



**HELLENIC REPUBLIC**  
**MINISTRY OF ENVIRONMENT & ENERGY**  
**SPECIAL SERVICE "EXECUTIVE AUTHORITY OF THE**  
**PARTNERSHIP AGREEMENT,**  
**ENVIRONMENTAL SECTOR"**  
**Unit A': Coordination & Evaluation of**  
**Environmental Policies Implementation**

**Athens, 13/11/2020**

**Ref.No: ΥΠΕΝ/ΕΣΠΑΠΕΡ/109540/754**

**Call for proposals code: Output\_1\_2\_01**  
**S/N EEA MIS : 4235**

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**To: LIST OF RECIPIENTS**

**Cc: LIST OF RECIPIENTS FOR**  
**NOTIFICATION**

**CALL FOR PROPOSALS**  
**IN THE CONTEXT OF THE EUROPEAN ECONOMIC AREA FINANCIAL MECHANISM (EEA FM)**  
**FOR THE PERIOD 2014-2021**  
**(EEA FM 2014-2021)**

**"WATER MANAGEMENT" PROGRAMME**

Call No.2 'Specific measures related to Greece's Programme of Measures supported'

**TITLED**  
**"IMPLEMENTATION OF RESEARCH MEASURES OF RIVER BASINS MANAGEMENT PLANS"<sup>1</sup>**

**THE MINISTER OF ENVIRONMENT AND ENERGY**

Having regard to (as applying each time):

1. Law 4314/2014 (Government Gazette 265/A/23.12.2014) "A) on the management, control and implementation of development interventions for the programming period 2014–2020, B) Incorporation of the European Parliament and Council Directive 2012/17 dated June, 13th 2012 (EE L 156/16.6.2012) into the Greek law, modification of L. 3419/2005 (A 297) and other provisions",
2. the Joint Ministerial Decision, no.13249/4.2.2020 (B' 526/19.02.2020) on the Management and Control System for the EEA FM implementation for the period 2014-2021-Allocation of Funds",

<sup>1</sup> English translation for informational purposes. The text in Greek is the only legally binding

3. The Joint Ministerial Decision 1000008/Special Institutional Support Service 936/28.09.2016 (Government Gazette 3296/B'/13.10.2016) on the Programme Operator incorporation and structure,
4. The international Protocol 38c to the EEA Agreement that established the EEA Financial Mechanism 2014-2021 through which Donor States contribute to mitigating economic and social disparities within the European Economic Area,
5. The "Regulation on the implementation of the European Economic Area (EEA) Financial Mechanism for the years 2014-2021, dated 23-9-2016, as adopted by the Financial Mechanism Committee, pursuant to article 10.5 of Protocol 38c to the EEA Agreement,
6. The applicable Guidelines issued and approved by the EEA FM Committee for the period 2014-2021 (Guidelines of the EEA FM Committee), EEA (FMC),
7. The Memorandum of Understanding dated 31.10.2017 for the implementation of the EEA Financial Mechanism for the period 2014-2021, signed between the Republic of Iceland, the Principality of Lichtenstein, the Kingdom of Norway and the Hellenic Republic, as represented by the Ministry of Development and Investment,
8. The programme agreement dated 26-11-2019 for the financing of the "Water Management" Programme - GR-Environment, signed between the Donor States, on the one hand, and the Hellenic Republic on the other, as duly represented by the Ministry of Development and Investment, with its annexes as applying,
9. The Ministerial Decision no. 24663/3-3-2020 (Government Gazette B' 975/21-3-2020) on the financing of the programme entitled Programme D – Water Management, with the Special Service "Executive Authority of the Partnership Agreement, Environmental Sector" of the Ministry of Environment and Energy as Programme Operator, on the resources of the European Economic Area Financial Mechanism (EEA FM) for the period 2014-2021 and National Resources from the Public Investment Programme (PIP), as modified by the Government Gazette 1556/B'/2020 "Correction of Errors",
10. The methodology and the selection criteria of operations, as described and specified in the document attached to the call for proposals,
11. The PROCEDURES SPECIFICATION DOCUMENT with Ref.No ΥΠΕΝ/ΕΣΠΑΠΕΡ/106223/736/04.11.2020 by the EEA FM 2014-2021 Programme Operator entitled "WATER MANAGEMENT", being attached in this call for proposals and constituting an integral part thereof,
12. The National Focal Point (NFP) electronic mail of 01.07.2020, based on which the NFP guarantees full compatibility of this call with the EEA FM 2014-2021 legal framework, as stipulated in article 1.5 of the JMD of the Management and Control System for the implementation of the EEA FM 2014-2021,
13. The Electronic mail (dated 03.07.2020) by our Service addressed to the EEA FM Committee, pursuant to article 7.3.5 of the Regulation on the implementation of the

European Economic Area (EEA) Financial Mechanism for the years 2014-2021 and the JMD of the Management and Control System for the implementation of the EEA FM 2014-2021,

## **HEREBY INVITES**

### **The bodies falling under the following categories of the potential Project Promoters:**

Public authorities, regional and local authorities, research and scientific institutes as well as management bodies of protected areas and other Management Bodies i.e.:

- Research Bodies under article 12, L.4386/2016
- Universities
- Legal Entities of Public Law
- Organizations of Research and Knowledge dissemination
- General Government bodies
- Local Government bodies
- Municipal enterprises for Water Supply and Sewerage
- Management bodies of Protected Areas
- Other competent authorities

for the submission of projects' proposals, in order to be approved and financed in the Programme.

