



# **INTERREG III A POLAND- SLOVAK REPUBLIC**

## **PROGRAMME COMPLEMENT**

Approved by the Programme Monitoring Committee on 07. November 2008

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## **Introduction**

This Programme Complement has been prepared in compliance with Regulation no 1260/1999, it contains detailed elements at measure level defining provisions for implementing the assistance strategy and priorities. The document has been prepared by the Joint Polish-Slovak Interreg III A Task Force composed of representatives of Polish and Slovak ministries responsible for the programme implementation and regional authorities from the eligible area. The text has been agreed in consultation with local partners from the border area, the proposals have been collected by the regional governments and presented to the Task Force members. The first meeting of the Task Force relating to programme complement preparation took place in Katowice on 27-28.10.2003, the second meeting was organised in Zilina on 15-16.06.2004. In the meantime several co-ordination meetings of the Managing, Paying, National and Sub-paying Authorities as well as Joint Technical Secretariat were organised in order to discuss technical issues connected with programme implementation. The consultation process was conducted in large part in written form.

The Programme Complement needs to be approved by the programme Monitoring Committee. Within three months of the European Commission decision approving the Interreg III A Poland – Slovak Republic Community Initiative Programme (CIP), the Programme Complement should be sent to the Commission for information. Any amendments to the document require the decision of the Monitoring Committee, the proposals for its adjustment should be made by the programme Managing Authority.

In the first chapter the Measures implementing the corresponding Priorities in the CIP are described in details. The objectives of particular Measures are in line with the programme general objective defined in the CIP: *To support integrated and sustainable economic, social and cultural development of the Slovak-Polish border region*. The activities undertaken within the programme should comply with the horizontal policies of the EU, appropriate arrangements have been summarised in chapter 2. In the next part of the document the project selection process including selection criteria is described. Specific assignments relating to Micro-project Facility (Measure 2.3) are presented in chapter 4. The document contains also the description of activities intended to publicise the operational programme in the form of communication action plan. In Chapter 6 the outline of the computerised system for exchange of data with the Commission is presented. Finally, the financial plan specifies the financial allocation envisaged for the contribution of the ERDF as well as national co-financing at measure level.

The results of the Programme Complement ex-ante evaluation have been taken into consideration, the respective sections of the document relating to definition of specific objectives within the measures as well as quantification of indicators have been changed accordingly.

## **1. Detailed description of Measures**

The priorities and measures reflecting the strategy for the Polish-Slovak border area have been defined in the CIP, this chapter contains detailed description of planned measures including their objectives and indicative types of activities. For each measure the categories of final beneficiaries as well as output, result and impact indicators are also presented.

**The minimal value of co-financing from ERDF in the projects within measures 1.1, 1.2, 2.1, 2.2 amounts to 20 000 EUR**

**Priorities and measures of the Interreg III A Poland - Slovak Republic programme.**

<b><u>Priority 1</u></b> <b><u>Infrastructure development</u></b>	<b><u>Priority 2</u></b> <b><u>Socio-economic development</u></b>	<b><u>Priority 3</u></b> <b><u>Technical assistance</u></b>
Measure 1.1 Technical and Communication Infrastructure	Measure 2.1 Development of human resources and promotion of entrepreneurship	Measure 3.1 Management, implementation, monitoring and control
Measure 1.2 Environment Protection Infrastructure	Measure 2.2 Protection of natural and cultural heritage	Measure 3.2 Programme publicity and evaluation
	Measure 2.3 Support for local initiatives (micro-project facility)	

**Measure 1.1**

<b>OPERATIONAL PROGRAMME</b>	<b>INTERREG III A POLAND – SLOVAK REPUBLIC COMMUNITY INITIATIVE PROGRAMME</b>
<b>PRIORITY 1:</b>	<b>INFRASTRUCTURE DEVELOPMENT</b>
<b>MEASURE 1.1</b>	<b>TECHNICAL AND COMMUNICATION INFRASTRUCTURE</b>
<b>CO-FINANCING LEVEL FROM ERDF</b>	75% (non- repayable direct assistance)
<b>MAIN OBJECTIVE:</b>	Improvement of accessibility of the area as well as its internal integration.
<b>RATIONALE:</b>	<p>Insufficient transport infrastructure and poor quality of existing infrastructure, especially in rural areas, have been identified as main weaknesses of the Slovak-Polish border region. Improvement of the quality of transport connections requires expensive and technically difficult investments. The role of the Interreg programme in this field may be important although available financial resources will allow only limited number of infrastructure investments. Taking into account the financial allocation for this measure recommended value of ERDF co-financing should not exceed 1 mln EUR. Activities undertaken within Interreg programme may also serve as preparatory works for larger investments co-financed from other national and international infrastructure development programmes, and small investment projects improving accessibility to the main infrastructure.</p> <p>This measure aims at elimination of missing links in transport infrastructure and consequently improvement of the accessibility of the cross-border region. Well-organised transport networks, integrated with European corridors will enhance conditions for transport and eliminate one of the main development barriers of the region by reducing travel costs and duration and improving traffic flows while assuring appropriate security conditions. Undertaken activities should make use of favourable geopolitical location of the region, they should also lead to integration of the cross-border area, increasing its competitiveness and improving access to markets and trade as well as public transport and investment attractiveness.</p>
<b>SPECIFIC OBJECTIVES:</b>	<ul style="list-style-type: none"><li>- Improvement of existing technical and communication infrastructure in order to enhance the conditions for business and tourism development,</li><li>- Increasing the mobility of the population inside the cross-border area and exchanges with neighbouring regions,</li><li>- Joint co-ordination of infrastructure projects on both sides of the border.</li></ul>
<b>TYPES OF ACTIVITIES:</b>	<ul style="list-style-type: none"><li>- Modernisation of existing and construction of new road connections of cross-border dimension (improvement of the road surface, improvement of road signs, regulation of verges, construction, extension and modernisation of car parks)</li></ul>

	<ul style="list-style-type: none"> <li>- Construction and modernisation of roads improving accessibility to tourists infrastructure,</li> <li>- Elaboration of analysis, studies, strategies and programmes for development of technical and communication infrastructure,</li> <li>- Preparation of spatial development plans,</li> <li>- Construction and modernisation of cycling, walking and horse-riding paths, ski runs and other tourism development oriented routes with a possibility to utilise rich cultural and historical potential of the region,</li> <li>- Construction and modernisation of footbridges on border rivers,</li> <li>- Support for development of cross-border multimodal transport (e.g. preparing projects of reloading and logistics centres - multimodal platforms),</li> <li>- Co-ordination of cross-border public transport (co-ordination of timetables).</li> </ul>	
<b>ELIGIBLE COSTS</b>	<p>Staff costs  Travel costs  Equipment  Meetings  Promotion  Investments  External services  Other project-related costs</p>	
<b>FIELDS OF INTERVENTION</b>	<p>312 – Roads  3121 - National roads 3122 - Regional/local roads  3123 - Bicycle lanes  318 - Multimodal transport</p>	
<b>CATEGORIES OF FINAL BENEFICIARIES</b>	<ul style="list-style-type: none"> <li>- Self-governments units (communes, districts /counties/, regional governments);</li> <li>- Associations of cities and villages,</li> <li>- Forest managements,</li> <li>- National parks managements,</li> <li>- NGOs,</li> <li>- State-owned organisations established for the purpose of providing public services</li> <li>- organisations founded by the self-governments offering public services</li> </ul>	
<b>OUTPUT INDICATORS</b>	Number of projects enhancing cross-border integration, of which...	8+
	...studies, strategies or frameworks	3+
	...transport infrastructure projects enhancing cross- border integration	2+
	...other technical & communications infrastructure projects	3+
<b>RESULT INDICATORS</b>	Metres of transport network improved	5 000+
	Metres of transport network built	2 000+
	Number of missing links resolved in the transport networks of the cross-border zone	4+
	Meters of tourism routes developed	10 000+
	Number of created jobs	60+
	Reduction in travel time and improved standard of travel	10+
<b>IMPACT</b>	The project will contribute to...	yes/no

