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DIRECTORATE GENERAL FOR MARITIME POLICY

Blue Growth Programme

**Small Grants Scheme #3 – Support for Education
Initiatives - Ocean Literacy**

Call for Proposals



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Reference Information

BLUE GROWTH

BLUE GROWTH objective – Increased value creation and sustainable growth

BLUE GROWTH expected outcome #4 – Education, training and cooperation in marine and maritime issues enhanced

Small Grants Scheme #3 – Support for Education Initiatives - Ocean Literacy

Description – Finance initiatives for ocean literacy component, including awareness of marine litter thematic and nautical sports not included in curriculum.

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1. FRAMEWORK

1.1 AREA OF INTERVENTION

The Blue Growth Innovation and SMEs Programme's **main objective** is to increase value creation and sustainable growth in the Portuguese blue economy. In addition, the intention is to increase research and promote education and training in marine and maritime areas. The Programme will contribute to the overall objective of reducing economic and social disparities and strengthened bilateral relation through funding of different projects.

The **main objective** of this small grant scheme Call is to finance ocean literacy including awareness of marine litter thematic and nautical sports not included in curriculum.

It will be open to wider society through the promotion of awareness raising campaigns/activities for ocean main problematics:

- 1) Within or in partnership with elementary and/or secondary schools. It will also support nautical skills improvement, within the academic context and not included in the curriculum, which are important for a new generation dedicated to ocean issues.
- 2) Other society contexts, to promote awareness for marine and maritime issues

Improving ocean literacy campaigns/activities that strengthens people's connection with the ocean is an urgent need that can boost the possibility to raise awareness and foster empowerment. Well-defined strategies, participatory practices and joint initiatives, can provide individuals with relevant motivation to change behaviors towards the ocean. This is the essence of ocean literacy: an understanding of the ocean's influence on us and our influence on the ocean. Ocean literacy should be understood as the development of a civic relationship with the ocean.

To encourage students to take an active role in searching for solutions to problems related to the ocean it is important to promote an inclusive perspective of ocean literacy in education. This is successfully done by interacting with institutions with an active role in marine education, and marine/maritime stakeholders.



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1.2 OBJECTIVES AND OUTCOMES OF THE PROJECTS:

The projects supported by this call will contribute to increase ocean literacy levels in schools and for the society at large. The projects will contribute to the Programme's result on Education, Training and cooperation in marine and maritime issues enhanced (Outcome 4) and has as target 350 persons with improved ocean literacy skills. This target will be achieved through awareness-raising activities on ocean literacy (Programme Output 4.3) by supporting 13 ocean literacy awareness raising campaigns to be carried out and also by the provision of Nautical sports activities to young people (Programme Output 4.4) by supporting 175 students to be included in nautical sports activities.

Also, projects involving partnerships/bilateral cooperation with entities from the Donor States will be given additional points. All projects should include at least one awareness raising campaign.

Each project that involves ocean literacy initiatives within or in partnership with elementary and/or secondary schools ("Blue Schools¹") should not involve less than 20-30 students. If it contains nautical sports not included in curriculum it should reach at least 45-50 students. Other projects on ocean literacy should reach students or a broader audience.

1.3 TYPES OF PROJECTS:

The types of projects eligible for funding under this Call are the following:

Type 1

Raising awareness for marine and maritime issues (ocean literacy initiatives), within or in partnership with elementary and/or secondary schools ("Blue Schools²"). One of the activities proposed can include nautical skills improvement, in conjunction with other ocean literacy actions.

¹ <https://escolaazul.pt/>

² <https://escolaazul.pt/>



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Projects Type 1 have the following guidelines:

All projects must foster pupils' creativity and initiative and develop ocean literacy skills aimed at changing behavior in young people.

- a. Projects bringing schools closer to the local community and the sea sector to promote learning in the formal or informal environment;
- b. Ocean literacy and/or nautical training courses for teachers, students and educators;
- c. Initiatives that promote nautical sports activities in nautical school centers;
- d. Blue entrepreneurship incentive projects applicable to the school community;
- e. Initiatives that promote the awareness of students for blue careers.

Projects should be developed within Blue Schools, or schools applying to become Blue Schools (escolaazul.pt). The Blue School was shaped in accordance with the Ocean Literacy concept and under the framework of the European Union's Recommendation on Key Competences for Lifelong Learning, the Future of Education and Skills: Education2030 (OECD) and the United Nations Educational, Scientific and Cultural Organisation (UNESCO), namely its Sustainable Development Goals 4 (Quality Education), 14 (Life Below Water) and 17 (Partnerships for the Goals).

