

## EEA Financial Mechanism 2014-2021

### *Environment, Climate Change and Low Carbon*

### *Economy Programme*

### *Portugal*

### *PA11 Environment and Ecosystems*

### Fund for Bilateral Relations

## Call for Travel Support

### 1. Background information

The Programme ‘Environment, Climate Change and Low Carbon Economy’, Portugal, aims to ensure good environmental status in Portugal’s ecosystems and to reduce the adverse effects of pollution and other human activities. Moreover, the programme seeks to address climate change mitigation and adaptation moving towards a low-carbon economy. The programme will contribute towards the overall objectives of the EEA Grants on reducing economic and social disparities in Europe and strengthening bilateral relations and cooperation with Donor States, based on business development and innovation. The ‘Environment, Climate Change and Low Carbon Economy’ programme (‘Environment Programme, Portugal’) aims to stimulate long-term cooperation between the Donor States (Iceland, Liechtenstein and Norway) and Portugal, encouraging bilateral project partnerships. Through this call, dedicated to support the participation on a matchmaking event on the application of circular economy principles, to be held on 28<sup>th</sup> February 2019, in Lisbon<sup>1</sup>. The ‘Environment, Climate Change and Low Carbon Economy’ programme is encouraging bilateral project partnerships with special focus on three key areas:

- Deposit-refund system for beverage plastic bottles,
- Prevention of marine plastic littering,
- Increase resource efficiency in the construction sector.

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<sup>1</sup> On the launching of the ‘Environment, Climate Change and Low Carbon Economy’ Programme.

**1. Deposit-refund system for beverage plastic bottles (and cans)** targets initiatives for development of products/processes/services related to projects for:

- Solutions for depositing plastic bottles (and cans);
- Solutions for re-use of plastic bottles;
- Solutions for producers to utilise recycled plastic bottles (and cans);
- Solutions for treatment and recycling of plastic bottles (and cans).

**2. Prevention of marine plastic littering** targets initiatives for:

- Reduction of single use plastic from the fast food sector, hotels, supermarkets;
- Reduction the use of for recycling/reuse of non-beverage plastic bottles, plastic packaging in production and retailing;
- Solutions to increase recycling in diversified waste collection points;
- Collection facilities for fishing equipment retrieved as marine litter;
- Supporting the development and use of biodegradable fishing nets.

**3. Increase resource efficiency in the construction sector** targets initiatives for development of innovative solutions and increase application of known solutions related to:

- The reuse and recycling of construction materials;
- The reduction the material, energy and water consumption in the construction sector;
- The reduction the waste generation in the construction sector.

The Programme 'Environment, Climate Change and Low Carbon Economy', Portugal, is a part of the European Economic Area Financial Mechanism (EEA FM 2014-2021).

## 2. Objective of the Travel Support facility

The **objective** of the Travel Support is to facilitate establishment of bilateral partnerships between the Donor States (Iceland, Liechtenstein and Norway) and Portugal through the participation on the upcoming matchmaking event on Circular Economy under the Programme.

The allocated budget for this call is **EUR 20.000**.

### 3. Modalities of the Travel Support

The support from the Fund for Bilateral Relations is a travel grant awarded as a lump sum (meaning one standard rate). The following is available for applicants:

- A lump sum Travel Support per entity of EUR 600 for Iceland, Liechtenstein and Norway (maximum).
- A lump sum Travel Support per entity of EUR 250 for participants traveling from the Autonomous Regions of Azores and Madeira Portugal (maximum).
- For the mainland of Portugal, the travel support according to the proof of travel provided at EUR 100 (maximum).
- Consecutively assessment/award of grant (until depletion of the budget).
- The Travel Support is awarded as *de minimis aid* under "COMMISSION REGULATION (EU) No 1407/2013 of 18 December 2013 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to *de minimis aid*" as published in the Official Journal L 352, 24.12.2013, pages 1-8.

### 4. Procedure for submission of applications

All applications shall be submitted in English. Innovation Norway will apply a simplified application procedure. The instructions presented at the below indicated web link should be followed.