<b>ASSESSMENT</b>	...the availability of higher quality strategic information to guide infrastructure investment decisions – reduced information deficits	
	...reducing the extent to which the border is a physical barrier – e.g. through more crossing points or reduced waiting times at crossings	
	...enhanced intra-regional accessibility, e.g. shorter and/or faster journeys between economic centres in the cross-border area	
	...enhanced inter-regional accessibility – e.g. linking of the region into European transport networks bringing improved accessibility of the region from outside	
	...enhanced potential for economic activities in the border zone, including the attraction of investment and tourists	
	...increased potential to integrate the cross-border labour market and/or encourage cross-border trade and business connections	

## Measure 1.2

<b>OPERATIONAL PROGRAMME</b>	<b>INTERREG III A POLAND – SLOVAK REPUBLIC COMMUNITY INITIATIVE PROGRAMME</b>
<b>PRIORITY 1:</b>	<b>INFRASTRUCTURE DEVELOPMENT</b>
<b>MEASURE 1.2</b>	<b>ENVIRONMENT PROTECTION INFRASTRUCTURE</b>
<b>CO-FINANCING LEVEL FROM ERDF</b>	75% (non- repayable direct assistance)
<b>MAIN OBJECTIVE:</b>	Improvement of environment protection infrastructure contributing to sustainable development of the cross-border area
<b>RATIONALE:</b>	Natural environment is considered as main asset of the Slovak-Polish border region, many areas are covered by different forms of protection. The quality of environment has improved considerably in last years in both countries but low level of environment protection infrastructure is still one of the most serious development barriers in the area. This refers particularly to insufficient number of sewage treatment plants and their purification capacity as well as degradation of natural resources as a result of urbanisation process (e.g. the problem of waste disposal). In natural environment there are no state borders, therefore, it seems that cross-border co-operation in this field may be particularly valuable. It should lead to joint development of new approaches and common finding of new solutions in relation to environment protection. In this context flood prevention should be mentioned, as joint planning of relevant infrastructure on both sides of the border is necessary. Taking into account the financial allocation for this measure recommended value of ERDF co-financing for infrastructure development projects should not exceed 1 mln EUR. The quality of environment constitutes an important factor conditioning new investments and creation of new firms in service (and especially tourism) sector.
<b>SPECIFIC OBJECTIVES:</b>	<ul style="list-style-type: none"> <li>- Protecting environmental values of the area and supporting revitalisation of environmental and landscape assets,</li> <li>- Creation of integrated cross-border system for environment protection,</li> <li>- Development of co-operation on water resources shaping and management,</li> <li>- Improving the waste management system.</li> </ul>
<b>TYPES OF ACTIVITIES:</b>	<ul style="list-style-type: none"> <li>- Building-up of local systems for wastewater treatment,</li> <li>- Building-up of systems for recycling and waste utilisation,</li> <li>- Planning activities in the field of flood prevention and limiting floods' consequences (especially in relation to mountain streams),</li> <li>- Protection of areas exposed to natural erosion (e.g. land afforestation),</li> <li>- Elaboration of analysis, studies, strategies, programmes and projects for development of environment protection infrastructure,</li> <li>- Development of environment monitoring system for prevention of natural</li> </ul>

	<p>disasters (e.g. construction of observation decks and their equipment),</p> <ul style="list-style-type: none"> <li>- Planning of systems for air pollution monitoring,</li> <li>- Infrastructure for environmental assessment, analysing and mapping (i.e digital maps, databases, communication and information exchange systems, monitoring infrastructure),</li> <li>- Developing preparedness for environmental emergencies, warning and alarming systems</li> </ul>	
<b>ELIGIBLE COSTS</b>	<p>Staff costs  Travel costs  Equipment  Meetings  Promotion  Investments  External services  Other project-related costs</p>	
<b>FIELDS OF INTERVENTION</b>	<p>341 – Air  343 – Urban and industrial waste  344 -- Drinking water  345 -- Sewage and purification  353 – Protection and regeneration of natural environment</p>	
<b>CATEGORIES OF FINAL BENEFICIARIES:</b>	<ul style="list-style-type: none"> <li>- Self-governments units (communes, districts /counties/, regional governments),</li> <li>- Associations of cities and villages,</li> <li>- National and landscape parks management,</li> <li>- Forest managements,</li> <li>- NGOs acting in the environment protection field,</li> <li>- Rescue services</li> <li>- organisations founded by the self-governments offering public services</li> </ul>	
<b>OUTPUT INDICATORS</b>	Number of projects enhancing cross-border integration, of which	13+
	...	
	...studies, strategies or frameworks	1+
	waste and water management infrastructure	6+
	Number of co-operation agreements concluded referring to environment protection and collaboration between rescue services	4+
...other environmental protection projects	2+	
<b>RESULT INDICATORS</b>	Population served by new/improved environmental infrastructure [ <i>measured in households</i> ]	1 000+
	Territory directly benefiting from new/improved environmental infrastructure (km <sup>2</sup> )	15km <sup>2</sup> +
	Number of created jobs	5+
	Number of outdated or inefficient environmental infrastructure installations, or unauthorised landfill sites, closed as a result of new investments	5+
<b>IMPACT ASSESSMENT</b>	The project will contribute to the following...	yes/no
	...higher quality strategic information to guide environmental decision-making – reduced information deficits	

	...prevention, minimisation or removal of an environmental pollution risk	
	...improved attractiveness of the area to investment and/or as a tourism destination	

### Measure 2.1

<b>OPERATIONAL PROGRAMME</b>	<b>INTERREG III A POLAND – SLOVAK REPUBLIC COMMUNITY INITIATIVE PROGRAMME</b>
<b>PRIORITY 2:</b>	<b>SOCIO-ECONOMIC DEVELOPMENT</b>
<b>MEASURE 2.1:</b>	<b>DEVELOPMENT OF HUMAN RESOURCES AND PROMOTION OF ENTREPRENEURSHIP</b>
<b>CO-FINANCING LEVEL FROM ERDF</b>	75% (non- repayable direct assistance)
<b>MAIN OBJECTIVE:</b>	Supporting socio-economic development of the cross-border area through co-operation in business development, employment promotion and enhancing human resources potential.
<b>RATIONALE:</b>	Slovak-Polish border area is distant from main national economic centres. Its development level (GDP) is low and economic structure, especially on Polish side, is unfavourable, in the same time its most pertinent problem is very high unemployment rate. Cross-border co-operation should counteract further marginalisation of this border region and contribute to increasing its competitiveness, consequently the outflow of the inhabitants (and particularly younger generation) should be restrained. Joint actions supported under this Measure will complement respective activities implemented within Objective 1 programmes in both countries. Joint initiatives should concern collaboration on development of SMEs, especially in tourism sector, trade as well as handcraft and seek to create new job opportunities. SMEs play essential role in the creation of new jobs, whereas promotion of entrepreneurship can contribute to creation of new firms. Education and training institutions should be involved in joint projects with a view to increasing human resources potential. Particular attention should be paid to networking in tourism as this sector is supposed to contribute considerably to strengthening of regional economy.
<b>SPECIFIC OBJECTIVES:</b>	<ul style="list-style-type: none"> <li>- Joint actions aimed at improvement of the situation on the labour market,</li> <li>- Improvement of quality and access to education, consulting and joint services for SMEs development,</li> <li>- Development of networks between institutions providing joint services for entrepreneurs on both sides of the border with special regard on co-operation aimed at development of tourism.</li> </ul>
<b>TYPES OF ACTIVITIES:</b>	<ul style="list-style-type: none"> <li>- Creation of the system for co-operation on employment promotion and exchange of information on labour market evolutions,</li> <li>- Creating and supporting co-operation of educational institutions, research centres and organisations enhancing the qualifications of citizens,</li> </ul>