Type 2

Guarantee conditions and promote nautical sports in school ambience, but not included in the curriculum at present, also allowing for opportunities to buy some essential material to support the projects.

Type 3

Promotion of blue growth ocean literacy awareness raising campaigns for society.

Projects guidelines:

- a. Enhance awareness and civil engagement of citizens towards the seas and oceans;



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- b. Help citizens, economic and political actors to become informed ocean advocates and actors of change for ocean protection and a more sustainable use of ocean resources.

The applications shall contain a Communication Plan in line with Annex 3 to the EEA Grants 2014-2021 Regulation <https://eeagrants.org/resources/regulation-implementation-eea-grants-2014-2021-annex-3-information-and-communication>

The applications should consider the ocean literacy framework in line with:

- "Toolkit "Ocean Literacy for All":
<http://unesdoc.unesco.org/ark:/48223/pf0000260721>
- Ocean Literacy Principles - <http://oceanliteracy.wp2.coexploration.org/>
- Blue School Program - <http://escolaazul.pt/>

1.4 AVAILABLE FUND:

The total amount available to the present Call is € 350.000, distributed in three lots:

- € 200.000 for projects of type 1;
- € 100.000 for projects of type 2;
- € 50.000 for projects of type 3.

Unspent funding in one type of project can be allocate to the other type.

1.5 MAXIMUM AND MINIMUM GRANT AMOUNTS FOR EACH PROJECT:

Min: € 10.000

Max: € 25.000

1.6 GRANT RATES:

The funding rate could be between 70% - 100% of total eligible project costs.



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The remaining co-financing shall be provided or obtained by the Project promoter/partners. The project promoter/partners must demonstrate their co-financing ability through a document evidencing the financing capacity.

The project grant rate shall be set at a level that complies with the State Aid rules in force and takes into account any and all other forms of public support granted to projects and/or the Project Promoter or partner, where relevant.

Regarding the State Aids rules, the grant rate of projects to be implemented shall be set in accordance with EU and national legislation, mainly the Regulation (UE) No. 1407/2013, of the Commission, 18 December 2013, regarding the application of Articles 107.º and 108.º of the Treaty on the Functioning of the European Union to the de minimis aid.

1.7 DEADLINE FOR SUBMISSION OF APPLICATIONS

The call is open from **24/10/2019** and remains open **until to 12:00:00 GMT 28/02/2020**.

2. ELIGIBILITY

2.1 ELIGIBILITY OF PROJECT PROMOTERS AND PARTNERS

Eligible promoter: Any entity, public or private, commercial or non-commercial and non-governmental organisations, established as a legal person in Portugal are considered eligible project promoters.

Each promoter may submit one application only.

Eligible partners: Any public or private entity, commercial or non-commercial, as well as non-governmental organisations established as a legal person either in the Donor States, Beneficiary States, or any international organisation or body or agency thereof, actively involved in, and effectively contributing to, the implementation of a project, are



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considered eligible project partners (in accordance with article 7.2.2 of the EEA Grants 2014-2021 Regulation).

Natural persons who are legal residents of the Donor States or of the respective Beneficiary State **are eligible project promoters and eligible project partners** under the programme areas “Education, Scholarships, Apprenticeships and Youth Entrepreneurship” and scholarship (in accordance with article 7.2.3 of the EEA Grants 2014-2021 Regulation).

A Partnership Project is defined as cooperation between a Project Promoter in Portugal and at least one partner, implementing a project where all entities are independent of each other and perform substantial and relevant tasks in completion of the project. The partner should be actively involved in, and effectively contributing to, the implementation of the project, and it should share with the project promoter a common economic or social goal which is to be realized through the implementation of the project. The simple provision of services does not qualify as a project partnership.

A Donor partnership project is a project implemented in close cooperation with a project partner whose primary location is in one of the Donor States.

