

Integrated Marine and Coastal Management

STRENGTHEN OF BILATERAL RELATIONS - WORK PLAN

EEA Financial Mechanism 2009 – 2014

Programme number: PT02

EEAGrants: 19247250

Programme Area: Integrated marine and inland water management

Review_October, 2014

1. Introduction

The programme PT02 - Integrated Marine and Coastal Waters addresses the objective of achieving and sustaining the Good Environmental Status (GES) of European Marine and Coastal Waters, which aims, among other outcomes, at increasing awareness of, and education in, integrated marine water management. Under this outcome, it is planned to implement integrated marine water management training, education and awareness raising measures and activities.

Moreover, the programme considers the allocation of funding specifically aimed at strengthen the bilateral relations between EEA partner States. Apart from the preparations of donor partnership projects with the Mapping Authority, the Institute of Marine Research, from Norway and the National Land Survey of Iceland, and possibly other institutions, the bilateral relations fund is also intended to be applied on developing partnerships to strengthen cooperation on education and training, as well as on research and innovation, providing they are compliant with the programme objective.

In order to address such broad set of subjects and, simultaneously, to cover those with appropriate and effective instruments, a national strategic vision embracing cooperation with international partners becomes absolutely essential. Once this subject is a natural contributing piece for the above mentioned areas to be covered through bilateral partnership, the advantages become obvious.

The proposed work plan allows the integration of several activities aimed to promote a number of initiatives to achieve the expected outcomes regarding strengthen of bilateral relations. Likewise, these activities will provide visibility to EEA Grants Fund by allowing enhanced knowledge of marine ecosystems and promote the sustainability of living resources exploitation.

The technical background of the activities is ensured through key Portuguese and EEA partner States R&D organizations, which can guarantee an efficient dissemination at that level. A significant part of the methods and technologies to be developed are consisting in a follow up to a number of networked R&D efforts which involved those organizations in the past decade.

It is envisaged to use all options set in Article 3.6 of the Regulations and synthesized in the following measures, taking in consideration the estimated total amount of **339.657 €** (corresponding to 1.5% of the total grant amount):

- **Measure (a)** - Search for partners for donor partnership projects within PT02 Programme;

- **Measure (b)** - Networking, exchange, sharing and transfer of knowledge, technology, experience and best practices between Project Promoters and entities in the Donor State(s) within the programme objectives.

2. **Measure (a) - Search for partners for donor partnership projects within PT02 Programme**

It is aimed to search for partners for donor partnership projects prior to, or during, the preparation of a project application, the development of such partnerships, and the preparation of applications for Donor partnership projects.

Both project applicants and potential donor project should be able to apply for the part of the fund.

For this purpose it is intended to create a specific call to support search for partners' activities, as well as to promote a set of seminars to stimulate potential project applicants and potential donor project partners, allowing them to explore cooperation opportunities. The seminars are to be executed in 2014, and will be aimed to support and leverage the development of bilateral partnerships to strengthen this cooperation within the Programme, involving Universities, Technical Institutes, and Public Administration bodies from EEA States and Portugal, on the subject of the GES in the Portuguese marine and coastal waters. A proposed list of seminars are planned to be carried out in Portugal, between June and October 2014, under the following topics:

- MSFD Capacity Leverage - Monitoring plans supporting the MSFD; Training and Education;
- MSFD Information & Technology - Marine Information Management supporting GES; Robotics and Smart Sensors for Marine Environment Monitoring supporting the MSFD;
- MSFD Social and Economic perspectives - Marine living resources (Fishing and Aquaculture, and Marine Biotechnology) exploration and exploitation impacts.

This seminars are targeted to occur throughout the National public discussion on the implementation of the MSFD period.

It is expected that a maximum grant amount of **€80.000** can be made available to promote these Bilateral Activities and foster the partnership among institutions from Norway, Iceland, Liechtenstein and Portugal.