	<ul style="list-style-type: none"> <li>- Setting up of joint structures for SMEs support (advisory services) and fostering of joint economic marketing, support for clustering initiatives including new entrepreneurs co-operation networks,</li> <li>- General and specific training for entrepreneurs in particular sectors (e.g. tourism, handicraft and traditional production, ecological tourism ),</li> <li>- Training on use of ICT in business development,</li> <li>- Comprehensive projects of co-operation among universities,</li> <li>- Promotion of co-operation between universities and business sector,</li> <li>- Networking in tourism development, co-operation of tourist and information offices,</li> <li>- Organisation of joint conferences, trade fairs and co-operation forums of regional, local and sectoral character, common promotional activities,</li> <li>- Promotion of co-operation of employers and local authorities as well as research and development organisations (local partnership),</li> <li>- Development of co-operation among spas,</li> <li>- Co-operation of rescue services,</li> <li>- Elaboration of analysis, studies, strategies, programmes and projects for development of human resources and promotion of entrepreneurship.</li> </ul>
<b>ELIGIBLE COSTS</b>	<p>Staff costs  Travel costs  Equipment  Meetings  Promotion  Investments  External services  Other project-related costs</p>
<b>FIELDS OF INTERVENTION</b>	<p>163 - Enterprise advisory services (information, business planning, consultancy services, marketing, management, design, internationalisation, exporting, environmental management, purchase of technology)  164 - Shared business services  167 - SME and craft-specific vocational training  182 - Innovation and technology transfers, establishment of networks and partnership between business and/or research institutes  21 - Labour market policy  23 - Developing educational and vocational training not linked to a specific sector (persons, firms)  24 - Workforce flexibility, entrepreneurial activity, innovation, information and communication technologies (persons, firms)  324 - Services and applications for SMEs (electronic commerce and transactions, education and training, networking)  174 - Tourism-specific vocational training</p>
<b>CATEGORIES OF FINAL BENEFICIARIES:</b>	<ul style="list-style-type: none"> <li>- Self-governments units (communes, districts /counties/, regional governments),</li> <li>- Associations of cities and villages,</li> <li>- Labour offices,</li> <li>- Rescue services, police,</li> <li>- Universities and educational institutions,</li> <li>- Scientific and research institutions,</li> <li>- Organisations of entrepreneurs ,</li> <li>- Entrepreneurship promotion institutions,</li> </ul>

	<ul style="list-style-type: none"> <li>- Economic and professional/trade self governments (e.g. chambers of commerce),</li> <li>- NGOs</li> </ul>	
<b>OUTPUT INDICATORS</b>	Number of projects, of which...	14+
	...cross-border human resources development projects	3+
	... joint actions relating to promotion of entrepreneurship and development of SMEs	6+
	...joint information centres or information exchange agreements created (between research institutions, labour market institutions, SME groups, spas...)	1+
	...tourism development initiatives, including marketing	3+
	...other human resource/entrepreneurship projects	1+
<b>RESULT INDICATORS</b>	Number of SMEs involved in cross-border projects (disaggregate Poland/Slovakia)	80+ 40/40
	Number of persons participating in cross-border trainings (disaggregate male/female, Poland/Slovakia)	150+ 75/75 75/75
	Number of people gaining qualifications	20+
	Number of jobs created	50+
<b>IMPACT ASSESSMENT</b>	The project will contribute to...	yes/no
	...new products or services developed or marketed, including in tourism	
	...adaptation of the tourism product and tourism businesses to the opportunities presented by an integrated cross-border area	
	...further professionalisation of the tourism sector	
	...increased cross-border mobility of the workforce	
	...improved labour market information and/or enhanced employment services in the cross-border area	
	...contribution to socio-economic development of the border area	
	...more integrated responses to the needs of business (recruiting staff, accessing relevant research support, e.t.c.)	

**Measure 2.2**

<b>OPERATIONAL PROGRAMME</b>	<b>INTERREG III A POLAND – SLOVAK REPUBLIC COMMUNITY INITIATIVE PROGRAMME</b>
<b>PRIORITY 2:</b>	<b>SOCIO-ECONOMIC DEVELOPMENT</b>
<b>MEASURE 2.2:</b>	<b>PROTECTION OF NATURAL AND CULTURAL HERITAGE</b>
<b>CO-FINANCING LEVEL FROM ERDF</b>	75% (non- repayable direct assistance)
<b>MAIN OBJECTIVE:</b>	Preservation and enrichment of natural and cultural heritage in the Slovak-Polish border area through protection of unique natural and cultural assets of the region.
<b>RATIONALE:</b>	Slovak-Polish border area has many unique environmental values, there are numerous natural sites protected by law: national parks as well as protected landscapes of which mountains and forests are typical elements. Also water resources including mineral and thermal waters are abundant. The positive image of the territory is associated not only with good quality of environment but also with rich historical and cultural heritage including a number of architectural, urban and landscape monuments, many of them are in the UNESCO World Cultural Heritage list. These characteristics predispose the region to benefit from new trends related to development of tourism and recreational activities. Joint initiatives undertaken within this Measure should relate directly to protection of regional natural and cultural heritage and promotion of its use for development of good quality tourism.
<b>SPECIFIC OBJECTIVES:</b>	<ul style="list-style-type: none"><li>- Maintenance of local identity, natural and cultural heritage of the Polish-Slovak border area for next generations,</li><li>- Use of existing natural and cultural heritage resources for tourism purposes (especially eco -tourism) and enhancing the attractiveness of the region for tourists,</li><li>- Protection of landscape biodiversity,</li></ul>
<b>TYPES OF ACTIVITIES:</b>	<ul style="list-style-type: none"><li>- Conservation and maintenance of natural and cultural heritage having common cultural and ecological value: reserves, natural parks, monuments, historical buildings and their surrounding (complexes of buildings and public areas within historical urban and rural schemes; monuments of architecture, industry and technology, ethnological parks, environmental and archaeological reserves, memorial and martyrdom places, objects of sacral architecture),</li><li>- Projects aimed at creation of common, integrated culture and tourist products (e.g. natural parks, thematic cultural routes, agrotourist farms),</li><li>- Common promotion of the Slovak-Polish border region and its cultural and natural assets (e.g. tourist fairs, development of comprehensive system of information, including new, interactive Internet network, creation of educational and tourist maps and guides, promotion of traditional, regional products),</li></ul>

