

1. GENERAL INFORMATION

1.1 Basic information about the call for proposals

The Center of European Projects (CEP), acting as the Intermediate Body (IB) of the Operational Programme Knowledge Education Development (OP KED), hereby announces the call for proposals No POWR.04.03.00-IP.07-00-004/16 for projects with a transnational component, implemented under the Common Framework under Priority Axis IV *Social innovation and transnational cooperation*, Measure 4.3 Transnational cooperation, of OP KED.

Applications for co-financing may be submitted under the six themes:

1. Modernisation of labour market institutions, such as public and private employment services, and improving the matching of labour market needs, i.a. through actions that enhance transnational labour mobility as well as through the mobility schemes and better cooperation between institutions and relevant stakeholders;¹
2. Enhancing access to affordable, sustainable and high-quality services, including health care and social services of general interest;
3. Promoting social entrepreneurship and vocational integration in social enterprises as well as the social and solidarity economy in order to facilitate access to employment;
4. Enhancing equal access to lifelong learning for all age groups in formal, non-formal and informal settings, upgrading the knowledge, skills and competences of the workforce, and promoting flexible learning pathways, including through career guidance and validation of acquired competences;
5. Improving the labour market relevance of education and training systems, facilitating the transition from education to work, and strengthening vocational education and training systems and their quality, including through mechanisms for skills anticipation, adaptation of curricula and the establishment and development of work-based learning systems, including dual learning systems and apprenticeship schemes;
6. Investment in institutional capacity and in the efficiency of public administrations and public services at the national, regional and local levels with a view to reforms, better regulation and good governance.

¹ This call for proposals does not provide for financing of mobility measures, which may be implemented exclusively under the OP KED Measure 4.2. *Transnational mobility programmes*.

Applications for co-financing will be accepted between 26 and 30 September 2016, in line

with the conditions described in the Rules of the Call for Proposals. Applications submitted before the starting and after the closing date of the call for proposals will be rejected at the stage of formal evaluation.

1.2 Amount allocated for the call for proposals

The amount allocated for the call for proposals is PLN 20,876,120.00 (of which the maximum amount of co-financing – **PLN 20,249,836.00**).

After the call for proposals is resolved, the authority organising the call for proposals may increase the amount allocated for co-financing of the projects under the call for proposals.

1.3 Objective and subject of the call for proposals

The objective of the call for proposals is to develop and implement new solutions, created in cooperation with foreign partners in the thematic areas in which the call for proposals is organised.

The call for proposal covers projects with a transnational component, implemented under the Common Framework, i.e. a call for proposals coordinated at the European level, which defines the main principles and areas of action.²

Projects with a transnational component implemented under the Common Framework are projects the objectives, outputs and results of which are related to transnational cooperation and demonstrate the added value and effects of such cooperation, and result in development³ and implementation of a new solution. Such projects are obligatorily implemented in transnational partnership, in line with the reciprocity principle. The applicant must register in the Database and sign a transnational cooperation agreement which is attached to the application for co-financing and entered into the Database.

The projects submitted under the call for proposals should contribute to the achievement of the OP KED objectives. In particular, they should contribute to attainment of the specific objective of Measure 4.3 *Implementing new solutions, in particular in the area of promoting labour force participation, lifelong learning, creation and implementation of public policies, thanks to cooperation with foreign partners.*

2. CALL FOR PROPOSALS REQUIREMENTS

2.1 Entities eligible to apply for project co-financing

1. The entities listed in the Detailed Description of Priority Axes of the OP KED may apply for project co-financing under the call for proposals, i.e.:

² Type of operation in line with the Detailed Description of Priority Axes.

³ Also understood as adaptation of the solution functioning at the foreign partner's institution.

- entities responsible for creation, implementation and monitoring of public policies, and for control and supervision of those policies. e.g. ministries, central administration offices;
- public administration, e.g. ministries, central administration offices;
- local government units, e.g. gminas, poviats;
- national associations and unions of local government units, e.g. gmina unions, city unions;
- labour market institutions, e.g. employment agencies, labour offices;
- social assistance and social integration institutions, e.g. regional social policy centres, social assistance centres;
- schools and education system institutions, e.g. education offices, vocational training institutions;
- higher education institutions, e.g. private and public higher education institutions;
- enterprises, e.g. one-person, small and medium-sized enterprises;
- non-governmental organisations, e.g. foundations, associations;
- social economy entities, e.g. social cooperatives;
- social partners in accordance with the definition adopted in the OP KED, e.g. trade unions, employer organisations;
- federations or associations of non-governmental organisations and social economy entities, e.g. unions of associations, federations of non-governmental organisations.