Bilateral Activities – Seminars	Grant Amount	Planned Time
Seminar – 1 <u>MSFD Capacity and leverage</u> <ul style="list-style-type: none"> Monitoring plans supporting the MFSD Training and Educational Projects 	€ 25.000	June 2014 (2 days) Simultaneously with the Programme Launch (TBD)
Seminar – 2 <u>MSFD Information & Technology</u> <ul style="list-style-type: none"> Marine Information Management supporting GES Robotics and Smart Sensors for Marine Environment Monitoring supporting the MSFD 	€ 25.000	June 2014 (2 days) Porto
Seminar – 3 <u>MSFD Social and Economic perspectives</u> <ul style="list-style-type: none"> Marine living resources (Fishing and Aquaculture, and Marine Biotechnology) exploration and exploitation impacts 	€ 30.000	30-31 October 2014 (during Biomarine Convention (tentative period)) Cascais (Estoril Congress Center)
TOTAL GRANT AMOUNT – BILATERAL RELATIONS	€ 80.000	

The total grant amount estimated for this measure is **€174.657**, being distributed as follows:

- € 94.657 for a Call;
- € 80.000 for Seminars.

3. Measure (b) - Networking, exchange, sharing and transfer of knowledge, technology, experience and best practices between PT02 Project Promoters and entities in the Donor State(s)

Networking, exchange, sharing and transfer of knowledge, technology, experience and best practices between Project Promoters and entities in the Donor State(s) will be aimed to contributing for the projects addressing outputs set for the outcomes #1- *More integrated management of marine resources*, #2 - *Improve monitoring of marine waters*, #3 - *Improve capacity for forecasting and assessing environmental status in marine waters* and #4 - *Increased awareness of and education in integrated marine water management*.

For this purpose it is intended to create a specific call to support networking.

Alternatively the PO or other entities can organize events to the same effect, with the project promoters and other relevant stakeholders.

Marine education & training, as well as research & innovation, are identified as major potential areas where the cooperation between Portugal and Donor Countries can be mutually beneficial. The scope of interests ranges from a shared vision towards the blue growth; the promotion of integrated maritime policies; and the capacity and capability requirements addressing the specialized human resources; as well as outreach.

By acknowledging this challenges, but also the opportunities which can be opened through the bilateral cooperation between Portugal and Donor Countries, the National Ocean Strategy's Action Plan - *Plano Mar-Portugal* - sets objectives and effects to be achieved in period 2013-2020, through the establishment of a set of Programme Areas, which can enable response to those challenges and opportunities in an effective and efficient manner, and which, should be taken into consideration while strengthen this specific cooperation.

The maximum amount to be allocated is **€165.000** being distributed as follows:

- **€ 75.000** for Calls;
- **€ 90.000** for support activities between IPMA and IMR regarding Bilateral Cooperation.

4. Complementary actions

In addition to the bilateral funds at national and programme level, the POs have the option of applying to set up a fund for complementary actions (Article 7.11.3 of the Regulation) to strengthen cooperation with similar entities within the beneficiary state, in other beneficiary states, or in the donors states and exchange experience with regard to the implementation of the programme.

As mentioned in the introductory paragraph, the scope of bilateral interests ranges from a shared vision towards the blue growth; the promotion of integrated maritime policies; and the capacity and capability requirements addressing the specialized human resources, as well as outreach.