	<ul style="list-style-type: none"> <li>- Development of co-operation between cultural, educational, ecological and research institutions,</li> <li>- Support for activities oriented on multicultural education,</li> <li>- Joint activities linked with rational and economical utilisation of natural resources, protection of fauna and flora and promotion of traditional cultivation ,</li> <li>- Elaboration of analysis, studies, strategies, programmes and projects aimed at protection of natural and cultural heritage in the border region,</li> <li>- Initiatives for protection and better use of forests for tourism and recreation,</li> <li>- Support for detailed recognition and valorisation of cultural and landscape resources,</li> <li>- Creating basis for co-operation on protection of remains of other cultures in cross-border area,</li> <li>- Development of services connected with use of historical buildings and locations,</li> </ul>
<b>ELIGIBLE COSTS</b>	<p>Staff costs  Travel costs  Equipment  Meetings  Promotion  Investments  External services  Other project-related costs</p>
<b>FIELDS OF INTERVENTION</b>	<p>127 - Improving and maintaining ecological stability of protected woodlands  1301 – Land improvement  1306 - Renovation and development of villages and protection and conservation of rural heritage  1310 - Encouragement for tourism activities  1311 - Encouragement for craft activities related to farms  171 - Physical investments (information centres, tourist accommodation, catering facilities)  172 - Non-physical investments (development and provision of tourist services, sporting, cultural and leisure activities, heritage)  352 - Rehabilitation of urban areas  414 - Innovative actions</p>
<b>CATEGORIES OF FINAL BENEFICIARIES:</b>	<ul style="list-style-type: none"> <li>- Self-governments units (communes, districts /counties/, regional governments),</li> <li>- Associations of cities and villages,</li> <li>- Culture institutions (e.g. libraries, museums, galleries, theatres, cultural centres)</li> <li>- Schools and educational institutions,</li> <li>- Tourist organisations,</li> <li>- NGOs active in the field of cultural or natural heritage protection,</li> <li>- National and landscape parks management,</li> <li>- Forest management,</li> <li>- Churches and religious unions</li> </ul>

<b>OUTPUT INDICATORS</b>	Number of natural and cultural heritage projects, of which...	9+
	...cross-border-related studies, strategies or frameworks	1+
	...initiatives enhancing, protecting or exploiting cultural heritage	5+
	...initiatives enabling integrated environmental management of protected ecosystems and landscapes	3+
<b>RESULT INDICATORS</b>	Number of organisations involved in cultural and natural heritage protection initiatives	12+
	Number of renewed cultural and historical objects	4+
	Number of cross-border thematic networks created in the field of natural and cultural heritage protection	3+
	Creation of co-operation structures in the field of tourism development and joint promotion campaigns (networks, forums)	5+
	Number of new tourism products created	8+
	Number of tourism promotion initiatives	5+
<b>IMPACT INDICATORS</b>	The project will contribute to the following...	Yes/no
	...socio-economic development of the border area, including enhanced potential for tourism	
	...improved coordination, promotion and management of cultural facilities or natural heritage resources	
	...increased access to the region's heritage and culture to visitors and people from the region	

**Measure 2.3**

<b>OPERATIONAL PROGRAMME</b>	<b>INTERREG III A POLAND – SLOVAK REPUBLIC COMMUNITY INITIATIVE PROGRAMME</b>
<b>PRIORITY 2:</b>	<b>SOCIO-ECONOMIC DEVELOPMENT</b>
<b>MEASURE 2.3:</b>	<b>SUPPORT FOR LOCAL INITIATIVES (MICRO-PROJECT FACILITY)</b>
<b>CO-FINANCING LEVEL FROM ERDF</b>	75% (non- repayable direct assistance)
<b>MAIN OBJECTIVE</b>	Deepening of direct contacts between communities of the Slovak-Polish border area aimed at integration of the region.
<b>RATIONALE</b>	Under this Measure small projects of “people to people” type will be implemented. These projects are key to development of cross-border co-operation as they involve directly local communities and institutions from border region. The results of the projects should be seen in public and contribute to strengthening of mutual contacts. The projects may refer to all co-operation topics mentioned in the programme documents, the main difference is the value of the ERDF support which should be between 2000 and 20 000 euro. In order to facilitate access to local initiatives the applications will be submitted to relevant euroregions on Polish side and responsible HTU on Slovak side, special joint sub-steering committee will select the proposals. Polish parts of euroregions, representing local partnership, will play essential role in the implantation and management of projects within this Measure. Interreg programme is to be promoted through local initiatives, consequently bigger co-operation projects can be created as a result of their implementation.
<b>SPECIFIC OBJECTIVES:</b>	<ul style="list-style-type: none"> <li>- Establishment of contacts and development of continuous co-operation among the inhabitants of the border region in economic, social, educational and cultural spheres,</li> <li>- Support for preparation of larger co-operation projects,</li> <li>- Development of linkages between local institutions,</li> <li>- Preparation of joint events with a view to getting to know each other and promoting cross-border co-operation</li> </ul>
<b>TYPES OF ACTIVITIES:</b>	<ul style="list-style-type: none"> <li>- Organisation of joint cultural events (festivals, performances, exhibitions, art workshops)</li> <li>- Promotion of cross-border co-operation (e.g. perpetration of publications, websites, brochures or catalogues),</li> <li>- Support for entertainment and recreation activities (e.g. sport events),</li> <li>- Common activities in the field of environment protection and spatial planning,</li> <li>- Organisation of trade fairs,</li> <li>- Organisation of conferences, seminars and workshops,</li> <li>- Development of co-operation in educational sphere,</li> <li>- Youth exchange,</li> <li>- Support for activities sustaining identity and traditions of local communities,</li> <li>- Development of institutional linkages between social, economic, cultural</li> </ul>

	and other organisations, - any other cross-border activities relevant for this measure.	
<b>ELIGIBLE COSTS</b>	Staff costs Travel costs Equipment Meetings Promotion External services Other project-related costs	
<b>FIELDS OF INTERVENTION:</b>	173 – Shared services for the tourism industry (including promotional activities, networking, conferences and trade fairs) 323 – Services and applications for citizens (health, administration, education)	
<b>CATEGORIES OF FINAL BENEFICIARIES:</b>	<ul style="list-style-type: none"> <li>- Self-governments units (communes, districts /counties/, regional governments),</li> <li>- Associations of cities and villages,</li> <li>- Culture institutions (e.g. libraries, museums, galleries, theatres, cultural centres),</li> <li>- Labour offices</li> <li>- Rescue services, police</li> <li>- Tourist organisations,</li> <li>- NGOs,</li> <li>- Schools, educational and research institutions,</li> <li>- Community of interest and sport (associations),</li> <li>- Organisations founded by the self-governments offering public services</li> </ul>	
<b>OUTPUT INDICATORS</b>	Number of micro-projects supported, of which...	170+
	...cultural or social projects	70+
	...educational projects	30+
	...projects contributing to development of businesses and tourism	60+
	...other micro projects	10+
<b>RESULT INDICATORS</b>	Number of organisations involved	90+
	Number of cross-border co-operation networks or partnerships created	70+
	Number of people involved in cross-border project activities – disaggregated into male and female, Polish/Slovak	3 000+ 1500/1500 1500/1500
<b>IMPACT ASSESSMENT</b>	The project will contribute to...	yes/no
	...socio-economic development of the border area	
	...increasing the number and range of organisations involved in cross-border exchange, including by involving organisations not previously involved	
	...building the foundations for a more integrated region by increasing mutual awareness and familiarity	
	...generating connections and ideas leading towards longer-term co-operation, potentially including a subsequent larger Interreg project	

