



**PROGRAMME BG07
“PUBLIC HEALTH INITIATIVES”**



**CALL FOR PROPOSALS FOR ADDITIONAL ACTIVITIES NOT COVERED BY THE GRANT
CONTRACTS UNDER MEASURES 1, 2, 5 AND 6, AND BY THE PREDEFINED PROJECTS 1, 2, 3
AND 4 UNDER PROGRAMME BG07**

№ BG07.SUP.01

On the basis of Art. 6.9 of the Regulation on the implementation of the NFM and the Regulation on the implementation of the EEA Financial Mechanism, the Programme Operator hereby invites the project promoters with grant contracts in force financed under Programme BG07 „Public Health Initiatives“ to submit applications for implementation of additional activities (such that complement the approved activities under the grant contracts in force or new activities)

In case of inconsistency and differences between the English and the Bulgarian text of the call, the Bulgarian text shall prevail.



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The Annexes are available only in Bulgarian.



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1. General Information

On the Programme BG07 "Public Health Initiatives"

Bulgaria developed Programme BG 07 "Public Health Initiatives" in line with Programme areas 13 and 27.

The Programme objective is to increase the effect from funding in several priority areas that correspond best to the national priorities in the field of healthcare, which are based on international, European and national agreements and the legislation in Bulgaria. More particularly, the Programme aims at contributing to the achievement of the following specific results:

1. improved governance in the field of healthcare;
2. improved access to and quality of healthcare services, including reproductive health and child healthcare;
3. improved mental health services;
4. decreased inequalities between the consumer groups (with focus on Roma people).

2. Legal and Institutional Framework

2.1 Legal Framework

- Protocol 38b to the EEA Agreement on the EEA Financial Mechanism 2009 – 2014; (<http://www.bg07eeagrants.bg/bg/документи.html>);
- The Agreement between the Kingdom of Norway and the European Union on the Norwegian Financial Mechanism 2009 – 2014, hereinafter referred to as the “Agreement” (<http://eeagrants.org/Results-data/Results-overview/Documents/Legal-documents/Agreements-on-the-EEA-and-Norway-Grants>);
- The Regulation on the implementation of the EEA Financial Mechanism 2009 – 2014 and the Regulation on the implementation of the Norwegian Financial Mechanism 2009–2014 hereinafter referred to as the “Regulation or Regulations” depending on the specific context (<http://www.eeagrants.bg/en/2009-2014/calls-for-proposals/>);
- The Memorandum of Understanding on the implementation of the EEA Financial Mechanism 2009 – 2014 between the Republic of Bulgaria and the Iceland, the Principality of Liechtenstein and the Kingdom of Norway and the Memorandum of Understanding on the implementation of the Norwegian Financial Mechanism 2009 – 2014 between the Republic of Bulgaria and the Kingdom of Norway, hereinafter referred to as the “Memorandum or



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Memoranda” depending on the context; (<http://www.eeagrants.bg/en/2009-2014/calls-for-proposals/>); “

- The Programme Agreement between the FMC and the NFP of the Republic of Bulgaria and the Programme Agreement between NMFA and the NFP of the Republic of Bulgaria for the financing of Programme BG 07: Public Health Initiatives (PA13 & PA27) with Annexes: Annex I – Programme Decision and Annex II – Operational Rules (<http://www.bg07eeagrants.bg/bg/документи.html>);
- Agreement for implementation of the Programme BG07 "Public Health Initiatives" between the NFP and the PO; (<http://www.bg07eeagrants.bg/bg/документи.html>);
- Guidelines for strengthened bilateral relations;(<http://eeagrants.org/Results-data/Results-overview/Documents/Legal-documents/Guidelines-mandates-and-strategy>) ;
- Communication and Design Manual (<http://eeagrants.org/Media/Files/Toolbox/Communication-manual>);
- Guidance on Developing the Communication Plan; (<http://eeagrants.org/Media/Files/Toolbox/Guidance-note-for-Programme-Operators>).

2. Institutional framework

2.2.1 Institutional framework at Donor States level

Financial Mechanism Committee (FMC)

FMC is the body taking decisions regarding the contribution of the EEA. FMC was set up by the Standing Committee of the states of the European Free Trade Association (EFTA) and consists of representatives of the ministries of interior of the Kingdom of Norway, Iceland and the Principality of Liechtenstein. If necessary, the Committee approves additional guidelines on the management and implementation of the programme.