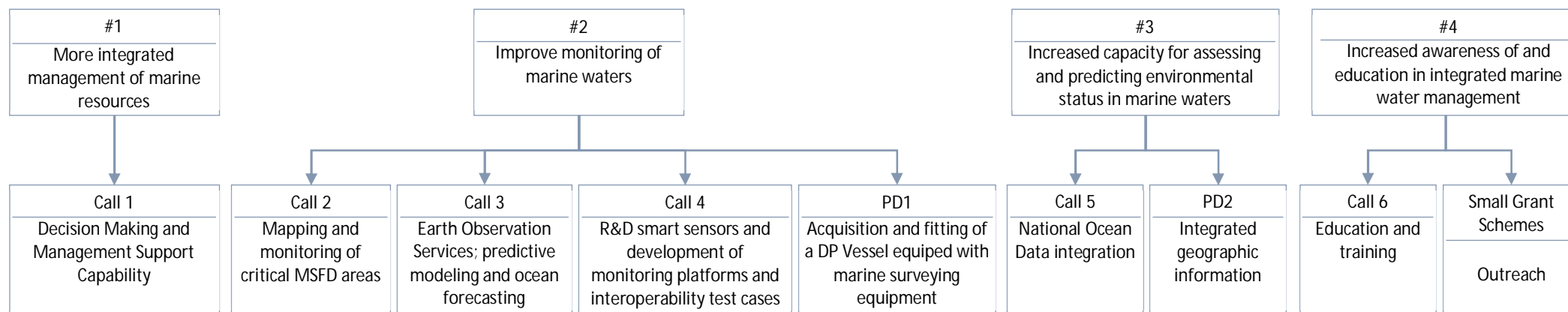
Having this in mind, the complementary actions within the scope of Programme PT02 outcomes can provide support to such type of initiatives, focused on marine and coastal water management and environmental awareness.

To this objective, a maximum grant amount of **€ 143.529**, for the period 2014-2016, has been proposed in order to support joint initiatives and professional networking with other beneficiary states and relevant institutions in the donor states, having established similar programme outcomes within the EEA, to share experience, best practise and lessons learned (i.e. Bulgaria, Estonia and Greece).

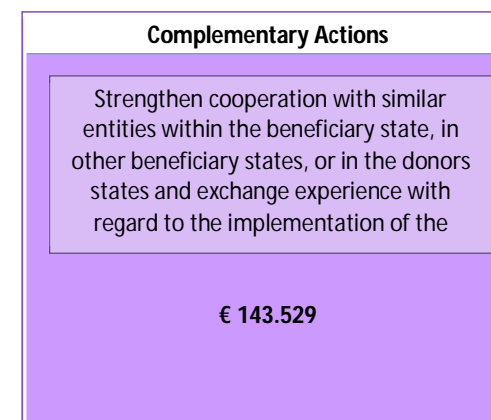
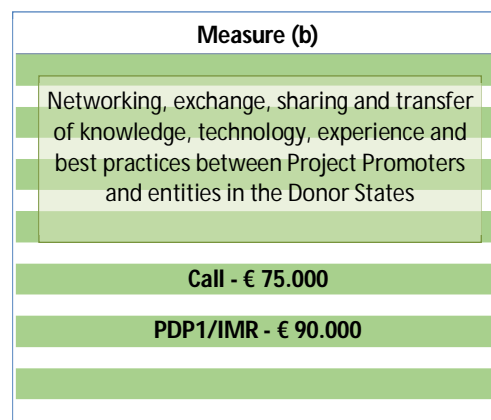
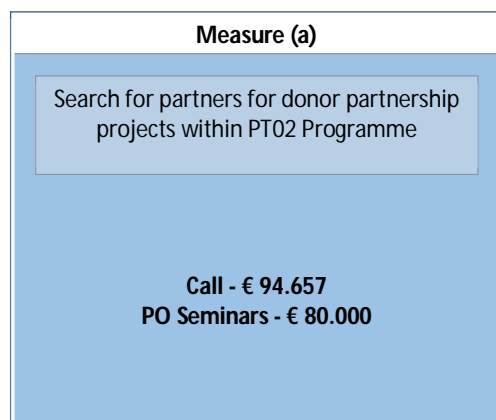
It is also considered to support joint research campaigns between Donor States and Portuguese Partners either in Portuguese or Norwegian and Iceland waters including polar research.

Work Plan Organization

PT02 - Integrated Marine and Coastal Management



Bilateral Relations and Complementary Actions



5. Calls

Under the Fund for Strengthen Bilateral Relations and regarding the use of the two optional measures, as well as the above mentioned intentions, the following Calls are considered:

(a) Call supporting search for partners for donor partnership projects (under measure (a))

The main purpose is the search for partners for donor partnership projects prior to, or during, the preparation of a project application, the development of such partnerships and the preparation of an application for a donor partnership project.