**Measure 3.1**

<b>OPERATIONAL PROGRAMME</b>	<b>INTERREG III A POLAND – SLOVAK REPUBLIC COMMUNITY INITIATIVE PROGRAMME</b>
<b>PRIORITY 3</b>	<b>TECHNICAL ASSISTANCE</b>
<b>MEASURE 3.1</b>	<b>MANAGEMENT, IMPLEMENTATION, MONITORING AND CONTROL</b>
<b>CO-FINANCING LEVEL FROM ERDF</b>	75% (non- repayable direct assistance)
<b>RATIONALE</b>	<p>Categories of Technical Assistance eligible for support from the Structural Funds are defined in the Commission Regulation no 448/2004 of 10 March 2004. According to rule 11 of the above Regulation, TA is calculated separately for the expenditure related to administration, implementation, monitoring, and control of the programme on the one hand and other expenditure (such as studies, seminars, information actions, evaluation etc.) on the other. Based on these two categories, the Priority 3 – Technical Assistance is split up into two measures.</p> <p>The Monitoring Committee is the responsible and decision-making body for the TA.</p>
<b>MAIN OBJECTIVE</b>	Ensure effective programme management, implementation, monitoring and control.
<b>SPECIFIC OBJECTIVES:</b>	<ul style="list-style-type: none"> <li>- Setting up and effective functioning of programme institutions,</li> <li>- Ensuring smooth implementation of the operations through support for activities relating to project development, assessment and selection,</li> <li>- Co-ordination of programme implementation on both sides of the border including measures to ensure appropriate monitoring and control of the programme</li> </ul>
<b>TYPES OF ACTIVITIES:</b>	<ul style="list-style-type: none"> <li>- Financing of the eligible activities of the institutions responsible for programme management,</li> <li>- Installation and functioning of the Joint Technical Secretariat , Intermediary bodies as well as National Contact Point and Info-points located on Slovak side,</li> <li>- Support for the operation of the programme decision-making bodies including expenditure in relation to meetings of the Monitoring and Steering Committees,</li> <li>- Support for institutions involved in the implementation of micro project facility,</li> <li>- Purchase of external expertise required by the programme,</li> <li>- Audits and on-the-spot checks of operations</li> </ul>
<b>ELIGIBLE COSTS</b>	<p>Staff costs  Travel costs  Equipment  Meetings  Promotion  External services  Other TA costs</p>
<b>FIELDS OF INTERVENTION:</b>	411 – Preparation, implementation, monitoring, publicity
<b>CATEGORIES OF FINAL BENEFICIARIES:</b>	<p>Institutions participating in the implementation of the programme:</p> <ul style="list-style-type: none"> <li>- Managing and National authorities,</li> <li>- Joint Technical Secretariat (including NCP),</li> </ul>

	<ul style="list-style-type: none"> <li>- Paying Authority, Sub-paying Authority,</li> <li>- Intermediate Bodies (PI)</li> <li>- Euroregions (PI),</li> <li>- Info Points (SK)</li> </ul>
<b>OUTPUT INDICATORS</b>	Establishment of Joint Technical Secretariat (including NCP), Micro-project Facility fully operational, Monitoring and control systems established
<b>RESULT INDICATORS</b>	Achievement of genuine common management of programme (decisions taken by the two sides working together at all stages of the management process), Effective functioning of the programme measured by the relation between the total number of projects approved and the total number of projects successfully completed

**Measure 3.2**

<b>OPERATIONAL PROGRAMME</b>	<b>INTERREG III A POLAND – SLOVAK REPUBLIC COMMUNITY INITIATIVE PROGRAMME</b>
<b>PRIORITY 3</b>	<b>TECHNICAL ASSISTANCE</b>
<b>MEASURE 3.2</b>	<b>PROGRAMME PUBLICITY AND EVALUATION</b>
<b>CO-FINANCING LEVEL FROM ERDF</b>	75% (non- repayable direct assistance)
<b>RATIONALE</b>	<p>Categories of Technical Assistance eligible for support from the Structural Funds are defined in the Commission Regulation no 448/2004 of 10 March 2004. According to rule 11 of this Regulation, TA is calculated separately for the expenditure related to administration, implementation, monitoring, and control of the programme on the one hand and other expenditure (such as studies, seminars, information actions, evaluation etc.) on the other. Based on these two categories, the Priority 3 – Technical Assistance is split up into two measures.</p> <p>The Monitoring Committee is the responsible and decision-making body for the TA.</p>
<b>MAIN OBJECTIVE</b>	Supporting information and promotion activities with a view to effectively using available resources for development of cross—border co-operation.
<b>SPECIFIC OBJECTIVES:</b>	<ul style="list-style-type: none"> <li>- Informing potential beneficiaries of the projects about programme objectives and rules,</li> <li>- Informing public opinion about the role of the EU in the promotion of cross-border co-operation,</li> <li>- Enabling appropriate evaluation of the effectiveness of the programme implementation and its results,</li> <li>- Ensuring co-ordination with other programmes co-financed by the EU including other Interreg programmes</li> </ul>
<b>TYPES OF ACTIVITIES:</b>	<ul style="list-style-type: none"> <li>- Preparation of guidelines for applicants,</li> <li>- Setting up and functioning of the programme website,</li> <li>- Preparation of newsletters and other informational materials,</li> <li>- Organisation of training sessions and informational meetings,</li> <li>- studies and analyses relating to evaluation of programme effectiveness, including an ex-post evaluation, acquisition and installation of a computerised system for management, monitoring and evaluation.</li> </ul>
<b>ELIGIBLE COSTS</b>	<p>Staff costs  Travel costs  Equipment  Meetings  Promotion  External services  Other TA costs</p>
<b>FIELDS OF INTERVENTION:</b>	<p>412 – Evaluation  413 – Studies  415 – Information to the public</p>
<b>CATEGORIES OF FINAL</b>	<p>Institutions participating in the implementation of the programme:</p> <ul style="list-style-type: none"> <li>- Managing and National authorities,</li> <li>- Joint Technical Secretariat (including NCP),</li> <li>- Euroregions (PI)</li> </ul>

<b>BENEFICIARIES:</b>	- Info Points (Sk) Joint Technical Secretariat is responsible for all actions undertaken under Measure 3.2.
<b>OUTPUT INDICATORS</b>	Number of promotional events Number of newsletters produced Establishment of programme website
<b>RESULT INDICATORS</b>	Extent to which the programme has met its quantified and qualitative targets at priority and measure level.

## **2. Cross-cutting themes**

The main aspects of compliance with Community policies have been described in the section 3.4 of the CIP. When preparing and implementing the projects within all Measures of the Programme due attention should be paid to the following cross-cutting themes:

- **Equal opportunities,**

In the planning phase, implementation as well as monitoring and evaluation of the operations the equality between women and men should be promoted with a view to overcoming existing disparities. The programme should aim to ensure equal access to the opportunities offered, regardless of the gender, disability or ethnic origin.

- **Environment protection,**

The Polish-Slovak border region is known for its outstanding environmental quality with large mountainous areas covered with forests and with abundant water resources. There are many valuable natural sites protected by law. These characteristics predispose the region to development of tourism and recreational activities. In this context the protection of the environment is of particular importance. The activities undertaken within the programme should seek to utilize appropriately the environmental strengths of the cross-border area without reducing its environmental quality. The environmental sustainability principle (in sense of combining economic growth with environment protection) is to be promoted within all Measures of the programme and the Measures need to be adjacent with EU environmental directives, especially Environmental Impact Assessment Directive and Habitat Directive.

- **Information and Communication Technology,**

The CIP does not include a separate Measure dealing specifically with promotion of information and communication technology. Nonetheless, as development of Information Society is considered as one of the main factor of economic development in the EU, the use and development of information and communication technologies should be, as far as possible, promoted within the Programme.

During the assessment process the compliance of the project proposals with the above horizontal policies will be verified, operations with stronger impact will be better ranked.

