

# General Introduction to the Call for Proposals for Sub-projects of the LoCaRe Project

## 1. DEFINITION

The project Low Carbon Economy Regions – LoCaRe – is a project running in the framework of INTERREG 4 C. The objective is to develop low carbon solutions at regional and local level and contribute to economic growth at the same time.

6 European Regions are working together in the project to reduce CO2 emissions regionally and locally. The regions will work with three strategic themes being New Climate, New Energy and New Leadership. Local authorities will be invited to participate and work together in sub-projects, dealing with use of renewable energy in local energy systems, carbon capture and carbon storage, procurement practices, low carbon territorial planning and empowerment of citizens.

The six regions are: Region Syddanmark (Southern Denmark), Region Västra Götaland (Western part of Sweden), Principality of Asturias (Northern Spain), Region Emilia-Romagna (North Eastern part of Italy), Gorenjske (Statistical Region of Slovenia) and Province of Zeeland (Western part of the Netherlands). For contact details, please see “Instructions for completing the Application Form” or [www.locareproject.eu](http://www.locareproject.eu).

LoCaRe is a mini-programme. As defined in section 4.4.1 of the INTERREG IVC Operational Programme, mini-programmes are “*projects with a limited number of partners developing a joint framework for interregional cooperation that will be implemented through a limited number of sub-projects that are developed via calls for proposals in the participating regions.*”

**The sub-projects should have a particular focus on the exchange of experience and they should demonstrate how they will contribute to improving regional/local policies or instruments.**

The sub-projects must demonstrate in which ways support to beneficiaries will enhance existing publicly funded provision, thus avoiding duplication.

The sub-projects must demonstrate that the project is accessible to all and ensure that nobody is excluded because of their gender, race, age, religion, disability or sexual orientation.

Sub-projects have to comply with public procurement rules whose relevant proof will be required on first and second level control.

## 2. Call features and aim of the sub-projects

The project will launch one open single call for proposals containing 5 sub-themes:

- Development and use of renewables in local energy systems
- Carbon Capture and Carbon Sinks
- Sustainable Procurement Practices
- Low Carbon Territorial Planning

- Empowerment; Public as a driver for Low Carbon Economy

Details on the sub-themes such as aim, target groups, possible participants and outcomes and indicators are described in separate Terms of Reference, included in section 2 of this Call for Proposals.

### **3. Number of projects, project size and funding rate**

The number of sub-projects in the mini-programme is limited to a maximum of 12.

The recommended project size (European Regional Development Fund (ERDF) co-financing + own co-financing combined) is between 200.000 and 400.000 Euro.

The ERDF co-financing provided for sub-project participants depends on the country they are located in. For Denmark, Italy, The Netherlands, Sweden and Spain the ERDF co-financing rate is 75%.

For Italian Sub-project partners (only Public Authorities and bodies governed by public law) the 25 % national co-financing is provided by the Fondo di Rotazione (Contact: Emilia Romagna).

The ERDF co-financing rate for Slovenia is 85% and the Slovenian National State represented by the Government office for Self-Government and Regional policy provides 10% of the co-financing which leaves 5% own co-financing to sub-project partners. (Contact: BSC Kranj)

### **4. Duration of the sub-project**

Each sub-project lasts for a minimum of one year and a maximum of two years starting 1<sup>st</sup> January 2011 at the earliest and ending 31<sup>st</sup> December 2012 at the latest.

### **5. Submission of Application and time schedule for assessment**

Applicants must use the LoCaRe Application Form. The project proposals must be submitted in English. The deadline for submission is 1<sup>st</sup> October 2010 at 12:00.

The original applications for Sub-projects must be sent to the LoCaRe project manager by regular mail and by e-mail.

Electronic versions have to be sent to the Region of Southern Denmark no later than 12:00 on 1<sup>st</sup> October 2010. Electronic versions arriving after that date/time will not be considered.

Hard copies have to be sent, duly signed, by regular mail to the LoCaRe Project Manager Helle Knudsen and have to be post-stamped on 1<sup>st</sup> October 2010 at the latest. Applications in envelopes stamped after that date will not be considered.

Contact:

**LoCaRe Project Manager**  
**Helle Knudsen**  
**Region of Southern Denmark**

**Damhaven 12**  
**DK-7100 Vejle**  
**e-mail: [helle.knudsen@regionsyddanmark.dk](mailto:helle.knudsen@regionsyddanmark.dk)**

The Steering Committee will assess the proposals in November 2010. It is planned to sign the subsidy contracts in December 2010. The approved sub-projects should start in January 2011.

