-scale projects. Some of the concrete proposals already available will be submitted for utilisation in the JSPF.