Additional criteria for applicants and partners

- a) The Applicant’s main activities are closely related to the activities for which an application is made;
- b) The Applicant and Partner(s)) and their legal representatives signing the application have clean criminal and tax records;
- c) The Partner(s) main activity is closely related to the activities in which its contribution is proposed;
- d) If the Applicant has one or more Partners, a draft Partnership Agreement defining the roles and responsibilities of the different partners, is attached to the application. A template for the Partnership Agreement is available on the website:

<https://www.eeagrants.gov.pt/media/2860/template-partnership-agreement-v2.docx>

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Moreover, applicants are not eligible for funding if:

- a) They are undertakings in difficulty (the definition of “undertaking in difficulty” is included in Article 2, paragraph 18 of Commission Regulation (EU) No.651/2014 declaring certain categories of aid compatible with the internal market in application of Articles 107 and 108 of the Treaty);
- b) They are bankrupt, are entered in judicial administration or are under liquidation, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation;
- c) They have been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organization or any other illegal activity of relevance for the application, without evidence of substantial correction measures taken in the past years.

2.2 ELIGIBILITY OF EXPENDITURES

The assessment of the eligible expenditures for a specific project will be made based on the applicable state aid legal basis, as well as Article 8.2 and 8.3 of the EEA Grants 2014-2021 Regulation, namely:

Eligible expenditures of projects are those actually incurred within the project, which meet the following criteria:

- Are incurred between the first and final dates of eligibility of a project as specified in the project contract³;
- Are connected with the subject of the project contract and they are indicated in the detailed budget of the project (template available on the website: https://static.wixstatic.com/ugd/eb00d2_483ce1dc326d48dcad10239fc1c70b18.pdf)

³ Expenditures are considered to have been incurred when the cost has been invoiced, paid and the subject matter delivered (in case of goods) or performed (in case of services and works). Exceptionally, costs in respect of which an invoice has been issued in the final month of eligibility are also deemed to be incurred within the dates of eligibility if the costs are paid within 30 days of the final date for eligibility. Overheads and depreciation of equipment are considered to have been incurred when they are recorded on the accounts of the Project Promoter and/or project partner.

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- Are proportionate and necessary for the implementation of the project;
- Must be used for the sole purpose of achieving the objective(s) of the project and its expected outcome(s), in a manner consistent with the principles of economy, efficiency and effectiveness;
- Are identifiable and verifiable, in particular through being recorded in the accounting records of the Project Promoter and/or project partner and determined according to the applicable accounting standards of the country where the Project Promoter and/or project partner is established and according to generally accepted accounting principles; and
- Comply with the requirements of applicable tax and social legislation.

The inclusion of an expenditure item in a project budget template approved by the PO, cannot be considered as confirmation of eligibility of that expenditure item.

2.2.1 ELIGIBLE DIRECT EXPENDITURES IN A PROJECT

- **The cost of staff assigned to the project**, comprising actual salaries plus social security charges and other statutory costs included in the remuneration, provided that this corresponds to the Project Promoter's and project partner's usual policy on remuneration. The corresponding salary costs of staff of national administrations are eligible to the extent that they relate to the cost of activities which the relevant public authority would not carry out if the project concerned were not undertaken;
- **Travel and subsistence allowances for staff taking part in the project**, having regard to the principle of proportionality, travel costs, including subsistence allowance, may be calculated as a lump sum, on the basis of defined rules approved by the Programme Operator;
- **Cost of new or second hand equipment**, only the portion of the depreciation corresponding to the duration of the project and the rate of actual use for the purposes of the project may be considered eligible expenditure. In case the Programme Operator determines that the equipment is an integral and necessary

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component for achieving the outcomes of the project, the entire purchase price of that equipment may, by way of exception from the rule contained in paragraph 4 of Article 8.2, be eligible; Where the entire purchase price of equipment is eligible in accordance, the Programme Operator shall ensure that the Project Promoter:

- a) Keeps the equipment in its ownership for a period of at least five years following the completion of the project and continues to use that equipment for the benefit of the overall objectives of the project for the same period;
 - b) Keeps the equipment properly insured against losses such as fire, theft or other normally insurable incidents both during project implementation and for at least five years following the completion of the project;
 - c) Sets aside appropriate resources for the maintenance of the equipment for at least five years following the completion of the project.
- **Costs of consumables and supplies**, provided that they are identifiable and assigned to the project;
 - **Costs entailed by other contracts awarded by a Project Promoter**, for the purposes of carrying out the project, provided that the awarding complies with the applicable rules on public procurement and this Regulation; and;
 - **Costs arising directly from requirements imposed by the project contract**, for each project. (publicity, evaluation, interpretation, translation and reproduction, others).