The potential Project Promoter is encouraged to cooperate, in the context of the proposal to be submitted, with at least one partner from the Donor States.

### **Eligible Partners are:**

Partners from Greece: Public authorities, regional and local authorities, research and scientific institutes as well as management bodies of protected areas and other Management Bodies and NGOs.

Partners from the Donor States: As per Article 7.2.2. of the EEA FM 2014-2021 Regulation.

Civil non-profit companies, governed by the rules of civil code (more specifically, articles 741-784 of the Civil Code) as well as private bodies, with their headquarters in a country other than the Donor States, shall not have the right to participate in this call for proposals, as Project Promoters or Partners.

## 1. CALL FOR PROPOSALS CONTENT

This call for proposals aims to provide data and solutions to improve the situation of water bodies or/and improve water management.

The call for proposals will finance projects that are included in the Measures of River Basins Management Plans; in particular, the proposals to be submitted should correspond to:

- Projects of the Key Type Measure (BTM) 14 “Research, improvement of knowledge with reduction of uncertainty” or/and
- Projects of the Supplementary Measure “Projects of research, development and promotion”,

as mentioned in the “Programmes of basic and supplementary measures” of the 1st Revision of the River Basins Management Plans for the 14 River Basin Districts of Greece (<https://bit.ly/33LigKa>) (except for pilot implementation measures of precision agriculture).

It should be underscored that, in the context of this call for proposals, projects will be supported in order of priority, pertaining to insular, coastal areas with poor water condition, other areas, as it becomes obvious from the attached marking criteria of proposals’ selection.

The proposals may be submitted by the potential Project Promoters in cooperation with a partner or partners.

The proposals should also include the project’s Communication Plan, in accordance with article 2.3 of Annex III of the EEA FM 2014-2021 Regulation (<https://bit.ly/3gKc8Bf>), whose actions are financed in the framework of this call for proposals.

Under this call, may also be submitted a proposal for the strengthening of bilateral relations, which will be financed by the bilateral relations fund. The bilateral relations activities, will constitute a distinct sub-project of the whole project. Such actions are not awarded a scoring during STAGE B5 (PROJECT SCORING) of the evaluation.

In the context of bilateral relations development, eligible are:

- (a) Any activities aimed at strengthening the bilateral relations between the Donor States and Greece
- (b) Any actions pertaining to cooperation with partners from the Donor Stage for drawing up and submitting a proposal, further to this call for proposals (the eligible amount for this category of action shall not exceed € 2.000,00 per submitted proposal)
- (c) Networking, exchanges, exchange and transfer of knowledge, technology, experiences and best practices between bodies in Greece and bodies in the Donor States or/and international organizations.

## 2. SCOPE OF THE CALL FOR PROPOSALS

2.1 The proposals to be submitted shall fall within the following Programme objectives, regions per Budget heading (priority axis) or per Programme (Operational Programme).

**Table 1**

<b>PROGRAMME: "Water Management"</b>		<b>CODE</b>	
<b>ASSIGNMENT CODE: Not Applicable</b>		<b>CODE</b>	
<b>BUDGET HEADING:</b>		<b>CODE</b>	
<b>PROGRAMME OBJECTIVE: Improved environmental status in ecosystems and reduced adverse effects of pollution and other human activities</b>		<b>CODE</b>	
<b>REGION: Entire Country</b>		<b>CODE</b>	

2.2 The proposals to be submitted shall have to contribute to attaining the programme's monitoring indicators, being the following:

2.3

**Table 2: Outcome Indicators**

<b>PROGR MME</b>	<b>Budget Heading:</b>	<b>FUND:</b>	<b>EEA FM 2014-2021</b>			
<b>CODE</b>	<b>NAME</b>	<b>MEASURE MENT UNIT</b>	<b>REGION</b>	<b>TARGET VALUE</b>		
				<b>TOTAL</b>	<b>MEN</b>	<b>WOMEN</b>
CO063	Number of water bodies with improved environmental status "Improved environmental status" is here understood as water bodies, including aquatic ecosystems, where projects have contributed towards the achievement of "good water status", as per the EU Water Framework Directive	Number	Entire Country	3		

**Table 3: Output indicators**

PROGR AMME	Budget Heading:	FUND	EEA FM 2014-2021				
CODE	NAME	MEASUR EMENT UNIT	REGION:	BASE VALUE	TARGET VALUE		
					TOTAL	MEN	WOMEN
CR038	Number of research studies for "Good status" of water bodies carried out	Number	Entire Country		2		
CR037	Number of supported measures	Number	Entire Country		2		
<b>Bilateral indicator</b>							
CR012	Number of projects involving cooperation with a donor project partner	Number	Entire Country		2		