This can be used in the following activities:

- Taking part in partner seminars - based on descriptions of project ideas;
- Travel and meeting costs for cooperating partners;
- Participation in promotion activities organized by the DPP prior to project applications;
- Other relevant bilateral activities, according to the Regulations Articles 3.6 and 7.7.

Since one of the criteria for selecting PT02 projects will be the development of projects in partnership with Donor countries' entities, potential applicants for projects under PT02 Programme are likely to benefit from the fund to seek for partners,.

The potential applicants should present a proposal which demonstrates the interest/relevance of a Donor Partner Project accordingly with the objective of the project.

This Call will open on the 2nd quarter 2014 and will end on the 1st quarter 2015 to support the global needs of the programme, in the total amount of € 94.657.

(b) Call supporting networking, exchange, sharing and transfer of knowledge, technology, experience and best practices between Project Promoters and entities in the Donor State(s) (under measure (b))

During the PT02 programme's projects implementation and/or after its conclusion, the Project Promoters shall propose initiatives in order to develop networking, exchange, sharing and transfer of knowledge, technology, experience and best practices between Project Promoters and entities in the Donor State(s), which can be implemented through road shows, conferences or seminars, publications, etc.

This Call will open on the 4th quarter 2014 and will end on the 1st quarter 2016 to support the needs of the Programme in the total amount of €75.000.

Measures	Call Number	Planned timing	Amount being available	Minimum and Maximum grant amounts	Grant rate	Programme Calls/Projects to be addressed
(a) Search for partners for donor partnership projects	BR#1 Call	2014 2 nd quarter To 2015 1 st quarter	€94.657	€3.500 / €7.500	100%	<p>Call 1 - Decision Making and Management Support Capability</p> <p>Call 2 - Mapping and monitoring of critical MSFD areas</p> <p>Call 3 - Earth Observation/Services and associated modelling, forecasting and associated services</p> <p>Call 4 - R&D smart sensors and development of monitoring platforms and interoperability test cases</p> <p>Call 5 - National Ocean Data integration</p> <p>Call 6 – Education and Training</p>
(b) Networking, exchange, sharing and transfer of knowledge, technology, experience and best practices between Project Promoters and entities in the Donor State(s)	BR#2	2014 4 th quarter To 2016 1 st quarter	€75.000	€10.000/ €25.000	100%	<p>Call 1 - Decision Making and Management Support Capability</p> <p>Call 2 - Mapping and monitoring of critical MSFD areas</p> <p>Call 3 - Earth Observation/Services and associated modelling, forecasting and associated services</p> <p>Call 4 - R&D smart sensors and development of monitoring platforms and interoperability test cases</p> <p>Call 5 - National Ocean Data integration</p> <p>Call 6 – Education and Training</p>

7. Description of the Implementation System

The description of the implementation system provides information on how, when and who can access the funding for Bilateral Relations under the Programme PT02.

a. Main Eligibility Criteria

According with the EEA Grants 2009-2014 Regulations and with the Grand Agreement signed on 16th November the main eligibility criteria are:

Date of eligibility of expenditures	07/10/2013 - 30/04/2017
Eligibility of expenditures	According with the article 7.7 and 7.11 of the EEA Regulation
Eligibility of Applicants	According with the article 6.2 of the EEA Regulation, for Beneficiary and Donor Countries

b. Main Selection Criteria

(1) Open Calls

The open call shall be announced through the Programme Operator (website) and the diplomatic representations of Donor Countries in Portugal, informing important aspects that should be considered, in order to ensure total transparency of the procedures (i.e. dates and important deadlines, fund availability, eligibility, and selection criteria).

Information on the calls shall also be published on the www.dgpm.mam.gov.pt (EEA Grants menu) and on the www.eeagrants.org website.