- The Application Form for entities from Norway, Iceland and Liechtenstein can be downloaded at the following web link: <https://www.innovasjon Norge.no/en/start-page/eea-norway-grants/events/matchmaking-on-circular-economy-in-portugal/>. The Application for travel support should be filled in and sent via email to Magnar Ødelien, Innovation Norway ([maode@innovasjon Norge.no](mailto:maode@innovasjon Norge.no)). And <http://workflow.sg.mamb.gov.pt/programa-ambiente-eea-grants.aspx> for Secretary General (Portuguese Entities). Any annex should be sent to the following email address: [ambiente.eeagrants@sg.mate.gov.pt](mailto:ambiente.eeagrants@sg.mate.gov.pt).
- All sections of the online application must be filled in with clear details as follows:
  - ✓ Entity name, contact person, telephone, e-mail and website;
  - ✓ The entity registration number;

- ✓ Main line of business / economic sector;
  - ✓ Main purpose of the travel and meetings: description of the project idea/concept to be pursued;
  - ✓ The expected outcome of the participation at the event.
- A written approval must be obtained from Innovation Norway before traveling. Confirmation in writing will be sent to each applicant from the official Programme e-mail address [maode@innovasjonnorge.no](mailto:maode@innovasjonnorge.no) for Innovation Norway (Icelandic, Liechtenstein and Norwegian Entities) and [ambiente.eeagrants@sg.mate.gov.pt](mailto:ambiente.eeagrants@sg.mate.gov.pt) for Secretary General (Portuguese Entities).

## 5. Deadline for submission of applications

Applications for travel support will be handled on a consecutive basis and shall be submitted to Innovation Norway (Icelandic, Liechtenstein and Norwegian Entities) / Secretary General (Portuguese Entities) in at any time, but not later than:

- **18 February 2019** – for the *Deposit-refund system for beverage plastic bottles (and cans)* component.
- **18 February 2019** – for the *Prevention of marine plastic littering* component
- **18 February 2019** – for the *Increase resource efficiency in the construction sector* component.

## 6. Eligible applicants

Entities from Portugal, Iceland, Liechtenstein and Norway can apply for funding. The applicants must be constituted as legal entities in Iceland, Liechtenstein and Norway or in Portugal.

The following entities are eligible for financial support under this Call for Travel Support:

- Private or public entities legally established in Iceland, Liechtenstein and Norway or in Portugal (e.g. SMEs, Startups, NGOs, Research Institutions and Universities).

## 7. Eligible activities and expenditures

- Travel costs in connection to/or associated with the search for partners for donor partnership projects and the development of such partnerships;
- The applicant has to demonstrate that has an eligible project idea, and that will be involved either as a promoter or as a partner performing substantial tasks in the project. The travel has to be performed by the entity awarded the grant;
- Travel Support is awarded per entity.

## 8. Disbursement of funds and reporting

- Grant assistance shall be given as reimbursement of already incurred documented costs. The applicant shall cover the expenditures from own funds and ask for reimbursement from Innovation Norway (Icelandic, Liechtenstein and Norwegian Entities) and Secretary General (Portuguese Entities) after the travel.
- The reimbursement request will be composed of the following documents: **(a) Travel Report, (b) Financial Identification Form** (the templates for these two documents are available at <https://www.innovasjon Norge.no/en/start-page/eea-norway-grants/events/matchmaking-on-circular-economy-in-portugal/> for Innovation Norway (Icelandic, Liechtenstein and Norwegian Entities) and <https://www.eeagrants.gov.pt/en/programmes/environment/> for Secretary General (Portuguese Entities). **(c) Proof of travel (e.g. copy of boarding passes) and the confirmation of the participation at the event.**
- The documents mentioned at items (a)-(c) should be sent stamped, signed and scanned at the email address - [maode@innovasjon Norge.no](mailto:maode@innovasjon Norge.no) for Innovation Norway (Icelandic, Liechtenstein and Norwegian Entities) and [ambiente.eeagrants@sg.mate.gov.pt](mailto:ambiente.eeagrants@sg.mate.gov.pt) for Secretary General (Portuguese Entities) within maximum one month after the travel took place.
- The costs are reimbursed to the entity that has incurred the expenses and not to a physical person.

## 9. Selection criteria

- Applications for Travel Support are assessed and awarded by Innovation Norway (Icelandic, Liechtenstein and Norwegian entities) and Secretary General (Portuguese Entities) on a consecutively basis (until the depletion of the available budget);
- In order to be awarded Travel Support the following criteria must be fulfilled:
  - ✓ All sections in the online application are filled in correctly;
  - ✓ The planned activities are within the objective of this Travel Support;
  - ✓ Applicant and partner(s) are eligible;
  - ✓ The purpose of the travel and the meeting must be within one of the three focus areas of this Call;
  - ✓ The company/entity should be in a sound financial situation;
  - ✓ All Portuguese competing companies which have previously received financial support subject to application of the Commission Regulation (EU) N.º 1407/2013 of 18 December 2013 should be registered in the central registration with the Portuguese Cohesion Agency database; Norwegian competing companies must fulfill *De Minimis* Declaration.