### 3. CALL FOR PROPOSALS FINANCIAL DATA

- 3.1 The co-financed public expenditure (Grant) for financing the projects in this call for proposals, through the Public Investment Programme (code E7751), is **€600.000** and is indicatively allocated as follows:

**Table 4**

PROGRAMME: WATER MANAGEMENT				
Budget Heading:				
PROGRAMME OBJECTIVE				
S/N	AREA OF SUPPORT	ACTION	REGION	CO-FINANCED PUBLIC EXPENDITURE
(1)	(2)	(3)	(4)	(5)
1	-	-	Entire Country	€600,000.00
<b>TOTAL</b>				<b>€600,000.00</b>

It should be highlighted that an additional amount of **€50.000** is available by the Bilateral Relations Fund for all the Programme's calls for proposals, added to the reported amount of €600.000, aimed at strengthening of bilateral relations development. The bilateral relations initiatives will be funded by 100% from the EEA FM (without national contribution), through the same Public Investment Programme code (E7751).

- 3.2 The Programme Operator may modify the total amount of the co-financed public expenditure of this call for proposals or proceed to a substantiated repeal of the call for proposal's validity, informing in each case the Project Promoters through the webpage of the "Water Management" programme of the EEA FM 2014-2021 <http://www.eysped.gr/el/Pages/EEA2014-2021.aspx> of the website: <http://www.eysped.gr>
- 3.3 In the context of sound management, the Programme Operator, estimating the Programme's implementation data, on ad hoc basis, as well as the nature of actions, may approve projects beyond the level of the total co-financed public expenditure laid down in this Call for Proposals, up to 10% of the available amount.
- 3.4 All eligible projects not financed due to call budget limitation, are considered as a reserve list. Upon finalization of the reserve allocation in the context of the EEA FM 2014-2021, pursuant to article 1.11 of the JMD on the Management and Control System for the EEA FM 2014-2021, should there be an increase of the available amount, based on the Programme agreement, for the actions referred to in this call for proposals, there may be a financing approval for more proposals, based on their classification in the "Final table of proposals' classification".

#### 4. ELIGIBILITY

- 4.1 The final date for the expenditure eligibility deadline for the suggested projects shall be no later than April 30th, 2024. The suggested projects shall have been completed by said date.
- 4.2 Any projects completed or fully implemented are not eligible, regardless of whether the corresponding payments have been incurred or not
- 4.3 The amount of **€150.000** is set as minimum grant of the submitted projects. The minimum grant does not include the expenditure for bilateral relations
- 4.4 The amount of **€450.000** is set as maximum grant of the submitted projects. The maximum grant does not include the expenditure for bilateral relations
- 4.5 The maximum grant rate may reach up to 100% of the project's eligible expenditure
- 4.6 The grant rate, in each case, shall be fixed taking into consideration any generated project-revenue

- 4.7 The expenditure eligibility rules of the co-financed projects are determined in the Ministerial Decision with ref.No 13249 (Government Gazette B'526/19-02-2020) "Definition of a Management and Control System for the implementation of the EEA FM for the period 2014–2021– Allocation of resources" and in particular in section 8 "Expenditure Eligibility" (hereinafter referred to as JMD on the Management and Control System for the EEA FM 2014-2021 <https://bit.ly/2XOs2mZ>)

The Project Contract date is fixed as the starting date of expenditure eligibility. Particularly for the expenditure related to the bilateral relations actions, the eligibility date is the call for proposals publication date.

Some indicative categories related to direct expenditure involve the personnel cost, the travel and accommodation expenses, the equipment purchase cost, the expenditure on consumables and supplies, the publicity plan implementation costs, the translations and other expenses, as outlined in article 8.3 of the Management and Control System for the EEA FM 2014-2021; such expenses are directly linked to the project's implementation and may be directly imputed at it.

With regard to the equipment cost, a general rule is that this part of the depreciation corresponding to the project's implementation duration and to the actual use percentage for its purposes shall only be considered as eligible, on condition that the cost of a new or second-hand equipment is depreciated in accordance with the generally endorsed accounting principles, applied by the Project Promoter/Partner for all types of the relevant category, in accordance with article 8.2 of JMD on the Management and Control System for the EEA FM 2014-2021. Nevertheless, the new equipment purchase overall cost may be considered eligible when it constitutes an integral and necessary element for attaining the Project's outcomes.

Where the entire purchase price of equipment is eligible the Programme Operator shall ensure that the Project Promoter:

- (a) keeps the equipment in its ownership for a period of at least five years following the completion of the project and continues to use that equipment for the benefit of the overall objectives of the project for the same period;
- (b) keeps the equipment properly insured against losses such as fire, theft or other normally insurable incidents both during project implementation and for at least five years following the completion of the project; and
- (c) sets aside appropriate resources for the maintenance of the equipment for at least five years following the completion of the project.

The Programme Operator may free the Project Promoter from the above obligations with regard to this equipment when the Programme Operator estimates, given the circumstances, that this continued use of said equipment to serve the project's general objectives does no longer serve any useful financial purpose.