The draft text for the calls for proposals should be consulted with FMO/Embassies at the latest 4 weeks before the planned launch of the calls.

In general, an open call shall include:

- Objectives and expected results of the program;

- Types of activities and expected outputs;
- Total amount available under the Open Call;
- The deadline for submitting proposals (day and hour);
- Maximum Grant Rate;
- Maximum and minimum amount of fund to be granted to each approved project;
- Eligible applicants;
- Date of eligibility of expenses;
- Eligibly expenditures;
- Selection process and decision-making;
- Selection criteria to be applied;
- Planned date of communication of the decision to the applicant;
- Form of submission of applications;
- Documents to be submitted with the application;
- Method(s) of submission
- Addresses for submission and queries
- Contacts.

Applications can be submitted continuously without specific deadlines, no longer than until the 1st quarter 2015 for measure (a) and 1st quarter 2016 for measure (b).

(2) Submission of the Application

Applications shall be submitted by the applicant to the Programme Operator in accordance with description in the Call.

Applications shall be submitted in Portuguese or English, in digital format, and by email, to the following address: eeagrants@dgpm.mam.gov.pt ("EEA Grants" sub-menu). They must use the standard application form, with all documents constituting the application folder (i.e. list of documents to be submitted by the applicant and demandable on application) attached thereto.

The applicant shall also send all original documents, in paper format, to the address identified in the Call for Proposal, with the application form duly signed and stamped.

The standard application form and checklist of documents to be submitted will be available in www.dgpm.mam.gov.pt (EEA Grants - Submenu).

Applications shall include necessarily:

- (a) Identification of the national entity and the entity/s from both Portugal and donor country /countries;
- (b) Objectives of the application, describing the interest of cooperation and role of each partner;
- (c) Identification of areas where it intends to strengthen bilateral relations between Portugal and donor country;
- (d) Current situation (baseline) and outcomes (expected outcomes);
- (e) Setting of indicators bilateral (pre-defined);
- (f) Timeline for eligible expenditures;
- (g) Estimated budget for the proposed activities;
- (h) Declaration of commitment to implementation of the proposed activity between entity (ies) from both Portugal and donor country /countries (when applicable);
- (i) Description of the application contribute for the selection criteria defined in the call.

(3) Selection Procedures

The project's selection and approval process is carried out in two sequencing phases, as follows:

1st phase - Administrative Checks

- **Correct preparation of the application process** - verification whether the application, in particular the Application Form, has been correctly completed and whether all required and mandatory annexes have been attached thereto.
- **Administrative and eligibility compliance** - verification of compliance with administrative and eligibility criteria.

2nd phase - Selection - The final score will be assigned to the project by applying the selection criteria approved by the Programme Operator and published in the Call for Proposal.

All sequencing phases are qualifiers.

During these phases there will be a communication with applicants and appeal's processes whenever the applications don't comply with the necessary and mandatory framework requirements.

Each application will be scored on a scale from 0 to 5 points by an internal assessment **Selection Committee** up for the purpose, in accordance with the selection criteria set out in the Call for FBR.

Applications scoring **lower than 2,5 points** will not be selected.

(4) Selection Criteria

In the selection of applications, selection criteria will be applied taking into account the assessment criteria and weightings, as the following table:

Selection Criteria	Weighting (W)	Indicative aspects	Criteria Classification (CC) (points)*	Global Score
1. Contribution to achieving the Programme's objectives	20%	Demonstration of the contribution for the overall objectives of the Programme: a) Achieving and sustaining the Good Environmental Status (GES) in the European marine and coastal waters? (30%) b) Strengthen bilateral relations? (70%)	30%*CC1a 70%*CC1b	
2. Reveals sustainability in terms of bilateral cooperation	30%	Demonstration of the contribution of the project to the sustainability in terms of bilateral cooperation: a) Maintenance of bilateral relations after the project completed? (60%) b) Reveals ability to generate new bilateral relations? (40%)	60%*CC2a 40%*CC2b	
3. Contribution to achieving the Programme's Bilateral Relations Fund expected outcome(s) and outputs	30%	a) Demonstration of the contribution of the project to the Programme's Bilateral Relations Fund expected outcomes and outputs? (100%)	100%*CC3a	
4. Approach and added value	20%	a) Measures proposed to involve stakeholders, ensuring visibility of the project? (50%) b) Complementarity with the projects identified in the National Ocean Strategy? (50%)	50%*CC4a 50%*CC4b	