### **3. Project selection procedure including selection criteria**

As defined in the Commission guidelines the purpose of Interreg III A is cross-border co-operation between neighbouring authorities aiming at development of cross-border economic and social centres through joint strategies for sustainable territorial development. The global objective of the Interreg III A Poland – Slovak Republic CIP (to support integrated and sustainable economic, social and cultural development of the Slovak-Polish border region) reflects these aspirations. Poland-Slovak Republic Interreg programme is therefore focused on development of cross-border co-operation, consequently as a general rule, in all operations at least two partners from both countries should take part. Nonetheless, this provision does not exclude projects leading to infrastructure investments and implemented on one side of the border to have one partner only. In such a case significant cross-border impact of the project needs to be clearly proven. The partners must come from the eligible area, the activities undertaken within the projects must also be implemented in the border region. If some project activities are to be located outside the eligible area because of their considerable impact on project effectiveness this need to be described in the application form. Due to the fact that Polish regional authorities are situated mostly in regional capitals or other regional centres situated outside the eligible area they may act as project partners under the condition that interested authority has competences in the eligible area and project activities will be performed within it. Only public institutions coming from the three border regions (NUTS II) can submit the application, the project can be implemented through their branches or agencies located in the eligible area (NUTS III).

Interreg Contact/Info Points located within the structures of regional governments in the regions belonging to the border area will play essential role in the project development process. Programme officers will advise potential beneficiaries on programme requirements and provide assistance in filling in the application form. The Contact/Info Points will co-operate with the Joint Technical Secretariat as well as Managing/National Authority in order to ensure efficient programme implementation. Programme seminars will be organised regularly enabling project partners to get in touch and consequently develop joint proposals. Application form and guidelines for applicants will be available from the Contact/Info Points and JTS, the applicants will also be able to download these documents from the programme website.

Applications are to be submitted directly to the Joint Technical Secretariat (paper copies and electronic version), where they will be immediately encoded into the monitoring system. A copy of the application form shall be sent also to the relevant Contact Point in PL and to the NCP as well as relevant self-governing region (HTU) in the SR. In the Polish - Slovak Interreg III A programme rolling project application system has been chosen. Applications will be placed on the agenda of the Steering

Committee meetings if they are received by a specified date prior to meeting, closing dates for applications as well as the dates of the Steering Committee meetings will be announced. The JTS prepares summary description of the project proposals in the form of “info sheet” before the Steering Committee meetings.

After receipt of the application forms Joint Technical Secretariat (in cooperation with NCP<sup>1</sup> in Slovak Republic) checks project proposals according to the following **formal criteria**:

- project is submitted in Polish or Slovak language (1 original printed version and 2 copies as well as electronic version),
- project is complete (all items are filled in),
- project has all required annexes (up to date at project submission),
- project is signed by the applicant,
- the application is computer typed

After the formal check the Joint Technical Secretariat (in cooperation with NCP in Slovak Republic) verifies the project proposals against the **eligibility criteria**:

- eligibility of the applicant (the applicant belongs to the category of final beneficiaries defined in the Programme Complement),
- compliance with Priority and Measure defined in the CIP,
- eligible costs,
- location in the eligible area,
- project confirmed to be completed within the time-frame of the Programme,
- max. co-financing from ERDF is 75% of the eligible project costs,
- compliance with EU state aid provisions,
- no overlapping or duplication with other EU programmes,
- readiness to implement in accordance with proposed work programme.

All project proposals not fulfilling the formal and eligibility criteria will be rejected. The reasons of non-acceptance of the proposal must be communicated to the applicant and to the Steering Committee. Formally accepted projects will be assessed according to the quality criteria, the assessment will be done by JTS in co-operation with experts from the regions belonging to the border area. The result of the evaluation is the ranking list of projects, which will be sent to the Steering Committee members.

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<sup>1</sup> JTS being responsible for formal and eligibility check co-operates in this process with Slovak Higher Territorial Units and Polish Marshal Offices

**Specific project selection criteria** including rating system are presented in the table below:

<b>I.</b>	<b>Project impact</b>	<b>Max 60</b>
1	Cross-border impact and level of partnership: <ul style="list-style-type: none"> <li>foreign partner is involved in project preparation</li> <li>foreign partner is involved in project implementation</li> <li>foreign partner has a financial contribution to the project</li> <li>project creates basis to develop cross border co-operation</li> </ul>	Max. 35
2	Regional impact: <ul style="list-style-type: none"> <li>economic impact (e.g. strengthening competitiveness)</li> <li>social impact (e.g. preservation of the cultural heritage, raising qualifications)</li> <li>compliance with regional development strategies/development plans</li> <li>links with other projects</li> </ul>	Max. 15
3	Cross-cutting themes: <ul style="list-style-type: none"> <li>equal opportunities,</li> <li>integration of discriminated/handicapped social communities</li> <li>effect on the environment; conformity with EU environmental directives, in particular EIA and habitat Directives</li> <li>information and communication technology</li> <li>example of good practice</li> </ul>	Max. 10
<b>II.</b>	<b>Project feasibility</b>	<b>Max. 35</b>
1.	Quality and logic of project design (including indicators of achievement and implementation schedule)	Max. 15
2.	Applicant's management capacity	Max. 10
3.	Budget (to what extent are the proposed expenditures necessary for the implementation of the project and correspond to the market prices?)	Max. 10
<b>III</b>	<b>Project sustainability</b>	<b>Max. 5</b>
1	Long-term organisational and financial sustainability	Max. 5
	<b>Total</b>	<b>Max. 100</b>

The Steering Committee takes final decision on approval or rejection of projects taking into account the results of the evaluation done by JTS in co-operation with regional experts. The JTS will inform the applicants about the Steering Committee decisions.

## **4. Micro Project Facility**

Small projects of people to people type will be implemented within the Measure 2.3 (Support for local initiatives). Taking into account that large number of micro projects is anticipated, special Micro Project Facility has been designed in order to facilitate the operation of the programme by creating flexible structures and offering fast decision making process. This institution will replace the Small Project Fund that has operated under the Polish-Slovak Phare Cross Border Co-operation Program since 2000 and will use its experience and structures existing therein.

Micro Project Facility (MPF) is managed on the Polish side by three Euroregions: Karpacki, Tatry and Beskidy and on the Slovak side by two Higher Territorial Units (HTU - in Zilina and Presov). These institutions are responsible for: training applicants, collecting projects, formal and technical assessment, monitoring the project implementation, verifying settlements of accounts, collecting and passing information regarding the project implementation. Some of the financing designated for management activities shall be covered from the Technical Assistance budget.

Guidelines specifying all details regarding the conditions and manner of submitting, approving and implementing projects, assessment criteria, application forms, etc. shall be prepared by JTS in cooperation with the management units (euroregions and HTUs) and published on the programme websites.

The substantial elements of the operation of the MPF are described below.

### **Conditions of Granting Support**

In order to obtain support, projects must meet the following conditions:

- Only those projects which contribute to the improvement of the Polish-Slovak cross-border cooperation shall be supported;
- The applicant must belong to the category of final beneficiaries defined in the Programme Complement,
- The applicant must be located in the eligible area as specified in CIP;
- The eligible project must have a partnership nature, i.e., the applicant will indicate a partner on the other side of the border (a Polish or Slovak partner), who will participate in the implementation of the project.
- The partners (foreign and domestic) must meet the same criteria as the applicant.
- The duration of the project does not exceed 12 months.
- The value of the ERDF support to the project must be between 2000 and 20000 EUR.