Any residual or extracted material, in the context of the projects being co-financed by the programme, shall have to be reused, recycled, treated and/or deposited in an environmentally sound manner.

Moreover, project promoters:

- keep any buildings purchased, constructed, renovated or reconstructed under the project in their ownership for a period of at least 5 years following the completion of the project and continue to use such buildings for the benefit of the overall objectives of the project for the same period
- keep any buildings purchased, constructed, renovated or reconstructed under the project properly insured against losses such as fire, theft and other normally insurable incidents both during project implementation and for at least 5 years following the completion of the project; and
- set aside appropriate resources for the maintenance of any buildings purchased, constructed, renovated or reconstructed under the project for at least 5 years following the completion of the project. The specific means for implementation of this obligation shall be specified in the project contract.

#### 4.8 Revenue-generating projects

In order to identify the potential 'net income' generated by the project upon its completion and possibly during its implementation, a financial analysis is compiled by the project promoter, pursuant to the respective guidelines attached in this call for proposals (O\_E.I\_4 "Guidelines for calculating the net income generated from the Programme's Operations").

#### 4.9 Expenditure based on simplified cost

Not applicable.

#### 4.10 Indirect expenditure (overheads)

According to article 8.5 of the JMD on the Control and Management System for the EEA FM 2014-2021, under the call for proposals, indirect expenditure is eligible. A project's indirect expenditure shall have to reflect a fair allocation of the Project Promoter's /Partner general (operating) expenses. The Project Promoters/Partners may recognize the indirect expenditure according to one of the following methods:

- a) based on actual indirect costs for those Project Promoters and project partners that have an analytical accounting system to identify their indirect costs as indicated above;
- b) a flat rate of up to 25% of total direct eligible costs, excluding direct eligible costs for subcontracting and the costs of resources made available by third parties which are not used on the premises of the Project Promoter or project partner;

- c) a flat rate of up to 15% of direct eligible staff costs without there being a requirement for the Programme Operator to perform a calculation to determine the applicable rate; or
- d) a flat rate applied to direct eligible costs based on existing methods and corresponding rates applicable in European Union policies for similar types of project and Project Promoter;

The calculation method of indirect expenditure and of the maximum amount are determined in the project's inclusion decision. The calculation method of indirect expenditure incurred by a Project Promoter's Partner is foreseen in the cooperation agreement between the Project Promoter and the project's Partner/Partners.

## 5. PROPOSALS SUBMISSION INSTRUCTIONS

5.1 The candidate Project Promoters shall submit their proposals **exclusively electronically** through the EEA Management Information System 2014-2021 (hereinafter EEA MIS). For this purpose, it is required for them to have a personal user account (user name and password) for access to be obtained to the EEA MIS by:

5.1.1 The Project Promoter's executives in order to complete the Project's Technical Bulletin

5.1.2 The Project Promoter's legal representative or the main Project Promoter's legal representative (in case of a project proposal (operation) implementation by many Project Promoters) for proposals submission, who may authorize the system's user for that purpose.

If the Project Promoter does not already own a 'Promoter's code' in the MIS, an application should be submitted requesting a promoter's code, in accordance with the instructions, to the electronic address [https://logon.ops.gr/ops\\_sec/register](https://logon.ops.gr/ops_sec/register), prior to the proposal's submission. The registration requires usually one to three working days.

5.2 The proposals are submitted through the EEA MIS to the electronic address [logon.ops.gr](https://logon.ops.gr) on the day following the publication date of this call for proposals (start date for proposals submission), time 00:00', until, exclusively Thursday, 11 February 2021 (proposals submission expiry date), time 23:59'.

It should be highlighted that the proposal is submitted to the EEA MIS by the Project Promoter's legal representative (personal user account of the legal representative). Upon successful proposal submission, the Project Promoter is informed accordingly through the EEA MIS.

The proposal is submitted in Greek. Two annexes, the letter of intent and the partnership agreement may be submitted in English.

In the case of documents/files for which an electronic attachment/submission is technically not feasible (e.g. maps, drawings etc), the Project Promoter shall be bound to send them to the Programme Operator to the address:

**Ministry of Environment & Energy**

**Special Service "Executive Authority of the Partnership Agreement, Environmental Sector"**

**2 Iatridou & Kifisias 124 Str (5th floor), GR-11526, ATHENS**

**within 10 working days** from the proposal's electronic submission date by the Project Promoter or from the proposals' submission expiry date, if the evaluation to be carried out is comparative. Note that the relevant documents/files should be handed over to the above mentioned Special Service and be assigned a reference number within the days specified, on the sender's exclusive responsibility.

Any proposals beyond the above specified time limits and any applications for which no electronic submission to the EEA MIS has been made **shall not be accepted**.

Prior to the proposals submission deadline expiry, it shall be allowed to resubmit a new proposal, after annulling the initial proposal. The proposal is evaluated based on the last successful/prompt submission.