Score*	Meaning
0	no contribution
1	very poor
2	Poor

3	Adequate
4	Good
5	very good

(5) Project Contract

In the sequence of the application approval following the open calls procedure, the PO and the Project Promoter will sign a contract in which the rights and duties of both parties will be defined.

c. Selection Committee

The Selection Committee shall recommend the applications to be selected under the Found for Bilateral Relations. There will be an internal assessment for selecting applications under the Calls for FBR. The application of selection criteria and the applications selection will be made by an internal Selection Committee formed up for the purpose. The Selection Committee shall prepare a note with proposals evaluation and submit to Programme Operator (Decision Body).

d. Management System Control

It will be used the same Management and Control System as for the Programme PT02.

e. Payments

Payment flows towards to final beneficiaries will take the form of **advance payments, interim payments and payments of the final balance.**

- **Advance payment:** Each promoter of the project, after the signing of the Term of Acceptance, may receive an advance payment to cover the period until the next interim payment, depending on the liquidity needs. The project promoter must provide an indicative estimate of expenditure to be carried out to prove the amount of the Fund requested. An advance payment is disbursed within 20 working days after the Term of Acceptance has been signed.
- **Interim Payment:** Promoters shall present interim payments by submitting expense documents already performed but not yet paid or by reimbursement supported in invoices and receipt, or other document of equivalent probative value.
- **Final Payment:** The sum of the advance and interim payments cannot exceed 95% of the total project grant at any time during project. The

payment of the final balance will be disbursed within 30 calendar days after the approval of the final report.

f. Monitoring and Reporting on Results on the Bilateral Relations

The activity promoter will report on the specific activity under this Work Plan for Bilateral Relations, to systematize and report the activities' physical and financial execution, detailing indicators progress and activity's contribution to the Bilateral expected outcomes and outputs, on a regular basis as defined in the project contract.

The report will contain:

- Progress on the physical and financial execution of the activity and justification for deviations;
- Indication of constraints to the execution of the activity and mitigation measures planned or taken;
- Project's contribution to the bilateral expected outcomes and outputs and justification for deviations;
- Publicity measures adopted.

In compliance with the Regulation on implementation of the EEA Financial Mechanism 2009-2014, the Programme Operator, as the entity responsible for the management of the FBR at Programme level, will ensure the administrative and on-the-spot verifications (when applicable) of the expenditures submitted by the beneficiaries on the payment claims.

The administrative and on-the-spot verifications (when applicable) and the audits to the projects/activities will be in accordance with the PT02's Management and Control System.

8. Bilateral Outcomes and Output Indicators

BR#	Outcome	Indicator	Indicator value		Source of verification
BR#1	Measure (a) - Search for partners for donor partnership projects	Number of projects with expected shared results (both partners are involved professionally in planning and implementation and can claim credit for achieved results).	Baseline	Target	Programme reports, on-the-spot verification Partnership Agreements
			0	12	
BR#2	Measure (b) - Networking, exchange, sharing and transfer of knowledge, technology, experience and best practices between Project Promoters and entities in the Donor State(s) Development of partnerships for strengthen	Number of professional networks between institutions in beneficiary and donor states established and operational	Baseline	Target	Programme reports, project reports, monitoring reports, on-the-spot verification (joint research on seabed mapping, including joint campaigns + joint research and innovation on marine and maritime public policies supporting MSFD implementation + developing joint research and innovation on maritime platforms, robotics, IT and Earth Observation in support to MSFD implementation)
			3	6	

	cooperation on Education & Training, and Research & Innovation	Number of European and international networks where project and programme partners participate together	Baseline	Target	Programme reports, project reports, monitoring reports, on-the-spot verification (IM Surveillance , Marine Monitoring, Earth Observation)
			1	3	
		Number of new policies as a result of bilateral cooperation, under the grants.	Baseline	Target	Programme reports, project reports, monitoring reports, on-the-spot verification (Education and Training)
			0	2	