Indirect costs are eligible according to the article 8.5 of the EEA Grants 2014-2021 Regulation.

2.2.2. PERIOD OF ELIGIBILITY OF EXPENDITURES

The maximum period of eligibility will be set in the project contract, and shall normally be two years from the date Programme Operator signs the granting decision. Extensions may be authorized, subject to the approval of the Programme Operator. But under no circumstance shall exceed the date mentioned in art 8.13.3 of the EEA Grants 2014-2021 Regulation (30 April 2024).

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3. SUBMISSION OF APPLICATIONS

Applications must be submitted, in Portuguese or English (the application must be in English when the project includes a Donor Partner), to the Programme Operator by the deadline stipulated in paragraph 1.7, electronically to <https://www.dgpm.mm.gov.ot/eea-grants-candidaturas> using the applications forms and having attached all documents (see the Check List of documents to be submitted by the applicants and partners in the application form).

In case of any technical problem with the submission of the application must be communicated through the email: eeagrants@dgpm.mm.gov.pt

The application form and the check list of all documents to be submitted are available on the website

<https://www.eeagrants.gov.pt/media/2783/application-form-v2.xlsx>

It is suggested that before submitting your application to read the information on the EEA Grants Fund 2014-2021, available on the website

<https://www.eeagrants.gov.pt/en/eea-grants/> , namely, the following documents:

- **Regulation of the EEA Grants 2014-2021**

<https://eeagrants.org/resources/regulation-implementation-eea-grants-2014-2021>

- **Guideline for Educational Programmes**

<https://eeagrants.org/resources/2014-2021-guideline-educational-programmes>

Indicate if there were any external consultants involved in the preparation of the application. If yes, please indicate which external consultant.

4. SELECTION AND DECISION PROCEDURES

Only the applications meeting the conditions in accordance with national and Community legislation, the Rules of the EEA Grants 2014-2021, the Guidelines - Description of the Selection Procedures and with this Call are acceptable in this procedure.

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

1st phase – Administrative and eligibility criteria check

The Programme Operator shall review the applications for compliance with administrative and eligibility criteria of the Programme. Applicants whose applications are rejected at this stage shall be informed and given 10 working days to appeal that decision.

a) Administrative criteria

Completeness of the proposal, i.e. the presence of all requested administrative forms and the proposal description (N.B. the completeness of the information contained in the proposal will be for the experts to evaluate; the eligibility checks only apply to the presence of the appropriate documents of the proposal).

b) Eligibility Criteria

Proposals must fulfil all the eligibility criteria if they are to be retained for evaluation. The following eligibility criteria apply to all proposals submitted under a call:

- a) Receipt of proposal by the Programme Operator until the deadline date and time established in these call (paragraph 1.7);
- b) The project must contribute to the objectives and expected outcomes defined in paragraph 1.2, as well as to the typologies identified in paragraph 1.3;
- c) Eligibility of promoters and partners in accordance with the paragraph 2.1;
- d) Proof of non-existence of debts to the tax authority and Social Security;



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- e) Only complete applications would be accepted.

2nd phase – Quality Selection

The final score will be assigned to the project by applying the evaluation criteria approved by the Programme Operator and published in this Call for Proposal.

Each application will be scored on a **scale of 0 to 100 points**, according to the evaluation criteria set out in in paragraph 5.

The evaluation criteria allow assessing the applicant's ability to complete the proposed action, namely the:

- **Operational capacity of the applicant and partners:** professional and/or institutional competencies, qualifications and requirements needed to implement the project;
- **Technical Capacity,** the project quality and its contribution to the objectives, as well as the programme outcomes and respective outputs.

Two independent and impartial experts are chosen regarding their skills and knowledge appropriate to the areas within the scope of this Call, shall (separately) score the project in accordance with the selection criteria provided in paragraph 5. of this Call for proposal.

Each application that meets the administrative and eligibility criteria shall be reviewed by two impartial experts appointed by the Programme Operator, at least one of which shall be independent of and external to the Programme Operator.

For the purposes of ranking the projects, the average scores awarded by the experts shall be used. In case the difference between the scores given by the two experts is higher than 30% of the highest score, a third expert shall be commissioned by the Programme Operator to score the project independently. In such cases the average score of the two closest scores shall be used to rank the projects.

Their consolidated assessment is considered the final assessment of a given project proposal and forms the basis for establishing the ranking lists of eligible grants applications.