5.3 The Project's Technical Bulletin constitutes the Project Promoter's proposal and is exclusively completed in electronic form made available to the EEA MIS. This call for proposals includes Guidelines on filling in the Project's Technical Bulletin fields.

The proposal's submission serves also as an application for funding by the potential project promoter.

An integral part of the proposal are the following supporting documentation/documents that accompany the Project's Technical Bulletin: *(For documents that can be identified by the Government Gazette number/issue/publication date or by the on line publication number, it may be possible, instead of submitting a copy, the project promoter to report the above data and a concise description in a list of documents):*

- i. A completed proposal submission form
- ii. Documentation that the candidate Project Promoters are competent to submit proposals (articles of association, programme agreement, organization, act of incorporation etc)
- iii. Pieces of evidence that the candidate Project Promoter and the Partners have the managing (administrative. Operational and if necessary financial) capacity to complete the project. The procedures to be followed are the ones foreseen for the managing capacity of the Partnership Agreement beneficiaries 2014-2020, as laid down in article 7.2, para.5 of the JMD on the Control and Management System for the EEA FM 2014-2021. The criterion of administrative, operational and financial

capacity is examined once and is valid for two years for every submitted proposal to the Programme by the Project Promoter. If, during the previous two-year period, the Project Promoter had implemented or continues to implement a project in the context of the tendered Partnership Agreement Programme 2014-2020 and should such project be similar to the one mentioned in the submitted proposal, then, *ipso jure*, said criterion is met satisfying also the EEA project approval framework. The candidate Project Promoter and the Partners obligatorily notify the programme operator of any consultant likely to be involved in the application's preparation for the projects implementation (article 7.3.2.(k) of the JMD on the Management and Control System for the EEA FM 2014-2021)

- iv. Regulatory framework for the designation of the Body operating and maintaining the project and of its respective duties, if required
- v. A Draft Decision for the Implementation of a Subproject by own means, if required

It is clarified that:

In cases whereby a subproject of archaeological works and researches is included, the potential Project Promoter submits alongside its proposal an attachment with a draft decision of supervision by archaeological authority, with a content that matches the standardized form of the Management and Control System, particularly with regard to the budget analysis per expenditure category (number of personnel per specialty, categories of suppliers/services etc), the timetable of actions and the awarding procedures. Moreover, it submits a draft memorandum of cooperation between the project owner and the competent Service of the Culture Ministry, if it exists.

- vi. A draft of the partnership agreement or a letter of intent, pursuant to article 7.7 of the Regulation of the Joint Ministerial Decision on the EEA FM 2014-2021 regarding the partnership of all stakeholders. The letter shall have to include the commitment by the Partner(s), domestic one(s) or from the Donor States for the proposal's implementation as well as a detailed description of their role in implementing the suggested project. The letter should be drawn up in English for Partners from Donor States. A draft of the partnership agreement or a letter of intent should also be submitted for the bilateral relations development. Should a proposal be selected for financing involving the participation of a Partner(s), prior to the first payment, a Partnership Agreement should be signed between the Project Promoter and its Partner(s) and be sent to the Programme Operator.
- vii. A financial analysis for the net income calculation, being elaborated in accordance with the attached guidelines, if required.
- viii. A decision by the competent administrative body (Municipal Council, Regional Council, Rectors' Council, Board of Directors, Secretary General of a Ministry, Region etc) of the Project Promoter and of Partners on the acceptance of the Call's terms

and on their approval to participate in the Programme as well and any other decision required by an official body or supervising authority

- ix. Tender Documents, if necessary and if available
- x. Any necessary studies, if necessary and if available
- xi. A detailed implementation timetable of the project (including the stage of tender documents or licenses preparation)
- xii. A detailed budget
- xiii. A table displaying and explaining the approvals and licensing required to implement the Project
- xiv. Any other document considered necessary by the candidates.

Any supporting documentation/documents are submitted in a pdf file format, as an attachment to the Project's Technical Bulletin. The analysis for the net income calculation is submitted in a .ods (open document) or .csv (comma separated values) file format.

## **6. PROCEDURE FOR SELECTION OF PROJECTS END PROJECT CONTRACT**

The Programme Operator is competent for the projects evaluation and selection procedure after the exhaust of the deadline for submission of proposals. The proposals are evaluated with the comparative evaluation procedure, in two stages, as described below:

### **Comparative Evaluation**

#### **6.1 Proposals evaluation by the Programme Operator in two stages:**

Stage A': Completeness administrative and eligibility of a proposal

Stage B': Evaluation of proposals per group of criteria

The evaluation is based on the criteria, being attached in this call for proposals, and starts after the proposals submission deadline of this call for proposals.

In detail, the evaluation procedure is described in section 4.1.2, Specification of procedure I\_2 'Selection and Approval of Projects in the Call for Proposals' of the Procedures Specification Document of the EEA FM 2014-2021 Programme Operator entitled: 'Water Management', being attached in this call for proposals.

#### **6.2 Submission and examination of appeals and complaints**

The potential Project Promoters may submit a complaint to the Programme Operator on the evaluation outcomes, in accordance with the Ministerial Decision no.