- At least 25% co-financing of the project needs to be ensured.
- Activities undertaken as part of the project should take place in the eligible area as specified in CIP (only in exceptional and appropriately justified cases, such activities may extend beyond the eligible area).
- The project that is supported from another EU-programme shall not be eligible for financing from the Micro Project Facility.

### **Procedure for Filing, Assessment and Selection of Projects**

Each management unit (Euroregions and HTUs) will submit an “umbrella” project on the MPF to the JTS in appropriate form. It will be evaluated, similarly to other projects, by the Steering Committee. After its approval each unit will be responsible for MPF implementation. (In the Slovak Republic the HTUs will administer the MPF, e.g. preparation of call for proposals, whereas contracting and financial processes are under the responsibility of the National Authority).

Application forms may be obtained from offices of the above units. They are also available on programme websites.

Projects may be submitted following the Call for Proposals, issued by the management units. Applications should be prepared in Polish or Slovak language and submitted in the management unit (one original printed version with a copy as well as electronic version).

The management units systematically organize seminars for applicants (at least twice a year each). JTS assists in the organization of these seminars. The management units are responsible for carrying out assessment (formal and technical) of the projects.

### **Formal Assessment**

Each received application is registered in the office of the management unit and checked for compliance with formal requirements.

#### **1) Administrative Compliance:**

- The application is submitted in one original printed version with a copy together with an electronic version accordingly in Polish or Slovak language,
- The application is complete,
- The application is signed by the applicant,
- The foreign partner's statement is duly signed,
- The application has all required annexes,

#### **2) Qualification criteria**

- Eligible applicant and other partners

- Eligible costs and value of the project,
- Proper location of the project,
- The duration of the project does not exceed the admissible deadline,
- The amount of the support applied for does not exceed 75% of the total eligible cost of the project.

In the event that any formal errors are discovered, the unit shall inform applicants thereof in writing. In such a case the applicant must correct its project till defined deadline. Only those projects which meet all formal criteria shall be subject to technical assessment.

### **Technical assessment**

The management units carry out the technical assessment of the projects.

The main criteria of the technical assessment of applications are as follows:

- cross-border impact,
- role of the foreign partners,
- methodology of operations (including indicators of achievement of goals and products),
- durable impact of the projects,
- cost efficiency,
- beneficiary's capacities with respect to the project implementation,
- value-added effects of the projects, such as: innovative approach, standards to be followed, propagation of equal opportunities

On the basis of the assessment a ranking list of projects is prepared.

### **Selection and Approval of Projects**

All projects that fulfilled the formal requirements and were technically assessed are made subject, together with such an assessment, of the debate of the Steering Subcommittee. The Subcommittee receives also information on the projects rejected for formal reasons. The Subcommittee is composed of the representatives of Poland and Slovakia (the rules of procedure of the Subcommittee will be approved by the Monitoring Committee). The Steering Subcommittee will make the final decision concerning the granting of the support and the amount thereof, taking into account recommendations of the management units. The subsidy contracts are signed between the beneficiary and the relevant management unit. In Poland the contract will be signed by the relevant Euroregion and in the Slovak Republic by the National Authority.

The project shall be implemented by the applicant in accordance with the terms of the subsidy contract and the approved application.

## **5. Information and communication strategy**

In accordance with the provisions of Art. 18 and 46 of the Regulation No. 1260/1999, dated June 21, 1999 and No. 1159/2000, dated May 30, 2000, concerning the method of disseminating information and promoting activities supported by the Interreg Initiative, the EU member states are obliged to widely disseminate information about the sources of such support.

Informational and promotional activities with respect to the assistance provided under the program that are undertaken on the Polish and Slovak sides are presented in the form of an **action plan** formulated in accordance with Art. 18 of the Regulation No. 1260/1999 and comprising:

1. the objectives of the activities;
2. groups to which such activities are addressed;
3. units responsible for the implementation of such activities;
4. estimated budget;
5. strategy and assumptions concerning the anticipated effects of specific informational activities;
6. criteria of assessment of the efficiency of the activities taken.

Ad 1) Information and promotion with respect to the assistance provided under the Interreg Initiative is intended to increase social awareness and transparency of the EU activities (in particular, for potential and final beneficiaries), as well as to disseminate full information about the above initiative in all countries covered by the program. The detailed goals, products and activities will be presented in point 6).

Ad 2) Recipients of information and promotional activities with respect to assistance provided under the program

- potential beneficiaries of the programme , including among others:
  - regional and local authorities and other relevant public authorities;
  - economic and social partners,
  - non-governmental organizations, and in particular institutions promoting equality between men and women and environmental organizations;
- contact points on the Polish and Slovak sides (respectively: Marshal Offices and Regional Development Agencies operating as Info points)
- Intermediary bodies – HTUs, euroregions
- media (newspapers, radio, TV);

- the public.

Ad 3) The Managing Authority (MA) shall be responsible for informing potential beneficiaries about possibilities to obtain support and for promoting the entire program and its results. In this respect the Managing Authority avails itself of the assistance of the Joint Technical Secretariat (JTS) and Contact Points (IP) located on the Polish side (Marshal Offices of Podkarpackie, Małopolskie and Śląskie regions) as well as on the Slovak side (2 Regional Development Agencies- Dolný Kubín, Svidník and Intermediary bodies - Higher Territorial Units - HTU). Additionally, on the Polish side the following Euroregions: Karpacki, Tatry and Beskidy shall be involved in the informational policy relating to the Micro Project Facility as well as HTU Žilina and Prešov in the Slovak Republic.

Within the JTS one person will be appointed to carry the overall responsibility for providing information and promoting the program. His/her actions will be supported by other units involved in program implementation and management (info points, Euroregions, HTU). The MA shall inform the European Commission about the person appointed.

The persons in charge shall collect and process information concerning the possibilities to obtain support from the program, as well as concerning the projects that have already been completed. JTS will place such information on the website devoted to the program, which is updated, as necessary.

JTS/NCP, in cooperation with CP and HTU, organizes training sessions for potential beneficiaries at least twice a year (training sessions concerning micro projects shall be organized by Euroregions on the Polish side and the HTU on the Slovak side).

Twice a year JTS will publicise announcements in the nationwide newspapers concerning the possibilities to submit applications under the program.

JTS/NCP shall be responsible to prepare brochures, leaflets and electronic newsletters. The brochures and leaflets shall be disseminated by the Regional European Information Centres and Info Points on the Polish and Slovak sides, as well as the Joint Technical Secretariat. The electronic newsletter shall be sent by the JTS to the persons who subscribed for it.

The fund's promotion shall be carried out in cooperation with the European Commission. MA shall be obliged to inform the Commission annually about the initiatives undertaken with respect to informational and promotional efforts.

Technical Secretariat shall ensure, in particular:

- publication of full information concerning the program on a website, including the indication of the level of involvement of the programme means,
- circulation of documents and making them available to the persons that request them,
- publication of the abbreviated information concerning the program in brochures and leaflets,

- preparation of annual and final reports for the European Commission and semi-annual reports on the implementation of the program for the MA and the PA .
- implementation of informational activities with respect to the management, monitoring and assessment of the program.

Monitoring Committee review and approve annual and final reports concerning the assistance provided prior to sending them to the European Commission. Such reports contain information on the actions undertaken by MA and the Monitoring Committee to ensure quality and efficiency of the activities undertaken to promote the fund.

Ad 4) Financial resources designated for informational and promotional activities are included in the financial plan in the CIP and Programme Complement under technical assistance pursuant to the Regulation of the European Community No. 1260/1999.