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The Programme Operator provides the Selection Committee with the list of ranked projects.

In preparing the ranking list, the PO may recommend to reduce the project budget applied for, with an explanatory note for the Selection Committee for the grounds of such decision.

The Selection Committee shall review the ranked list of projects and, may modify the ranking in justified cases. The justification for the modifications shall be detailed in the minutes of the meeting of the Selection Committee. In case a project is rejected as a result of such amendment, the affected applicant shall be informed in writing regarding the justification for the amendment. The Selection Committee shall submit the list of recommended projects to the Programme Operator.

The Programme Operator shall establish whether the selection process has been conducted in accordance with the EEA Grants 2014-2021 Regulation and if the Selection Committee's recommendations comply with the rules and objectives of the programme. Following such verification, the Programme Operator (Decision Body), based on the recommendation of the Selection Committee, shall make a decision regarding which projects shall be supported. In case the Decision Body modifies the decision of the Selection Committee, it shall inform the applicants affected, and the Selection Committee, and provide it with a justification.

Project selection shall be done by **open competition**, ie, applications that meet the required minimums are ranked in descending order according to the scores from the assessment of selection criteria provided in paragraph 13. of this Call for proposal. The applications with the highest scores within the financial allocation for this call will be awarded grants.

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Applications that have sufficient quality but are not awarded granting because of the limitations in funding set in paragraph 1.4 of this call, should be put on a ranked reserve list.

In case funds are uncommitted, a second call may be launched and shall make available any remaining funds for re-granting.

Applications scoring **lower than 50 points** will not be selected for awarded granting.

Further details are provided in paragraph 5. of this Call for proposal.

5. SELECTION CRITERIA

In the selection of applications relating to the types of projects provided for in in paragraph 1.3 - types of projects of this call, will be applied taking into account the assessment criteria and weightings, as the following table:

TYPE 1, 2 and 3

Selection Criteria	Weighting (W)	Description	Criteria Classification (CC) (points)*
1. Contribution to achieving the Programme's objectives and expected outcome(s) and outputs	20%	Demonstration of the contribution for the overall objectives, outcomes and outputs of the Programme:	
		a) Improving ocean literacy campaigns/activities that strengthens people's connection with the ocean.	50%*CC1a
		b) Demonstration of the strengthen bilateral relations with the Donor States through projects with Donor Partners, through partnerships with added value for the project and demonstration of its sustainability.	10%*CC1b
		c) Demonstration of the contribution of the project to the Programme's expected outcomes and outputs.	40%*CC1c
2. Technical coherence and understanding	20%	a) Identification and understanding of the specific needs the proposal is intended to solve.	20%*CC2a
		b) Demonstration of solid knowledge and experience relevant for the development of the project accordingly with the objectives which aims to achieve.	20%*CC2b
		c) Qualification of the team members in the subject matter of the present call for proposals and of the proposed project, as demonstrated by relevant academic qualifications and sufficient (for senior members this would mean several years) relevant professional experience.	20%*CC2c

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		d) Identification of distinct, relevant and realistic objectives.	20%*CC2d
		e) Feasibility, clarity, logic and coherence of the proposal.	20%*CC2e
3. Approach and added value	40%	a) Relevance and originality of the application in the scope of this notice.	25%*CC3a
		b) Demonstration of the capacity to engage the school community.	25%*CC3b
		c) Demonstration of the project's methodology will increase ocean literacy skills aimed at changing behavior in young people.	30%*CC3c
		d) Relevance of expected results and potential impact under the ocean literacy framework and its potential contribution for the Sustainable Development Objectives (ODS) 4, 14 and 17 of the United Nations Agenda 2030.	20%*CC3d
4. Project financial coherence and Business Economic and financial feasibility	20%	a) Feasibility of proposed project in terms of coherence of resources and timetables.	50%*CC4a
		b) Budget: consistency of the expenditures with the foreseen activities.	50%*CC4b

* Score CC	Explanation
0	The proposal fails to address the criterion under examination or cannot be judged due to missing or incomplete information.
1 – 20 (poor)	The criterion is addressed in an inadequate manner, or there are serious inherent weaknesses.
21 - 40 (fair)	While the proposal broadly addresses the criterion, there are significant weaknesses.
41 - 60 (good)	The proposal addresses the criterion well, although improvements would be necessary.
61 - 80 (very good)	The proposal addresses the criterion very well, although certain improvements are still possible
81 - 100 (excellent)	The proposal successfully addresses all relevant aspects of the criterion in question. Any shortcomings are minor.