Outcome	Outputs	Indicator	Indicator value		Source of verification
BR#1 Measure (a) - Search for partners for donor	BR1A Projects partnership agreements between Donor Countries and Portugal	Number of project partnership agreements	Baseline	Target	Programme reports, monitoring reports, on-the-spot checks Partnership agreements
			0	12	
	BR1B	Number of seminars executed	Baseline	Target	

partnership projects	Seminars for strengthen cooperation on Education, Training, Research and Innovation		0	3	Programme reports, monitoring reports, on-the-spot checks
BR#2 Measure (b) - Networking, exchange, sharing and transfer of knowledge, technology, experience and best practices between Project Promoters and entities in the Donor State(s)	BR2A Activities aimed to Networking, exchange, sharing and transfer of knowledge, technology, experience and best practices between Project Promoters and entities in the Donor State(s)	Number of actions/activities executed	Baseline	Target	Programme reports, project reports, monitoring reports, on-the-spot checks
			0	12	
	BR2B Actions for develop partnership on Education and Training	Number of actions/activities executed	Baseline	Target	Programme reports, monitoring reports, on-the-spot checks (Education and Training activities)
			0	2	
	BR2C Actions for develop partnership on Research & Innovation	Number of actions/activities executed	Baseline	Target	Programme reports, monitoring reports, on-the-spot checks (joint research on seabed mapping, including joint campaigns + joint research and
			0	3	

					innovation on marine and maritime public policies supporting MSFD implementation + developing joint research and innovation on maritime platforms, robotics, IT and Earth Observation in support to MSFD implementation)
	BR2D Actions of joint (bilateral) articles published, written by persons from both an institutions in a beneficiary and donor state, published in a national or international publications, originated from a project financed by the programme.	Number of actions/activities executed	Baseline 0	Target 5	Programme reports, project reports, monitoring reports, on-the-spot verification (IT, In-situ sensing, Earth Observation, Robotics, Platforms)

9. Timeline

Measures	2014 (quarters)				2015 (quarters)				2016 (quarters)			
	1	2	3	4	1	2	3	4	1	2	3	4
(a) Search for partners for donor partnership projects												
Call												
Seminars												
(b) Networking, exchange, sharing and transfer of knowledge, technology, experience and best practices between Project Promoters and entities in the Donor State(s)												
Call												
Complementary Actions												

10. Budget Headings

BUDGET HEADINGS	EEA FM (94,58%) (a)	National cofinancing (5,42%) (b) DGPM	Total eligible expenditure (c) = (a) + (b)		Non-eligible expenditure (d)	Total expenditure (e) = (c) + (d)
	€	€	€	% of total	€	€
Measure (a) - Search for partners for donor partnership projects (Call + Seminars)	165.191 €	9.466 €	174.657 €	100,00%		174.657 €
Measure (b) -Networking, exchange, sharing and transfer of knowledge, technology, experience and best practices between Project Promoters and entities in the Donor State(s) (Call + PD1/IMR)	156.057 €	8.943 €	165.000 €	100,00%		165.000 €
TOTAL - Bilateral	321.248 €	18.409 €	339.657 €	100,00%	0 €	339.657 €
Complementary Actions	135.750 €	7.779 €	143.529 €	100,00%		143.529 €
TOTAL - Complementary Actions	135.750 €	7.779 €	143.529 €	100,00%	0 €	143.529 €
TOTAL	456.998 €	26.188 €	483.186 €	100,00%	0 €	483.186 €