2.2. Definitions and description of relevance of the selected⁴ eligibility criteria

Criterion 1

“The project shall include at least two types of transnational cooperation activities from among the following:

- (1) development and implementation of new solution(s);**
- (2) transfer, adaptation and implementation of new solution(s);**
- (3) concurrent creation and implementation of new solution(s);**
- (4) exchange of information and experience;**

with exchange of information and experience being one obligatory type.

The definition of the new solution will be further specified in the Rules of the Call for Proposals.”

Definition of the criterion:

At least two of the transnational cooperation activities listed in the criterion must be included in the project, with “exchange of information and experience” being one obligatory activity. It

⁴ Selected, i.e. all eligibility criteria except for general formal criteria, the definitions and meaning of which are included in point 5 of the Rules of the Call for Proposals.

is up to the project promoter to select any of the above activities and combine them with “exchange of information and experience” which cannot stand alone.

The project promoter should clearly identify the types of transnational cooperation activities from among the above ones that it will implement under the project.

The types of transnational cooperation activities were described in point 1.5 of the Rules of the Call for Proposals: Types of transnational cooperation activities.

The project promoter must also describe the novelty of the solution, along with the rationale explaining why the solution should be considered a new one. The definition of a new solution may be found in the glossary of abbreviations and terms of the Rules of the Call for Proposals. **Furthermore, the solution cannot copy the solutions developed under the EU Programme for Employment and Social Innovation.**

The information on types of transnational cooperation activities and the description of the novelty of the solution should be provided in point 3.1.2 “Identify the main objective of the project and describe how the project will contribute to achieving the specific objective of OP KED” of the application for co-financing. In addition, point 3.1.2 of the application for co-financing should include a declaration saying that the solution described in the application does not copy the solutions developed under the EU Programme for Employment and Social Innovation.

Relevance of the criterion:

Any project which does not fulfil this criterion will be rejected at the stage of substantive evaluation.

Criterion 2

“Transnational cooperation under the project is financed in line with the reciprocity principle. The reciprocity principle will be described in detail in the Rules of the Call for Proposals.”

Definition of the criterion:

The implementation of projects in partnership is to support building a natural cooperation network. The reciprocity principle is to ensure the involvement of both parties in the project preparation and implementation by means of a logical division of tasks and responsibilities, and the costs of their performance. The financing of cooperation in line with the reciprocity principle ensures adequate financial potential of the partners and allows to avoid the risks related to financial flows.

The reciprocity principle means that a transnational partner financing all actions from its own funds, i.e. the OP KED funds are not allocated for covering of its costs. The assignment of any expenditure related to a foreign partner to the project leader, including also the cost of transport, accommodation, board, etc.-means that **the reciprocity does not apply**.

If the reciprocity principle applies, the tasks implemented in full by a transnational partner should have the cost amounting to “0” in the detailed budget of the application for co-financing. If the transnational partner is responsible for selected elements of the task, they should not be listed in the detailed budget, but in the rationale under the budget.

The criterion will be verified based on information provided in point 4.3 “Capacity of the applicant and partners” and in Part V “Project budget” of the application for co-financing.

Relevance of the criterion:

Any project which does not fulfil this criterion will be rejected at the stage of substantive evaluation. The assignment of any expenditure related to a foreign partner to the project leader, including also the cost of transport, accommodation, board, etc. means that **the reciprocity principle does not apply and the project will be rejected.**

Criterion 3

“Project is implemented under one of the following themes:

1. Modernisation of labour market institutions, such as public and private employment services, and improving the matching of labour market needs, i.a. through actions that enhance transnational labour mobility as well as through the mobility schemes and better cooperation between institutions and relevant stakeholders;⁵
2. Enhancing access to affordable, sustainable and high-quality services, including health care and social services of general interest;
3. Promoting social entrepreneurship and vocational integration in social enterprises as well as the social and solidarity economy in order to facilitate access to employment;
4. Enhancing equal access to lifelong learning for all age groups in formal, non-formal and informal settings, upgrading the knowledge, skills and competences of the workforce, and promoting flexible learning pathways, including through career guidance and validation of acquired competences;
5. Improving the labour market relevance of education and training systems, facilitating the transition from education to work, and strengthening vocational education and training systems and their quality, including through mechanisms for skills anticipation, adaptation of curricula and the establishment and development of work-based learning systems, including dual learning systems and apprenticeship schemes;
6. Investment in institutional capacity and in the efficiency of public administrations and public services at the national, regional and local levels with a view to reforms, better regulation and good governance.”

