

FUND FOR BILATERAL RELATIONS  
**Call for proposals**

**ACF Programme in Slovenia**

ACF's overall objective is to strengthen civil society, promote active citizenship and empower vulnerable groups. In the period of 2014–2021 special emphasis of the ACF is put on long-term sustainable development and capacity building of NGO sector. Enabling that, ACF programme aims at strengthening the role of NGOs in promotion of democratic governance of the country, inclusion of public in decision-making processes on national and local level and strengthening human rights. An important priority of the programme is also strengthening cooperation between Slovenian civil society organisations and organisations from donor countries - Iceland, Liechtenstein and Norway.

**Aim of the Bilateral Fund**

Within ACF Programme in Slovenia the Fund for Bilateral Cooperation is established, which provides additional funding for networking, sharing experiences and best practice and knowledge transfer between Slovenian NGOs and organizations from the donor states (Norway, Iceland, and Liechtenstein).

The Bilateral Fund is one of the tools put in place to achieve the objective of strengthened bilateral relations between the donor and beneficiary countries and will contribute to strengthening the cooperation between the donor and the beneficiary states in the areas of mutual interest.

**Who can apply**

Organizations eligible for funding within the Bilateral Fund are project promoters from Slovenia, who implemented or are still **implementing projects under the ACF Programme in partnership with organizations from the donor countries at the moment of submission of the application for funding**. Also, organizations from the donor states who are acting as partners in supported projects under the ACF Programme are eligible for application.

**Eligible activities**

Eligible activities under the Fund for bilateral relations are those, which facilitate networking, exchange, sharing and transfer of knowledge, technology, experience and best practice between project promoters and entities in the Donor States. The activities must be related to the current project supported through the ACF programme and represent an up-grade of the existing activities.

All project promoters with donor state partners will be obliged to participate at the FMO survey on the outcomes of partnerships (improved knowledge, methods and/or approaches).

**Eligible expenditures**

- Staff costs
- Fees and costs for participation in conferences, seminars, courses, meetings and workshops,
- Travel costs for study trips, travel and external experts,
- Costs of conferences, seminars, courses, meetings and workshops,
- Costs for promotion and information activities,
- External consultancy fees,
- etc.

This is a non-comprehensive list of eligible costs. All costs that are eligible project costs (see *Navodila za izvajanje projektov*) are also eligible costs for this initiative.

#### **The amount of funds and duration of the call**

Within the Bilateral Fund in Slovenia, there are 30.000 € available, which will be granted to the interested project promoters under the simplified selection process. The funds will be available throughout the implementation period until the consumption. Co-financing rate is up to 100 % of eligible costs, and the maximum grant amount per initiative is 5.000 €.

Successful applicants will receive 90% of the grant amount as prefinancing and the remaining 10% upon approval of the final report for bilateral activities.

#### **Duration of the initiative**

The final date for the completion of the bilateral initiative is 31. 3. 2024. The final date of the eligibility of cost is 30. 4. 2024.

#### **Availability of funds**

The call for proposal is a »rolling call« which means that applications shall be submitted any time during the implementation period, but not later than 31 October 2023.

#### **How to apply**

Beneficiaries shall apply for additional funding by filling in the application form attached to this call, where they explain the need for additional funding, describe purpose of the funding and its contribution to the project objectives, duration of the activities and anticipated costs. Applications shall be sent to the e-mail address: [prijava@acfslovenia.si](mailto:prijava@acfslovenia.si)

#### **Evaluation criteria and selection procedure**

Fund Operator will review the applications and allocate additional funds for bilateral cooperation in accordance with the following criteria:

- Requested funds were not included into the basic financial plan for the project,
- The proposed activities are appropriate and relevant for the project,
- The expected outputs and results of the proposed activities constitute a quality upgrade project,
- Application demonstrates value for money.

Fund Operator reserves the right to request appropriate corrections from the applicant or request the applications in case that the application doesn't meet the above criteria.

The proposals will be reviewed and evaluated by the two members of the FO staff. The final recommendation for funding will be given by the Selection Committee.

Applicants will be notified on the selection of their project proposals via e-mail indicated in application form. The selection process will not take more than 1 month.

#### **Reporting on the use of funds for bilateral cooperation**

Project promoters or their partners from the donor states who will receive additional funding for bilateral cooperation will have to take into account the reporting requirements and submit a report on the activities and results. They will have to prove expenditure and attach relevant documents, in accordance with the reporting requirements valid for other project costs for ACF Program in Slovenia (e.g. salary slips, timesheets, travel order, invoices, confirmation of payments, ...). In the case of inaccuracies or poor grounds regarding the expenses, the FO has the right to demand explanation and reimbursement of funds. Exceptionally, with reference to expenditures incurred by project partners

whose primary location is in one of the donor states, the proof of expenditure may take a form of a report by an independent auditor, qualified to carry out statutory audits of accounting documents, certifying that the reported costs are incurred in accordance with the PIA, the relevant law and national accounting practices.

**INFORMATION CONCERNING THE PROCESSING OF PERSONAL DATA SUBMITTED BY PROJECT APPLICANTS TO THE ACTIVE CITIZENS FUND IN SLOVENIA**

Information concerning the processing of personal data and obligations of applicants that are inserted in the Call for proposals for medium and large projects and Call for proposal for small projects, are valid also for this call.

**FUND FOR BILATERAL RELATIONS**

**Application form**

Applicant:	
Title of the project funded under the ACF Slovenia Programme:	
The reason for applying for additional funding and the link to the project activities:	
Expected outputs and results of additional funding:	
Proposed activities:	
Duration:	
Estimated costs: (cost category and amount)	