137675/Special Service for Institutional Support 1016 (B' 5968/2018) entitled "Substitution of the ministerial Decision no. 110427/Special Service for Institutional Support/1020/20.10.2016 entitled " Modification and substitution of the ministerial Decision no. 81986/Special Service for Institutional Support 712/31.7.2015 "National expenditure eligibility rules for the Partnership Agreement 2014 - 2020 programmes- Legal due diligence of public procurement on co-financed projects for the Partnership Agreement 2014 - 2020 by Managing Authorities and Intermediary bodies - Complaints procedure on the projects evaluation outcomes".

Objections are submitted once, per evaluation stage, within the exclusive deadline of seven (7) working days as of the day following the evaluation outcomes notification, mainly:

- a) the day of the Proposal Rejection Decision, being issued during the Stage A' of the evaluation
- b) the day of the Provisional Classification Table of proposals in Stage B' that includes also the rejected proposals during that stage.

An objection/appeal should be substantiated and signed by the Project Promoter and, wherever needed, to be signed by the proposal's body, i.e the project master, if it is different from the Project Promoter.

The Programme Operator examines all objections submitted through a protocol, via the process described in detail in section 4.1.2, Specification of procedure I\_2 'Selection of Projects and project contract in the Call for Proposals' of the Procedures Specification Document of the EEA FM 2014-2021 Programme Operator entitled: 'Water Management', being attached in this call for proposals.

Should the submitted objection be sustained, referring to the Stage A' outcomes, the Programme Operator proceeds to Stage B' evaluation for the corresponding proposal.

- 6.3 Publication of a final classification table of proposals, after the examination of submitted objections
- 6.4 Publication of a project approval decision by the Minister of Environment and Energy, following a relevant report by the Programme Operator
- 6.5 Publication in the relevant Programme webpage of the title of the projects listed in the Operational Programme (O.P), of their Project Promoters and of the co-financed public expenditure amount
- 6.6 In any case, it is possible to submit a complaint to the National Focal Point in charge of receiving complaints related to the EEA FM 2014-2021, being the National Transparency Authority, the competent Service having undertaken the national coordination of fraud-related issues in Greece (AFCOS). Complaints are submitted in the following ways:
  - a) Electronically: <https://ead.gr/complaints/>

- b) By post
- c) By fax
- d) In person (or by a lawfully authorized proxy) to the Secretariat of the Service during the working days and hours (8.30-16.30)

## 7. COMMUNICATION-INFORMATION

**7.1** For detailed information on the proposals' submission, the filling in of the Project's Technical Bulletin and other clarifications, kindly contact Mrs. Eftychia Papachatzopoulou, tel: +30 213 1500-976, 967, 959, e-mail: [eysped@mou.gr](mailto:eysped@mou.gr), [epapaxatzopoulou@mou.gr](mailto:epapaxatzopoulou@mou.gr).

**7.2** Any further information on the "Water Management" Programme of the EEA FM 2014-2021, the Programme's Management and Control System, the institutional framework for the implementation of projects included in said Programme, the expenditure eligibility rules of projects as well as any other information pertaining to proposals' submission (guidelines on filling in the Project's/Subproject's Technical Bulletin, monitoring indicators, specification of proposals' evaluation criteria and other necessary documents on the proposal's examination) is available on the electronic address [www.eysped.gr](http://www.eysped.gr). The aforementioned website is a key communication tool between the Programme Operator and the Programme's stakeholders and any relevant information is uploaded on this website. Questions and answers submitted in written form will be published and will be publicly available on this website.

### ATTACHMENTS:

1. Annex I: Project Promoters' Liabilities (Annex of the Approval Decision)
2. Form E.I.1\_2: Template of the Project's Technical Bulletin
3. Form O\_E.I.1\_2: instructions for its completion of the Technical Bulletin
4. Form E.I\_1\_EΞ1: Template of proposal submission form
5. Form E.I.1.4: Template of a Draft Decision for the Implementation of a Subproject by Own Means
6. Form "Calculation of net income for EEA FM 2014-2021 projects", if necessary
7. Guidelines on the calculation of net income for the EEA FM 2014-2021 Programme projects
8. Form E.I.1\_5: Project File Keeping Status
9. Form E.I.2\_5: Award of the Grant Decision
10. Projects Selection Criteria
11. Evaluation procedure (section 4.1.2, 'Selection and Approval of Projects in the Call for Proposals' of the Procedures Specification Document of the EEA FM 2014-2021 Programme Operator entitled: 'Water Management')

12. E.I\_1\_EΞ3: Management capacity of the Partnership Agreement 2014-2020 project promoter (to be applied respectively in the EEA 2014-2021)
13. O\_E.I\_1\_EΞ3: Guide of the Partnership Agreement 2014-2020 beneficiaries' management capacity (to be applied respectively in the EEA 2014-2021)
14. Form E.I\_1\_EΞ2: Guidelines on the conclusion of a partnership agreement of cooperation and draft of intentions' statement letter, pursuant to article 7.7 of the regulation of the JMD EEA 2014-2021, on the partnership of all stakeholders (project promoter and partners)