Definition of the criterion:

The project promoter has to write down in the application for which theme of the six admitted under the call for proposals the project is submitted. It is considered sufficient to indicate the number of the theme for which the project is implemented, for instance: “Theme 1.”

⁵ This call for proposals does not provide for financing of mobility measures, which may be implemented exclusively under the OP KED Measure 4.2. *Transnational mobility programmes.*

This call for proposals does not provide for financing of mobility measures, which may be implemented exclusively under the OP KED Measure 4.2. *Transnational mobility programmes*.

Information on the theme under which the projects will be implemented should be provided in point 3.1.2 of the application for co-financing, i.e. "Identify the main objective of the project and describe how the project will contribute to achieving the specific objective of OP KED."

Relevance of the criterion:

Any project which does not fulfil this criterion will be rejected at the stage of formal evaluation.

Criterion 4

"The minimum project value specified in the project budget shall amount to PLN 500,000.00. The maximum project value shall amount to PLN 3,000,000.00."

Definition of the criterion:

The value of the project means all eligible expenditure to be incurred under the project, i.e. direct and indirect costs, including own contribution.

The criterion will be verified based on information provided in point 5.1 "Total costs", column "Eligible", of the application for co-financing.

Relevance of the criterion:

Any project which does not fulfil this criterion will be rejected at the stage of formal evaluation.

Criterion 5

"The project shall be implemented in transnational partnership exclusively within the European Union Member States, and at least one partner comes from a country other than Poland, while the applicant is an entity from Poland."

Definition of the criterion:

The criterion requires the minimum number of transnational partners (at least one), but the project promoter may implement the project within a broader transnational partnership.

The call for proposals does not allow for partnerships with a transnational partner from a non-EU country. An entity from other European Union Member State shall mean an entity having its registered office or a branch in a European Union Member State other than Poland.

The criterion will be verified based on information provided in point 2.9 "Partners" of the application for co-financing and against the content of the letter(s) of intent attached to the application in accordance with the template constituting Annex 1 to the Rules of the Call for Proposals. In addition, details concerning technical requirements for the letter of intent are presented in point 2.5.1.1 of the Rules of the Call for Proposals.

Relevance of the criterion: Any project which does not fulfil this criterion will be rejected at the stage of formal evaluation.

Criterion 6

“The application for project co-financing is submitted in a transnational partnership, which means that:

- 1) project’s objective, output(s) and result(s) must be connected to transnational cooperation and demonstrate the added value of such cooperation;**
- 2) rationale for using transnational cooperation to achieve the project objective has been provided.”**

Definition of the criterion:

Re 1.

The specific objective of the project must correspond to the specific objective of the OP KED for Measure 4.3, and the main objective of the project must be linked to transnational cooperation.

The project promoter describes the added value of transnational cooperation, in line with the definition of the added value, i.e. taking into account the fact that “the main objective can only be achieved as a result of established transnational cooperation and cannot be achieved without such cooperation”; a given output or result could not have been achieved, if the project was implemented only in Poland, or such outputs and results may have better quality, be in a greater number or have a greater scope thanks to transnational cooperation”.

The project promoter identifies at least one product and result, obligatory for Measure 4.3, in line with point 2.4.1 of the Rules of the Call for Proposals.

The information for this part of the criterion should be provided in point 3.1.1 “Objective implementation indicators” and point 3.1.2 “Identify the main objective of the project and describe how the project will contribute to achieving the specific objective of OP KED” of the application for co-financing.

Relevance of the criterion:

Any project which does not fulfil this criterion will be rejected at the stage of substantive evaluation.

Re 2.

The project promoter must present the rationale for establishing transnational cooperation with transnational partner(s) indicated in the application for achievement of the main project objective. The rationale should be presented along with the description of the added value of transnational cooperation.

The information for this part of the criterion should be provided in point 3.1.2 “Identify the main objective of the project and describe how the project will contribute to achieving the specific objective of OP KED” of the application for co-financing.

Relevance of the criterion:

Any project which does not fulfil this criterion will be rejected at the stage of substantive evaluation.