5.1 CLASSIFICATION OF EACH SELECTION CRITERIA

Accepted applications will be classified according to each criteria on a scale of **0 to 100 points**.

5.2 FINAL CLASSIFICATION

The Final Classification (FC) of each application is based on the scale of 0 to 100 points for rating criteria aggregation, using the following formula:

$$FC = W_1*(50\%*CC_{1a} + 10\%*CC_{1b} + 40\%*CC_{1c}) + W_2*(20\%*CC_{2a} + 20\%*CC_{2b} + 20\%*CC_{2c} + 20\%*CC_{2d} + 20\%*CC_{2e}) + W_3*(25\%*CC_{3a} + 25\%*CC_{3b} + 30\%*CC_{3c} + 20\%*CC_{3d}) + W_4 * (50\%*CC_{4a} + 50\%*CC_{4b})$$

Where:

- W1... W4 = Weighting Criteria

- CC1a... CC4c = Criteria Classification

(The classification will be established to 3 decimal places without rounding)

The application to be submitted under this call may be subject of an approval only if its final classification is **higher or equal than 50 points**, resulting from the application of the selection criteria and methodology presented.

The application who obtains a final score **lower than 50 points** will be excluded for the purpose of granting financial support.

Funding of applications also depends on the total available amount previously established in the paragraph 1.4 of this call.

Applications that meet a final score **higher or equal than 50 points** are ranked in descending order according to the scores from the assessment of selection criteria within the financial allocation available.

6. NOTICE OF DECISION TO BENEFICIARY

The communication on the final decision of the applications will be made to the beneficiary within 60 working days after the deadline for submission of applications specified in paragraph 1.7 of this Call.

The Programme Operator shall notify applicants regarding the results of the selection process within 10 working days from the selection preliminary decision.



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All applicants will be notified thereof and have the right to complain during a maximum period of 10 working days, from the date of the notification, in accordance with articles 121 et seq. of the Portuguese Code of Administrative Procedure, approved by the Decree-Law No. 4/2015, of January 7.

Once the prior hearing period has been completed, the PO will analyze the complaints and prepare a final selection decision, which will be submitted to the Selection Committee.

The Selection Committee shall submit the final list of recommended projects to the Programme Operator (Decision Body).

All applicants will be notified of the final decision and the results will be publicize on websites where the advertisement was released.

7. PAYMENT FLOWS

Following the granting of financial support, and after signing the Project Contract by both parties, payments towards the projects will be in the form of advance instalments, up to 90% of the total awarded grant amount.

The Programme Operator may make payments to beneficiaries in the following ways:

- The first advance instalment shall be paid following the signature of the Project Contract. Subsequent advance instalments shall be paid after the approval of Project Interim Reports (Financial and Progress).
- The frequency of interim reporting to the Programme Operator shall be based on an agreed timetable but will take place at least two times a year.
- Advance instalments are offset against incurred expenditure reported in the Project Interim Reports.
- The Project Promoters will receive subsequent advance instalment under conditions established on the Project Contract.
- If an irregularity leading to financial corrections is detected, all payments to the promoters and partners will be canceled, including payments to other projects within the Programme.



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- The level of advance instalments to be provided to Project Promoters shall be linked to the project implementation duration according to the overview below:

Project Implementation Duration	First Advance Payment	Second Advance Payment	Third Advance Payment	Fourth Advance Payment	Final Payment (reimbursement)
	M1-M6	M7-M12	M13-M18	M19-M24	90 days after the Final Report Approval
<12 Months	50%	40%			10%
12-18 Months	40%	30%	20%		10%
18- 24 Months	15%	25%	25%	25%	10%

Final Payment: The sum of the advance and interim payments cannot exceed 90% 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.

8. ADITIONAL INFORMATION

E-mail contact for additional information: eeagrants@dgpm.mam.gov.pt

An answer will be given by email within 10 working days.

A Frequently Asked Questions section (FAQ) will be published on the PO's Programme website based on questions received from potential applicants and partners. The FAQ will be updated on a regular basis, available in: https://static.wixstatic.com/ugd/eb00d2_483ce1dc326d48dcad10239fc1c70b18.pdf

Phone number contact: (+351) 218 291 000 - available **Mondays to Thursdays, from 10:00 to 12:30.**

Address:

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