The attachments 2 to 14 are available on the electronic address:

<http://www.eysped.gr/el/Pages/EEA2014-2021.aspx>

**THE MINISTER OF ENVIRONMENT AND ENERGY**

**KONSTANTINOS CHATZIDAKIS**

## **Internal Distribution:**

### **Ministry of Environment & Energy**

- Minister's Office
- Special Service "Executive Authority of the Partnership Agreement, Environmental Sector"

## **LIST OF RECIPIENTS FOR NOTIFICATION**

1. THE EEA FINANCIAL MECHANISM COMMITTEE  
12-16 Rue Joseph II, 1000 Brussels, Belgium
2. THE EEA FINANCIAL MECHANISM OFFICE  
12-16 Rue Joseph II, 1000 Brussels, Belgium
3. Royal Norwegian Embassy Athens  
Maria Fola, EEA Grants Adviser  
5, Hatziyianni Mexi str, 115 28 Athens
4. Ministry of Development and Investment
  - Office of The Minister of Development & Investment, Mr. Adonis Georgiadis, 5-7 Nikis Str, GR-10180 Athens
  - Office of The Deputy Minister of Development & Investment (Public Investment and Partnership Agreement), Mr. Yiannis Tsakiris, 5-6 Nikis Str, GR-115 80, Athens
  - Office of the Secretary General of Public Investment and Partnership Agreement, Mr. Dimitris Skalkos, 5-7 Nikis Str, GR-115 80, Athens
  - National Focal Point (NFP)-Special Agency for Planning, Coordination and Monitoring of the implementation of the EEA FM, 3 Mitropoleos Str, GR-10557 Athens
5. Ministry of Environment and Energy  
The Secretary General of Natural Environment & Water, Mr. Konstantinos Aravossis

## **ANNEX I: PROJECT PROMOTERS' LIABILITIES**

The project promoter "....." undertakes to adhere to the following liabilities:

### **1. COMPLIANCE WITH THE EEA FM RULES, WITH THE EU & NATIONAL RULES**

- (i) To respect the EEA FM 2014-2021 regulatory framework, the EU and National legislation when implementing the project, in particular with regard to public procurement, sustainable development, state aids, the principles of human integrity, freedom, democracy, equality, respect of human rights, including the rights of minority groups.

### **2. PROJECT IMPLEMENTATION**

- (i) To respect the timetables of the project and the individual subprojects' implementation. To secure the project's operating output, taking all necessary measures for that purpose, based on the regulatory framework of the body running and maintaining the project and its corresponding responsibilities, in case the Body operating and maintaining the project does not coincide with its project promoter.
- (ii) To get approval from the Programme Operator for the tendering, awarding and public contracts modification procedures. In case of modification of projects/subprojects implemented on own means, the project promoter shall be bound to submit an examination request for the modification of an implementation decision on own means.
- (iii) To promptly inform the Programme Operator on the project's progress, particularly with regard to the preparatory actions for its implementation and to send all relevant documents regarding the physical and economic implementation of the project until its completion, in accordance with the management and control system procedures.
- (iv) To take all the necessary actions so as to update the EEA Management Information System with the data and documents of the project being implemented; in particular, the data, planning and implementation documents required for the financial management, the monitoring of the natural and economic object and the indicators, their verifications, the audits, the projects' evaluation and in general the project's audit trail.
- (v) To secure the accuracy, quality and completeness of data submitted to the EEA MIS, complying with the time frame foreseen in the relevant provisions and to carry out the interconnection of its Information Systems with the EEA-MIS for the automatic data submission, if required.

### **3. PROJECT FINANCING**

- (i) To operate a certification mechanism for the project implementation, ensuring the effective quantitative and qualitative control of materials, services and the final deliverable and to apply internal payment audit procedures to ensure their legitimacy and regularity.
- (ii) To keep a separate account for the project where all expenditure shall be recorded corresponding fully to the one declared to the Programme Operator, through the Expenditure Statement Bulletins.

- (iii) To submit (if it is required due to the project's nature) to the Programme Operator and the Certification Authority, upon the project completion,
  - a) data on the interest arising from the financial management of allocated resources,
  - b) an updated financial analysis for the net income calculation, regarding the projects generating net income, should it be required,
  - c) data on annual basis by the project promoter for a three-year period after the project completion, in case it is not possible to make a revenue estimate in advance for such project; or to submit those data until the document submission deadline for the Programme closing, depending on which date comes before,
  - d) in case of a project generating net income only during its implementation and such income had not been taken into consideration during the project inclusion in the Programme, the Project Promoter shall be bound to declare such income, the latest in the final Expenditure Statement Bulletin being submitted.

#### **4. VISITS-VERIFICATIONS-AUDITS**

- (i) The Project Promoter shall be liable to hand over, if requested, throughout the project implementation and for as long as it is necessary, all documents, supporting documentation and project data to the Programme Operator, the Certification Authority, the Audit Authority, the National Focal Point and all auditing bodies of Greece and the EEA FM Committee.
- (ii) To accept on-the-spot audits by all competent auditing bodies, both at the project promoter's headquarters as well as at the project implementation premises and to facilitate the audit, submitting any data pertaining to the project implementation, upon request.