Criterion 7

“Implementation of a transnational cooperation project consists of 6 stages:

- 1) Development of a solution in cooperation with a transnational partner;
- 2) Testing of the developed solution in the project target group, with possible support from the transnational partner;
- 3) Analysis of the effects of the tested solution, taking into account the opinions of expert(s) and the support of the transnational partner;
- 4) Development of the final version of the product (model, tool or solution), ready for implementation, taking into account the results of testing and the analysis, including the support of the transnational partner;
- 5) Actions related to practical implementation of the solution, also taking into account the support of the transnational partner;
- 6) Development of recommendations for institutions of the user (that may also be a beneficiary or national partner(s)) in order to ensure that the solution developed under the transnational cooperation project is efficient and sustainable.

Definition of the criterion:

The project promoter is required to describe all stages of transnational cooperation project implementation in the application for co-financing. All stages are necessary to properly implement the project and achieve its objectives. Actions 1, 3, 4 must include a transnational partner, whereas for stages 2, 5, and 6 actions involving a transnational partner are not mandatory. However, the authority organising the call for proposals recommends that transnational partners should be involved in as many project implementation stages as possible, in accordance with the needs for the development (and adaptation) of solutions in order to achieve their highest possible quality, it also results from the value of transnational cooperation.

All stages are described in detail in paragraph 1.5.4 of these Rules.

Information for this part of the criterion should be provided in point 4.1 “Tasks.”

Relevance of the criterion:

Any project which does not fulfil this criterion will be rejected at the stage of substantive evaluation.

Criterion 8

“As of the day of submission of the application for co-financing, the applicant or national partner(s) shall have at least 3 years of experience in activities within the substantive area of the project.”

Definition of the criterion:

The project promoter provides, **in a way clearly identifiable for the evaluator**, the specific period during which the project promoter obtained the required experience in activities within the substantive area of the project.

“At least 3 years of experience in activities within the substantive area of the project” means the experience of **a given institution** (project promoter or national partner) and not its employee(s). Furthermore, the period of three years must concern at least **one** institution (beneficiary or national partner) – the experience of the beneficiary and national partner(s) **cannot be added up**.

The experience within one institution **does not have to last three years without interruption** – it may consist of several periods when the experience in a given area was obtained, but **after adding up the duration of experience must amount to at least 3 years**. It should also be noted that the criterion verifies the duration of experience and not the number of undertakings carried out during a given period. Therefore, if in a given year the project promoter implemented more than one undertaking confirming its experience within the substantive area, e.g. one between 1 January and 31 March 2014 and another between 1 January and 31 April 2014, the experience amounts to 4 months (3+1) and not 7 months (3+4).

The **information** provided in the application for co-financing **must specify the scope of activity in the substantive area** of the project promoter or national partner. The substantive area of the project is the area identical to the theme of the call for proposals (investment priority), under which the project promoter submits its application. Experience in the substantive area of the project concerns in particular the current activity, implementation of projects, undertakings, grants and orders.

Information about the fulfilment of this criterion should be provided in point 4.4 “Experience of the applicant and partners” of the application for co-financing.

Relevance of the criterion:

Any project which does not fulfil this criterion will be rejected at the stage of substantive evaluation.

Criterion 9

“The applicant must sign and attach the agreement on transnational cooperation to the application for co-financing.”

Definition of the criterion:

The data of the transnational partner and the tasks planned in transnational cooperation must be entered into the application for project co-financing.

The transnational cooperation agreement attached to the application for co-financing provides information compliant with the minimum scope of information specified in Annex 1 to the Rules and constitutes a confirmation of transnational partnership.

This criterion will be verified against the contents of the transnational cooperation agreement attached to the application in accordance with Annex 1 to the Rules, point 2.9 “Partners”, point 4.1 “Tasks”, Part VII “Project implementation timing” of the application for co-financing.

In addition, details concerning technical requirements for agreement preparation are presented in point 2.6. of the Rules.

Relevance of the criterion: Any project which does not fulfil this criterion will be rejected at the stage of formal evaluation.

Criterion 10

“The applicant must register every submitted project in the database of partners for projects submitted under the Common Framework.”

Definition of the criterion:

In order to monitor the projects implemented under the Common Framework, information about every submitted project must be entered into the database. The applicant is required to register a project before submitting an application for co-financing and to certify that fact in the application.

This criterion will be verified on the basis of the Applicant's declaration: “I declare that the project has been registered in the Common Framework database” in paragraph 3.1. of the application for co-financing and on the basis of information verified by the authority organising the call for proposals in the database.

On the website of the authority organising the call for proposals there is a project registration manual prepared by the EC.

Relevance of the criterion: Any project which does not fulfil this criterion will be rejected at the stage of formal evaluation.

