

Culture Programme

Local development through Safeguarding and Revitalization of Coastal Cultural Heritage

Fund for Bilateral Relations Travel Grants

EEA Financial Mechanism 2014 – 2021

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1 | The Portuguese Culture Programme

Through the Financial Mechanism of the European Economic Area 2014-2021, Iceland, Liechtenstein and Norway, as Donor States, fund initiatives and projects in 15 Member States of the European Union, with a view to reduce economic and social disparities and strengthen bilateral relations with the beneficiary states.

The Directorate-General for Cultural Heritage (DGPC) was designated Programme Operator (PO) of the Culture Programme, in accordance with the Memorandum of Understanding, signed in Lisbon on May 22, 2017 and reviewed on May 14, 2018. The programme designates a funding of 10 588.235 M€, (9 M€ from EEA Grants + 1 588.235 M€ from DGPC).

The Culture Programme aims the strengthening of cultural cooperation in Portugal, in particular to support projects that promote social and economic development through cultural cooperation, entrepreneurship and cultural and heritage management.

To accomplish this objective, the programme focuses on two main areas: Cultural Heritage and Arts.

In the area of **Cultural Heritage**, through an open call, the programme will support the safeguarding and rehabilitation of degraded coastal cultural heritage and its revitalization (tangible and intangible heritage), for the local communities, with the intention to promote community spaces, cultural venues and memory centers, traditional crafts' centers and local businesses, creative cultural clusters, among others to reinforce feelings of belonging, culture appropriation, knowledge and identity.

The Programme will support projects in Portugal mainland and in the Autonomous Regions of the Azores and Madeira. Partnerships with entities from the Donors states are encouraged, and activities in the Donor States can also be included as part of the projects.

One of the two main goals of the EEA Grants is to increase cooperation and relations between the beneficiary and donor countries. Partnerships between entities from the beneficiary countries and their counterparts in Iceland, Liechtenstein and Norway are therefore a fundamental part of the Grants.

Programme Operator (PO): Directorate-General for Cultural Heritage (DGPC) has the responsibility for preparing and implementing the Culture Programme in close cooperation with the Donor Programme Partner. Also provides information to the public on the existence, the objectives, the implementation and achievements of the programme.

Donor Programme Partner (DPP): The Norwegian Directorate for Cultural Heritage (RA) will bring their expertise on cultural heritage management, with a focus on the rehabilitation and promotion of coastal heritage. This will be achieved by working together in the cooperation committee and in the advising process on both the programme preparation and the programme implementation. The DPP will also

facilitate networking, exchange, sharing and transfer of knowledge, technology, experience and good practices between Portugal and Norway, and act as an observer in the selection committee.

2 | Objective of the call

The present call for bilateral initiatives aims to support the establishment or reinforcement of international partnerships between Portugal and the Donor States (Iceland, Liechtenstein and Norway) through preparation of a project application for Call 1 – *Local development through safeguarding and revitalization of coastal cultural heritage*.

The current Call does not fund specific projects, but will support exchange activities and meetings between potential project promoters of Portuguese nationality and potential partners from donor countries with the purpose of preparing projects and project applications.

The aim of the bilateral initiative is to develop a future project which can be implemented together with the partner.

3 | Funding and Grant Value

The amount available under this Call is **19 000 €**.

The support for bilateral initiatives to be granted within the scope of this call is intended to be an encouragement for organizing meetings between Portuguese and Donor State entities. The grant will be allocated as a single payment per entity (lump sum), in the form of a reimbursement. The reimbursement will have the following amounts:

- 850 € for travels from Portugal to Norway or Liechtenstein;
- 1000 € for travels from Portugal to Iceland;
- 850 € for travels from Norway or Liechtenstein to Portugal;
- 1000 € for travels from Iceland to Portugal.

If travelling from or to the Autonomous Regions (Azores and Madeira) a supplement - of 200 € will be added to the amounts mentioned above.

Requests for reimbursements must be accompanied by the documentation mentioned on point 10. of this call.

To the participation on the bilateral initiative financed under this call, the grant is awarded per entity, and only one person per entity can receive funding. In the case of entities cooperating under the same project, the application must be made individually, i.e. by entity.

The person that travels must present a declaration from the employer showing that they represent the applicant entity. In case of a singular person this is not applicable.

The eligible travel expenses under this call shall have effect from 5th September 2019, publication date of Call 1, provided that it is demonstrated that the purpose of the trip and the bilateral initiatives were undertaken to establish and / or strengthen partnerships for submitting applications to Call 1, and provided that the trip needed to have taken place prior to the release of this call.

4 | Procedure for submission of applications

All applications shall be submitted in English.