Ad 5) Strategy and assumptions concerning the anticipated effects of specific informational activities are presented in point 6 in the form of indicators of the achievement of goals and products.

Ad 6) The activities taken shall be assessed according to the following criteria:

- purposefulness;
- effectiveness;
- efficiency;
- usefulness;
- durability.

In order for this assessment to be carried out, it is necessary to conduct monitoring encompassing the collection of data, the analysis of such data and the specification of indicators for the product and direct objective as well as recommendations with respect to potential remedial actions, if necessary.

Below please find the specification of the indicators of the achievement of objectives and outputs as well as the basic indicators that specify the level of dissemination of information on activities supported from the program, such that it is possible to measure the effects of informational and promotional activities approximately one year after the commencement thereof.

Overall objective:

*To increase social awareness and transparency of the EU actions (in particular, for potential and final beneficiaries), and to disseminate full information concerning the Interreg III A Poland – Slovak Republic Programme.*

Immediate objectives:

1. spreading knowledge on how to apply for financing from the program in a maximum group of potential beneficiaries in Poland and Slovakia.

2. improving the EU's image by way of propagating information in Poland and Slovakia on the advantages arising from the implementation of the Initiative.

Indicators for immediate objectives:

- at least 10,000 potential beneficiaries in Poland and Slovakia will be informed about a possibility to apply for support from the program; the indicator will be measured on the basis of the number of people participating in the training sessions and the number of leaflets and brochures handed out.
- the number of people visiting the website devoted to the program per annum will be at least 500.
- there will be at least 3 radio and/or TV shows devoted to the programme on the Polish and Slovak side,
- the number of the applications for support from the program: at least 30 each year (excluding the Micro Project Facility).

**Outputs:**

- website created by the JTS and containing:
- information in the Polish and Slovak languages about the main program documents: the Community Initiative Program and the Program Complement,
- contact details of all organizations involved in the implementation of the program,
- up-to-date information on the status of project implementation, the list of the approved projects with the amount of the support granted,
- the schedule of the upcoming actions, including the dates of Steering Committee meetings and closing dates for applications,
- links to other websites concerning the EU aid, as well as the operation of the EU.
- answers to the questions that are most often asked about the support.
- vademecum for applicants (information package in the Polish and Slovak languages) encompassing:
  - Principles of operation of the program,
  - Guidelines for applicants,
  - Information about the possibilities to obtain support as part of the program,
  - Application form with necessary attachments,
  - Instruction how to fill out the application, and
  - Information on reporting the results of the support.

- electronic newsletter in two languages issued semi-annually. Subscriptions are submitted online. JTS shall be responsible for sending the newsletter to all interested parties free of charge.
- informational materials in two languages e.g. brochures, leaflets, CD-ROMs concerning the program,
- At least twice a year, training sessions and informational seminars shall be organized for target groups in all areas encompassed by the program, provided that notice thereof shall be first given to the units involved in the implementation of the program and next to potential applicants, beneficiaries and other interested parties (including media). The estimated number of participants will be 200 persons per year. In the case of the Micro Project Facility, training sessions shall be organized on the Polish and Slovak side at least 5 times a year (the minimum number of people trained – 400).

**Activities:**

- providing information supplied by all organizations involved in the implementation of the program and the beneficiaries regarding the status of the implementation of the program, including the results of the debates of the Steering and the Monitoring Committees on an ongoing basis, to the public through the website, brochures, newsletters;
- close cooperation with media in both countries (radio, TV, press) with respect to the substantial information concerning support under the program, including the presentation of model or pilot projects;

JTS shall be responsible for:

- publishing at least 5000 brochures and leaflets;
- issuing 5000 posters and other promotional products with EU logo;
- issuing 500 CD-ROMs concerning the program;
- preparing a semi-annual issue of the electronic newsletter and sending it to the interested parties.

Once a year reports on the monitoring process related to the implementation of informational and promotional activities shall be prepared. Upon the completion of the program, a final monitoring report shall be made.

The results of the assessment, pursuant to Art. 40, item 1 of the Regulation No. 1260/1999, are made publicly known, if requested.

All projects will be required to display the European emblem and acknowledge the involvement of the ERDF. The beneficiaries will be informed about the regulations regarding the dissemination of

information. During the process of monitoring the implementation of projects, due attention is paid to the observance of such regulations in marking the projects.

## **6. Computerised exchange of data**

According to Article 34 of the regulation 1260/1999 the Managing Authority shall be responsible for setting up a system to gather reliable financial and statistical information on implementation for the monitoring indicators and for evaluation as well as for forwarding these data to the Commission, using where possible computer system permitting the exchange of data with the Commission. The Managing Authority will co-operate with Slovak National Authority in order to assure co-ordination of electronic data collection systems.

Computer system for monitoring and control of the programme is being developed. Due to its complexity the system is not fully operational at the beginning of programme implementation, therefore an interim solution is used. The simplified system for collection of data has been prepared and is fully operational.

The system ensures:

- appropriate, efficient and transparent management of the financial resources available within the programme,
- monitoring of financial indicators of the activities implemented with support from structural funds,
- monitoring of the physical effects of the implemented projects.

Monitoring reports prepared by the beneficiaries will be gathered and stored in the system. This data will be aggregated and completed at the higher level of the programme implementation.

## 7. Financial plan

	Percentage	Total eligible costs 2=3+7	Public expenditure			
			Total public expenditure 3	Community participation		National public participation 6
				Total 4	ERDF 5	
Priority 1	55,00%	14 667 928	14 667 928	11 000 946	11 000 946	3 666 982
Measure P1/M1	30,00%	8 000 688	8 000 688	6 000 516	6 000 516	2 000 172
Measure P1/M2	25,00%	6 667 240	6 667 240	5 000 430	5 000 430	1 666 810
Priority 2	38,00%	10 134 205	10 134 205	7 600 653	7 600 653	2 533 552
Measure P2/M1	10,85%	2 892 338	2 892 338	2 169 254	2 169 254	723 084
Measure P2/M2	17,15%	4 574 968	4 574 968	3 431 226	3 431 226	1 143 742
Measure P2/M3	10,00%	2 666 899	2 666 899	2 000 173	2 000 173	666 726
Priority 3	7,00%	1 866 827	1 866 827	1 400 120	1 400 120	466 707
Measure P3/M1	5,29%	1 411 764	1 411 764	1 058 823	1 058 823	352 941
Measure P3/M2	1,71%	455 063	455 063	341 297	341 297	113 766
<b>TOTAL</b>	<b>100%</b>	<b>26 668 960</b>	<b>26 668 960</b>	<b>20 001 719</b>	<b>20 001 719</b>	<b>6 667 241</b>

The ERDF contribution has been calculated on the basis of the total public expenditure. In Poland national co-financing for measures 1.1, 1.2, 1.3, 2.1, 2.2 will be provided exclusively by beneficiaries. For measure 2.3 (micro projects) a part of the co-financing will be provided by the state budget (up to 10% of the total micro project value, subject to the procedure annually published by the Ministry of Economy and Labour). The TA budget co-financing (measures 3.1 and 3.2) will be fully covered by the state budget. In Slovakia, non-repayable direct assistance - 75 % from ERDF. The state budget contribution amounts to 20 % and co-financing from the final beneficiary amounts to 5 % (including HTU, NGO etc.). In case where the final beneficiary belongs to the state resort (state budgetary organizations, state budget assisted organizations), the whole co-financing is ensured from the state budget (25 %), i.e. the final beneficiary receives 100 % contribution of total eligible costs. The same conditions also apply to micro-projects facility.