## **6. Decision process**

### **Step 1) Eligibility criteria**

Participants in the sub-projects can be either local authorities or bodies governed by public law, for example universities, schools, development organisations and NGOs.

Definition of body governed by public law:

*Body governed by public law according to Directive 2004/18/EC, Art. 1 means any body:*

- (a) established for the specific purpose of meeting needs in the general interest, not having an industrial or commercial character;*
- (b) having legal personality; and*
- (c) - financed, for the most part, by the State, regional or local authorities, or other bodies governed by public law;*
  - or subject to management supervision by those bodies;*
  - or having an administrative, managerial or supervisory board, more than half of whose members are appointed by the State, regional or local authorities, or by other bodies governed by public law.*

Each sub-project will include a minimum of three partners covering minimum three out of the six regions represented by the LoCaRe project partners.

The sub-projects partners have to be located on the territory of the main project partners (please see list of partners above).

Eligible costs are staff costs, administration costs, travel and accommodation costs as well as equipment and external expertise and services (please see Application form)

Only projects sent to the project manager before deadline and duly described according to the LoCaRe Application Form are eligible. LoCaRe representatives can ask applicants for additional information regarding the application.

If a partner in the sub-project belongs to the administration/organisation of a LoCaRe partner-region, integrity will be ensured in such a way that the applicant is in no way involved in the assessment of received project proposals. In that case the applicant from the LoCaRe Region has to complete and sign an integrity declaration.

### **Step 2) Quality assessment**

The Steering Committee will be responsible for the assessment of the project proposals and select the sub-projects according to the core rules of the Interreg IV-C programme.

The following selection criteria will be applied:

- Relevance of theme

- Relevance of approach
- Relevance of results
- Relevance of partnership
- Budget
- Ability of management and co-ordination of the lead partner of the sub-project
- Sustainability of the project once the current funding ceases
- Communication and dissemination

The decision by the Steering Committee will be based on consensus. In case no consensus can be reached decisions will be taken based on a majority of votes. Each Region as well as the Chairman has one vote. In case of stagnation of votes, the representative of the Lead Partner decides.

## **7. Contracting of the sub-projects**

The LoCaRe Lead Partner (Southern Denmark) signs a partnership agreement with each lead partner of the approved sub-projects. The Lead partners of the sub-projects sign a partnership agreement with the other partners in their sub-project.

For co-funding provided for sub-project participants in Italy and Slovenia, please see section 3 "Number of projects, project size and funding rate".

## **8. Reporting procedure.**

The expenditure for sub-projects has to be reported every 6 months in a progress report.

- a) Each sub-project partner (including the lead partner of the sub-project) prepares a report and ensures that its reported activities and expenditure are certified by an independent controller in compliance with the country specific control requirements.

Each sub-project partner sends this report (incl. the control confirmation) to the sub-project lead partner with a copy to its corresponding LoCaRe-project partner located in the same region.

- b) The sub-project lead partner compiles a joint report for the whole sub-project, based on the activity report and the expenditure certified by the sub-project participants, and provides it to the LoCaRe Lead Partner (Southern Denmark).
- c) The controller of the sub-project's lead partner performs the checks on the sub-project partner's activities and expenditure and in addition, verifies that the information provided by the sub-project partner has been verified and confirmed by an independent control body in compliance with the country specific control requirements.
- d) The LoCaRe Lead Partner (Southern Denmark) reports to the Interreg Managing Authority /Joint Technical Secretariat in Lille.

## **9. Payment procedures**

After having received the payments from the Certifying Authority, the LoCaRe Lead Partner (Region Southern Denmark) transfers the appropriate amounts directly to all sub-project participants, including the lead partners of the sub-projects. All payments will be made in Euro.

The costs (only travel and accommodation) for preparing an application can be covered if the Sub-project is approved by the Steering Committee. The reimbursement of preparatory costs, based on a specified declaration, cannot exceed 5.000 € per sub-project.

## **10. Dissemination of sub-projects results**

Sub-projects partners will be invited to conferences, workshops, working groups meetings and site visits to ensure exchange of experiences, dissemination of good practices and co-ordination between activities organised by partner regions and within the sub-projects. Costs for these activities can be covered by the Sub-project during its implementation.

Sub-projects partners will be invited in the end-of project conference in 2013 to present their findings and participate in further discussion about possible implementation routes for Low Carbon Economies.