The application will include:

- Application form, filled in with clear details
- Presentation of certificate of company status issued by Trade Registry for private, commercial or non-commercial and non-governmental organizations; document proving the legal constitution of the public entity; identification card for natural persons (Annex 1);
- Declaration of the employer proving that the participant works for the applicant entity, signed and stamped by the legal representative, if applicable (Annex 2);
- Partnership expression of interest, filled in by the potential partner, signed and stamped, if applicable (Annex 3);
- Presentation of the non-debit statements to the updated Tax and Social Security Authority (only applicable to Portuguese entities, or entities from Donor State countries if they develop economic activities in Portugal) (Annex 4).

The documents for the submission of applications are available at <https://www.eeagrants.gov.pt/pt/programas/cultura/> and should be submitted through the email: eeagrantsculture@dgpc.pt

5 | Eligible applicants

The eligible applicants are legal entities established in Portugal and in the Donor States of the European Economic Area Financial Mechanism, namely:

- Any entity, public or private, commercial or non-commercial, non-governmental organizations and natural persons established as a legal person in Portugal in Iceland, Liechtenstein or Norway.

6 | Eligible project activities

The grant is intended to support the development of partnerships and the preparation of an application for a potential project to be submitted to Call 1.

The following activities are eligible for support:

- a) Activities to develop partnerships between Portuguese and Donor States entities through meetings, working together, sharing knowledge/ interests/ experiences in the coastal cultural Heritage area, that will be submitted under the Call 1;

The activities can be implemented only in Portugal, Iceland, Liechtenstein or Norway.

The applicant has to demonstrate an eligible project idea as Promoter entity, namely objectives and goals to achieve, while as a partner entity must demonstrate the contributions to the partnership and activities involved within the project.

The travel has to be performed by the applicant / entity awarded the grant.

7 | Deadline for submission of applications

Applications for travel support will be handled on a consecutive basis until the end of the full allocation of funds available under this call.

The deadline for submitting the applications is until 6th March 2020, at 5.30 p.m. (GTM)

The travels must be done until fifteen days before the Open Call 1 closing.

8 | Eligibility requirements

The travel support is defined according to the following requirements:

- All sections of the application are filled in correctly, and presentation of the annexes;
- Applicant and partner(s) are eligible;
- Presentation of activities plan;
- Demonstration of an eligible project idea or the contributions for the partnership are within the objectives of this call;
- The purpose of the travel and the meetings must be within the objective of this Call.

The applications will be evaluated on a first-come, first-served basis.

9 | Selection and decision-making process

The applications will be evaluated on a first-come, first-served basis.

The evaluation of the applications will be carried out on an ongoing basis within the limits of the budget available under this call.

Applicants are notified of the decision on the application for support within 10 working days after the submission, in a written form via email - eeagrantsculture@dgpc.pt

In order to verify the application eligibility, the Programme Operator reserves the right to request additional documentation, which will be made to the email address provided on the application form, suspending the deadline for application verification.

The required clarifications must be received in writing, to the email above mentioned, within 5 working days from the request. Failing in providing the requested information within the deadline may result in the rejection of the application.

All applicants will be informed in writing of the final decision made by the Programme Operator and may, if they consider that they have been adversely affected by that decision, file a complaint under the Portuguese Code of Administrative Procedure.

10 | Payment of financial support and report conditions

The financial support is awarded to applications that meet all aforementioned eligibility requirements, in accordance with EEA Grants 2014-2021 Regulation, and other applicable legislation, up to the limit budget available in this call.

The grant will be awarded as a lump sum. The applicant must cover the expenses and request the reimbursement to the Programme Operator, after the trip.

Within maximum 30 days after the return from the bilateral initiative, applicants must submit the following documents:

1. Request for the travel support (www.eeagrants.gov.pt/pt/programas/cultura/);
2. Documents proving the under taken activities, specifically:
 - a. Travel Report that should include a brief description of the activities developed and foreseen in the activity plan, obtained results and future prospects of the projects;
 - b. Photographs or videos recorded;
 - c. Declaration of presence issued by the entity responsible for the activity.

The documents mentioned in paragraph 1, and paragraph 2 (a) must be stamped (if applicable), signed and scanned to be sent to DGPC, responsible for evaluating, to the email eeagrantsculture@dgpc.pt.

The reimbursement will be processed until 45 days after all the provided documents delivered and approved.

11 | Additional Information

Requests for clarification should be sent to: eeagrantsculture@dGPC.pt or by Telephone number +351 213 614 200

More information available at: www.eeagrants.gov.pt/en/programmes/culture/

The Norwegian Directorate for Cultural Heritage - RA (www.ra.no/EOS-midlene), the Icelandic Centre for Research - RANNÍS (<https://en.rannis.is/funding/education/eea--norway-grants/nr/2626>) and Arno Oehri from Liechtenstein can assist in partner search in their respective countries.

Contacts:

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Liechtenstein	arnoehri@eeagrants.li