Criterion 11

“The application for co-financing includes the practical implementation concept for the solution developed in transnational cooperation, also after the completion of the project implementation.”

Definition of the criterion:

Solution implementation stands for the practical use of a new instrument/tool/approach developed under the project in accordance with the assumptions laid down in the application for co-financing.

For the sake of project result durability, the beneficiary must ensure that the developed solution will also be applied in the form and scope provided for in the application for co-financing after the project is completed.

The beneficiary must thoroughly think through and accurately plan practical implementation of the developed solution already at the preparatory stage of the application for co-financing. The description of the implementation concept must include the following information:

(a) Concerning the form and manner of practical implementation of the solution developed in transnational cooperation and expected type of institution(s) where the solution will be implemented (including at national partners of the beneficiary or other entities provided for in the application for co-financing);

The form of implementation, on the basis of a decision of a relevant management entity, depends on the specificity of the institution and of the solution itself;

(b) Proving the plausibility of implementation for the developed/adapted solution, i.e. indicate that it may be implemented directly under the project in the existing national conditions i.e. on the day of application submission (e.g. without any need for legislation amendments).

Implementation of comprehensive solution(s) stands for practical implementation by the entities whose substantive tasks the solution concerns.

The criterion is verified based on the data provided by the project promoter in point 3.1.2 "Identify the main objective of the project and describe how the project will contribute to achieving the specific objective of OP KED" of the application for co-financing.

Relevance of the criterion:

Any project which does not fulfil this criterion will be rejected at the stage of substantive evaluation.

Criterion 12

"The minimum project duration is 18 months and the maximum – 36 months."

Definition of the criterion:

Pre-defined project duration will allow applicants to precisely plan their undertakings, including the stage of implementation of the new solution. This will have a positive impact on increasing the effectiveness of the undertaking, including i.a. efficient financial settlement of the implemented projects. The proposed project duration is also sufficient to prepare, and then fulfil, the tasks planned under the project and potentially undertake relevant corrective measures in case of difficulties with the project implementation.

The specified minimum and maximum duration gives the applicants the flexibility with regard to planning the project duration depending on the needs of applicants.

The criterion is verified against the information provided by the project promoter in point 1.7 "Project implementation time" of the application for co-financing.

Relevance of the criterion:

Any project which does not fulfil this criterion will be rejected at the stage of formal evaluation.

2.3 Transnational partnership

1. With a view to joint implementation of a transnational cooperation project the project promoter must conclude a partnership agreement with at least one partner from a European Union country other than Poland. Partnership is established according to the terms and conditions of the partnership agreement. The project applicant acts as the partnership leader.
2. **When choosing partners, the requirements of the Act, referred to in Article 33, must be applied. In addition, when implementing a partner project the other requirements set out in the general formal criterion 8 must be met, in accordance with Annex 15 to the Rules.**

3. **Prior to signing the agreement for funding of the project, the authority organising the call for proposals again verifies** compliance with criteria relating to the exclusion from funding opportunities, links between the entities forming a partnership, and the conclusion of partnership agreements.

4. Information about the partner's participation should be included in the application for co-financing, in line with the *Instruction*.

The transnational cooperation agreement:

5. **A transnational cooperation agreement must be signed before submission of the application for co-financing. It must contain the minimum information scope specified in Annex 1 to the Rules of the call for proposals.**
6. **A transnational cooperation agreement must be attached to the application for co-financing and registered in the database together with the application.**
7. **Regardless of the number of partners in the project, one transnational cooperation agreement is signed.**
8. The transnational cooperation agreement is drawn up in **Polish or English**. If the transnational cooperation agreement is signed in English, its translation into Polish, certified to be a true copy of the original, must be submitted to the institution organising the call for proposals. The agreement does not have to be translated by a sworn translator.
9. All documents concerning the implemented agreement are presented in Polish or in Polish and in English to the institution organising the call for proposals.
10. The agreement is signed by project promoter who also represents the national partners and the transnational partner(s). **The transnational cooperation agreement must be signed by the person(s) authorised to make binding decisions on behalf of the project promoter, indicated in point 2.7 "Person(s) authorised to make binding decisions on behalf of the applicant" of the application for co-financing.**
11. A **copy of the transnational cooperation agreement**, certified to be a true copy of the original by a person authorised to represent the project promoter, i.e. indicated in point 2.7 "Person(s) authorised to make binding decisions on behalf of the applicant" of the application for co-financing, **can be submitted**.
12. The institution organising the call for proposals accepts the submitted transnational cooperation agreement immediately after its submission by the project promoter. If amendments to the transnational cooperation agreement are necessary, the project promoter submits the amended version by the deadline specified by the institution organising the call for proposals.
13. The participation of partners, which consists in particular in contributing human, organisational, technical, or financial resources, must be adequate to the purposes of the project. Regardless of the division of tasks and responsibilities under the partnership, the project promoter (partnership leader) shall bear the ultimate responsibility for the project implementation as a party to the agreement for funding of the project.
14. A partner is involved in the implementation of the entire project, which means that a partner also participates in the preparation of the application for co-financing and project management. A partner can participate in the implementation of a part of the tasks in a project.
15. The project promoter cannot employ the partners' employees as the project personnel and vice versa.