#### **5. PUBLICITY**

The Project Promoter shall be bound to accept the Programme Operator's publishing the project on the web portal [www.eeagrants.gr](http://www.eeagrants.gr), as foreseen in Annex III of the EEA FM Regulation, in Greek and in English.

As laid down in article 2.3. of Annex III of the EEA FM 2014-2021 Regulation, the Project Promoter shall be also bound to implement the content of the Communication Plan that has been submitted in its proposal.

The Project Promoter shall be at least bound to:

- a) Place a provisional sign, of a significant size, highly visible at the work site of infrastructure projects or constructions for a total public expenditure exceeding €50.000, during the implementation phase
- b) Place a commemorative plate or a signage of significant size at an easily discernible site, within three months after the completion of an infrastructure project or a construction or purchase of a physical (tangible) object, for a total public expenditure exceeding €50.000.
- c) Promote the EEA FM 2014-2021 official emblem in all information and publicity actions, with reference to the EEA FM 2014-2021 that supports the project.

- d) Upload on its web site, if there is any, the project's data, such as brief description, depending on the level of support, objectives and outcomes, underscoring the financing support by the EEA FM.
- e) Place a poster with project-related information in other projects not falling under the obligation of placing signs or plates.
- f) If the project's budget exceeds €150.000, to keep a separate web page for the project including all project data, such as a brief description, the progress, the objectives and the outcomes in Greek and English; this web page shall be updated regularly and shall highlight the financial support by the EEA FM 2014-2021.
- g) If the project budget is below € 500.000, two publicity actions would suffice, such as seminar, or conference with competent bodies, or a press release or debriefing actions to the media, including an opening publicity activity and one closing event at the end of the project. If the project's budget exceeds € 500.000, three publicity actions shall be carried out.
- h) Inform the stakeholders participating in projects being co-financed by the EEA FM 2014-2021, on the project co-financing by the EEA FM 2014-2021 and its implementation in the context of the programme. Said information is displayed in any document or other certificate used during the project implementation or produced in this context.

## 6. PROJECT PROMOTERS KEEPING DATA AND SUPPORTING DOCUMENTS

- (i) (a) To keep and update a project file with all the data pertaining to the project's implementation until its completion, its final payment and operation. All the supporting documents regarding the expenditure and the accounting audits for a two-year-period shall be kept in the project's file, as of December 31st after the submission of accounts that include the completed project's final expenditure. The above data and supporting documents are kept either in the form of original or updated copies of the originals, or in commonly accepted data authorities, including the electronic publications of original documents or documents existing only in electronic form.
- (ii) To communicate to the competent Programme Operator the Form E.I.1\_6 "Project File Keeping Status", where are recorded, inter alia, the identity and address of any body keeping data and documents as well as the form of keeping such data, the latest upon submission of the first Expenditure Statement Bulletin.
- (iii) To respect specific terms or restrictions set by the special institutional framework for the project implementation or stipulated by the Programme Operator.

## 7. SPECIFIC TERMS

Project Promoters shall be bound to:

- Ensure that any remains or exported materials, in the context of the projects being co-financed by the programme, are reused, recycled, treated and/ or disposed of in an environmentally sound way
- Keep in their possession buildings that were purchased, constructed, renovated or refurbished, in the framework of a co-financed project of the programme, for a period of at least 5 years after the project completion and to continue using these buildings for the benefit of the project's objectives for the same period

- Have properly insured buildings that were purchased, constructed, renovated or refurbished, in the context of a co-financed programme project, for damage and losses due to fire, theft and other regularly insurable incidents both during the project implementation and for at least 5 years upon its completion.
- Have suitable resources for the maintenance of buildings that were purchased, constructed, renovated or refurbished, in the context of the con-financed project of the programme, for at least 5 years after the project completion. The project inclusion decision stipulates the special means for implementing this obligation.
- Moreover, as regards the purchase of equipment, a project promoter shall be liable to:
  - a) keep the equipment in its possession for at least five years after the project completion and to keep on using the equipment for the benefit of the project's general objectives for the same period of time,
  - (b) maintain the equipment duly insured against damage, such as fire, theft or other regularly insurable events during the project implementation and at least for five years upon the project completion
  - (c) own appropriate resources for the equipment maintenance for at least five years after the project completion
- In case of projects whereby the implementation involves selection of bodies or/and natural persons by the Project Promoter, based on the call for expression of interest, for which the necessary information (e.g description of selection procedure, criteria etc) was not examined during evaluation, the Project Promoter shall be bound to get an approval from the Programme Operator of the call for expression of interest addressed to bodies or/and natural persons, prior to its publication, as well as for any important modification thereof
- At the end of the project, the Beneficiary shall submit a report to the Programme Operator on the eventual impact of the project on further investment, as regards the dissemination of similar knowledge for innovative technologies and solutions in water management.