Norwegian Ministry of Foreign Affairs is the body who governs and takes decisions regarding NFM.

Financial Mechanism Office (FMO)

The FMO is the body supporting the FMC and the Norwegian Ministry of Foreign Affairs in the management of the EEA Financial Mechanism and the NFM 2009-2014. FMO, which is part of EFTA in administrative terms, is responsible for the daily activities related to the implementation of the FM of EEA and NFM 2009-2014 on behalf of FMC/ NMFA and functions as a contact point.

2.2.2 Institutional framework at national level

National Focal Point

Central Coordination Unit Directorate within the Administration of the Council of Ministers acts as the National Focal Point (NFP) under the EEA FM and NFM 2009-2014. The Director of the Monitoring of



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EU Funds Directorate performs the functions of Head of the National Focal Point. NFP has the overall responsibility for reaching the objectives of the EEA FM and NFM as well as for the implementation of the mechanisms in the Republic of Bulgaria. The role and functions of the NFP are stipulated in Article 4.3 of the Regulations and point 2.2.1 of the Management and Control Systems for implementation of the EEA FM and NFM 2009 – 2014 for Bulgaria.

Certifying Authority (CA)

National Fund Directorate, an administrative unit of the Ministry of Finance of the Republic of Bulgaria, functions as CA of the EEA FM and NFM 2009-2014 under Annex A of the Memorandum of Understanding. The role and responsibilities of the CA are stipulated in Article 4.5 of the Regulations and point 2.2.2 of the Management and Control Systems for implementation of the EEA FM and NFM 2009-2014 for Bulgaria.

Audit authority

The Executive Agency "Audit of European Union Funds" (EA AEUF) to the Minister of Finance of the Republic of Bulgaria acts as the Audit authority of the EEA FM and NFM 2009-2014. The main functions and responsibilities of the Audit authority are stipulated in Article 4.6 of the Regulations and point 2.2.3 of the Management and Control Systems for implementation of the EEA FM and NFM 2009-2014 for Bulgaria.

Monitoring Committee (MC)

NFP established a MC of the FM of EEA and NFM 2009-2014. The committee is chaired by the head of the NFP and is comprised of representatives of the institutions involved in the programme management at national level (NFP, CA, Audit authority), PO, civil society, social partners and regional authorities. Representatives of the FMC should be invited to participate in the MC as observers. The MC reviews the progress of the programmes in order to ensure their effective and quality implementation.

Programme Operator

Programme Operator under the Programme is the Ministry of Health in accordance with Decision № 151/23.02.2012 of the Council of Ministers of the Republic of Bulgaria, amended by Decision № 545/23.07.2015.

The Supporting Unit under the Programme is Good Governance Directorate within the Administration of the Council of Ministers in accordance with Decision № 151/23.02.2012 of the Council of Ministers of the Republic of Bulgaria, amended by Decision № 545/23.07.2015.

The Interinstitutional Agreement signed on 28.08.2012 between the Ministry of Health and the Administration of the Council of Ministers defines the obligations of the Programme Operator and the Supporting Unit in the management and implementation of the Programme BG 07.



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3. Eligibility criteria

(the applicants must meet all criteria):

- The applicant has a grant contract in force under Measure 1 “Improvement of the mental health care system for the Bulgarian citizens”; Measure 2 „ Improved access to quality sexual and reproductive health services for adolescents (10-19 years of age), with a specific focus on vulnerable groups, in particular Roma and people living in remote areas”; Measure 5 „Improved quality and access to care for children with mental, genetic and onco-haematologic diseases (with emphasis on children suffering from cerebral palsy, cardio-vascular diseases, autism, young people with nutritional disorders) and somatic impairment caused by infectious diseases (such as poliomyelitis, bacterial meningitis, morbili, TB, HIV/AIDS, etc.)”; Measure 6 “Delivery of health services through a homecare approach to pregnant women and children up to 3 years old for groups at risk with a focus on Roma” or under one of four pre-defined projects of the Programme BG07 “Public Health Initiatives”;
- The proposed additional activities increase the effect of implementation of the objectives of the project under the grant agreement under the Programme BG07 and the relation between the project and the additional activities is justified;
- The proposed additional activities contribute to increasing of at least one indicator at Programme level (Annex 6);
- The proposed additional activities do not overlap with activities that have been already funded under the same or other project of the Programme BG07, and have not been funded by other financial source;
- In cases where new partners will participate in the implementation of the additional activities, they can be involved only in the implementation of the additional activities. If the proposed activities involve a new partner, the partner must meet the criteria for partners set out in the initial call for project proposals;
- The applicant has presented a clear justification how the proposed activities will correspond to the timetable of the project and will be implemented within the remaining period for the eligibility of the expenses (but not later than 30 April 2017), in terms of overall vision, timetable, public procurements, methodic coherence or other specifics, in accordance with the project context;
- The budget for additional activities is presented in Euro in accordance with Annex 2.1. The values and the unit prices are rounded to the second decimal place.
- The applicant has to present also an updated budget to the grant agreement in force in accordance Annex 2.2, in which the respective budget headings and budget lines are changed or complemented with new budget lines in accordance with the envisaged in the budget for the additional activities (Annex 2.1).
- The costs for additional activities are justified so that to be economical and effective (for example, they are supported with offers or other documents proving the method of calculation).