16. The project promoter cannot commission the purchase of products or services to the partner and vice versa.
17. Funds for financing the costs of the tasks implemented by the transnational partner in the project are provided to the transnational partner by the project promoter (leader) only as reimbursement of the costs incurred by the partner.
18. All payments between the project promoter (leader) and partners made in relation to the project implementation are made via a separate bank account of the beneficiary (leader) dedicated to the project.
19. The partners shall incur expenditure in line with the *Guidelines on eligibility of expenditure within the framework of the European Regional Development Fund, the European Social Fund, and the Cohesion Fund for 2014–2020* and the Rules of the call for proposals.

Changes concerning the partners:

20. **Changes concerning the partners** (resignation of a partner/partners or termination of the partnership) in the application recommended for funding, i.e. **after evaluation is completed, but before the conclusion of the agreement for financing of the project**, are treated as changes in the project and require notification to the institution organising the call for proposals and its written consent.
The institution organising the call for proposals requires that each new partner provides a similar standard of implementation of the tasks planned for the existing project partner, relevant to the original application. The consent of the institution organising the call for proposals triggers the need to adjust the application for co-financing and to amend the transnational partner cooperation agreement or conclude a new agreement. Analysis of changes concerning the partner(s) does not stand for the necessity to have the application re-evaluated substantively. The institution organising the call for proposals does not require submission of a letter of intent signed with a new partner/partners. If a new partnership is not established, the institution organising the call for proposals does not sign an agreement for funding of the project with the applicant.
21. **Changes concerning partners** (resignation of a partner/partners or termination of the partnership) **during project implementation, i.e. after conclusion of the agreement for funding of the project**, require immediate introduction of a new partner to the project. The institution organising the call for proposals requires that each new partner provides a similar standard of implementation of the tasks planned for the existing project partner, relevant to the original application. Analysis of changes concerning the partner(s) does not stand for the necessity to have the application re-evaluated substantively. A change concerning the partners is treated as a change in the project and requires notification to the institution organising the call for proposals and its written consent, subject to the requirements laid down in the agreement for funding of the project.
The consent of the institution organising the call for proposals triggers the need to adjust the application for co-financing and amend the partner agreement or conclude a new agreement. If a new partnership is not established, the institution organising the call for proposals terminates the agreement for funding of the project with the beneficiary.
22. It is also possible to **change a partnership composition by introduction of an additional partner, unforeseen in the application for co-funding of the project, both after the evaluation but prior to the conclusion of the agreement for funding of the project, and after the conclusion of the agreement, during project implementation**. Adding a new partner to the project cannot result in the introduction of new type of tasks to be implemented by the partner(s), it can only result in an increase in the number of partners performing tasks to be implemented in the partnership. Adding a new partner can only stand for increased involvement of partners in the project implementation, but it cannot involve the assignment of new tasks of a type different than originally defined to the partners. The tasks may also be shifted between the partners. A change concerning

the partners is treated as a change in the project and requires notification to the institution organising the call for proposals and its written consent, subject to the requirements laid down in the agreement for funding of the project. The consent of the institution organising the call for proposals triggers the need to adjust the application for co-financing and amend the transnational cooperation agreement or conclude a new agreement.

2.4 Financing transnational cooperation

1. Expenditure related to establishing a transnational partnership is eligible as long as it is consistent with the approved application for co-financing.
2. The costs incurred in connection with establishing a transnational partnership are eligible up to PLN 6,000.

NOTE: Establishing a transnational partnership is understood as actions taken with a partner with whom a transnational cooperation agreement will be signed for the benefit of a project implemented under the call for proposals.

NOTE: Costs incurred in connection with establishing a transnational partnership are eligible only if the contract/agreement for funding of the project is actually signed.

3. Transnational cooperation is financed in line with the reciprocity principle, described in part 2.1. of the Rules.