A priority will be given to activities aimed at child health, including vulnerable groups.



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4 Grant amount

- The grant amount for the additional activities that will be supported under this call covers the total eligible costs for the project implementation, as follows:
 - For medical establishments and municipalities that are project promoters under Programme BG 07 - the grant may cover up to 100 % of the total eligible project costs;
 - For non-government organizations - the grant may cover up to 90 % of the total eligible project costs.
- In case where the project promoter and/or the partners participate in the project with their own financial contribution, it must be included in the project budget.
- The minimum amount of the grant for additional activities that will be supported under this call is **15 000 EUR** and the maximum amount should not exceed **150 000 EUR**.

5 Exclusion criteria

No funding will be allocated, if:

- The proposed activities cannot be implemented by 30 April 2017;
- The proposed activities contain procurements with high risk of appeals and non-implementation within the period of the eligibility of the costs by 30 April 2017;
- The proposed activities are subject to public consultations required by law that will create serious risks to the timely completion of the project by 30 April 2017;
- Proposed activities create a risk to the implementation of the project under the grant contract in force.

Important!

In accordance with Art. 2, Paragraph 2 of the Commission Regulation (EU) No 360/2012 OJ, L 114 of 26 April 2012 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to *de minimis* aid granted to undertakings providing services of general economic interest, the total amount of *de minimis* aid, granted by each Member State to any one undertaking over any period of three fiscal years shall not exceed EUR 500 000 (BGN 977 915 as per the official exchange rate of the Bulgarian National Bank).



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6 Deadlines and submission procedure

The deadline for submission of the applications for additional activities is **10 October 2016, 5 pm.**

The application shall consist of:

- a letter to the Head of the Programme Operator;
- one signed original of the proposal and the supporting documents to it as per Annex 1;
- electronic copies of the proposal and the supporting documents to it – scanned and in Word format;
- (where applicable) letters from all partners stating the agreement with the proposed activities and commitment to sign an annex to the partnership agreement for the approved additional activities – originals or true copies certified by the project promoter;
- in the case where the additional activities will be implemented with a participation of new partners, the latter shall submit the supporting documents required at the stage of applying in accordance with the Guidelines for applicants under the initial call (see <http://www.bg07eeagrants.bg/en/tender-procedures/open-calls.html>).
- (where applicable) all required declarations that have been included in the initial call for project proposals under which the grant contract was signed, for each proposed new partner – originals or true copies certified by the project promoter;
- budget for additional activities (Annex 2.1);
- updated budget to the grant agreement in force (Annex 2.2);
- timetable for the implementation of the activities (Annex 3);
- schedule of public procurement procedures, where applicable (Annex 4);
- (where applicable) working/technical design under the Spatial Planning Act and Ordinance No 4 on the scope and content of investment projects accompanied by detailed bill of quantities by types of construction and assembly works - a true copy. In the cases where the assembly and construction works do not require such design in accordance with the the Spatial Planning Act, the following documents are required: an architectural plan of the building - object of intervention and the respective premises that will be repaired/reconstructed/renovated, explanatory note and a detailed bill of quantities by types of construction and assembly works.
- *De minimis* aid declaration in accordance with Regulation 360/2012 (if applicable) by the applicant, according to Annex 5;

In view of the need to introduce all *de minimis* aid under Regulation 1407/2013 and aid under Regulation 360/2012 granted in "Register of minimum state aid" information system the grant beneficiaries and his partner/s shall severally declare the distribution of the overall received *de minimis* aid between them under Regulation No 1407/2013 and Regulation 360/2012 OJ, L 114 of 26 April 2012.

Important!

The applications for additional activities with the relevant annexes shall be submitted in one original, as well in an electronic copy. The electronic version of the documents shall be identical to the paper version.



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The applications shall be submitted in a sealed and intact envelope/box, received in the form of letter/parcel by registered or express mail, courier, delivered by hand or via post to the following address:

Ministry of Health
Sofia 1000, 5 Sveta Nedelya Sq.
Attn: Dr. Adam Persenski
Deputy Minister and Head of the Program Operator of
the Programme BG 07 Public Health Initiatives

The envelope with the proposal shall bear the text “**DO NOT OPEN**”.
The full name and address of the project promoter must be indicated on the envelope.

In case where the application is sent by mail, the date of the postmark must be no later than the indicated deadline for submission.

Each project promoter should submit only one application.

7 Approval procedure and granting of funds from savings

- The project promoter submits the proposal for additional activities in accordance with Annex 1 which shall contain as annexes all relevant documents as per this call for additional funding. Questions concerning the proposals and the procedure can be addressed to the following email: bg07@mh.government.bg or by phone 02/9301255.
- The activities shall be ranked on the basis of the following criteria and the sum of points under all criteria shall be applied to form the rating for each final result:

TECHNICAL AND QUALITY EVALUATION CRITERIA	Maximum evaluation
1. RELEVANCE OF THE PROPOSAL FOR ADDITIONAL ACTIVITIES	35
The proposed activities are relevant to the objectives of the programme and the project	15
There is clear justification about the necessity of the proposed activities. The project activities meet the needs of the target groups.	15
The proposed activities are aimed at child health, including vulnerable groups.	5



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TECHNICAL AND QUALITY EVALUATION CRITERIA	Maximum evaluation
2. EFFECTIVENESS AND FEASIBILITY OF THE ACTIVITIES	30
The proposed activities are appropriate, practical, and consistent with the objectives of the programme and the project.	10
The proposed timetable for the implementation of the activities is clear and feasible.	10
The proposal contains objectively measurable indicators for the outcomes and outputs of the activities.	10
3. SUSTAINABILITY OF THE ACTIVITIES	20
Is it expected that the proposed activities will have a direct effect on the target groups?	5
Are the proposed activities likely to have multiplier effect?	5
Are the expected results of the proposed activities sustainable ? <ul style="list-style-type: none"> - <u>Financially</u> (<i>how will the activities be financed after the funding ends?</i>) - <u>Institutionally</u> (<i>will structures allowing the activity to continue be in place at the end of the project? Will there be local “ownership” of the results of the activities?</i>) - <u>At policy level</u> (where applicable) (<i>what will be the structural impact of the proposed activities — e.g. will it lead to improved legislation, codes of conduct, methods, etc.?</i>)? - <u>Environmentally</u> (where applicable) (<i>will the activities have a negative/positive environmental impact?</i>) 	10
4. BUDGET AND COST-EFFECTIVENESS OF THE ACTIVITY	15
Are the activities appropriately reflected in the budget?	5
Is the ratio between the estimated costs and the expected results satisfactory?	5



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TECHNICAL AND QUALITY EVALUATION CRITERIA	Maximum evaluation
Are the planned costs eligible and financially justified (based on real market prices, are they realistic)	5
MAXIMUM TOTAL NUMBER OF POINTS:	100

In case of equal maximum number of points received by two applicants, the applicant whose proposal has received more points under the highest weight criterion, will be funded. If both proposals receive equal rating and the same number of points under the highest weight criterion, the proposal with higher values of the planned indicators will be funded.

- The Programme Operator shall issue a decision on the proposals for additional activities of the eligible project promoters under Programme BG 07 approved for financing. PO reserves the right to reject parts of or the entire proposal which do not meet the eligibility criteria.
- If applicable, the project promoters will submit signed annexed Partnership agreement for the approved additional activities and signed Partnership agreement with all new partners.
- The annexes to the project contracts with included approved additional activities and amounts for their implementation will be signed after issuing a decision of the Head of the Programme Operator on the proposals approved for financing.
- In case of available savings under Programme BG07, the proposals for additional activities that are approved for financing and are included in the list with reserve proposals in the order of their ranking, will be funded.
- The expenses for financing of additional activities will be eligible as of the date of the annex signing and the final date for eligibility of the expenses is 30 April 2017.