Cross border co-operation between Bulgaria and Serbia
2006 Project Fiche for Technical assistance

1. Basic Information

CRIS Number: BG 2006/018-388.01.03
Title: Technical Assistance for Cross border cooperation between Bulgaria- Serbia
Sector: Regional Development / CBC
Location: Bulgaria - Serbia
        Border Region
Duration: 36 Months
        Contracting deadline: 30/11/2008
        Execution of contract deadline: 30/11/2009

2. Objectives

2.1 Overall Objectives:
Support to Neighbourhood Programme implementation and the achievement of its objectives and priorities and preparing the future neighbourhood and cross-border programmes.

2.2 Project purpose
To provide a smooth administration of the Phare/CARDS Neighbourhood Programme between Bulgaria and Serbia & Montenegro and to support the relevant authorities and bodies in preparation of the neighbourhood and cross-border programmes 2007-2013.

2.3 Accession Partnership (AP) and NPAA priority
This support helps to adopt the acquis and strengthen the institutions necessary for implementing and enforcing the acquis. It also helps Bulgaria to develop the mechanisms and institutions that will be needed to implement EU Structural Funds after accession.

NPAA (Medium-term priority):
Promotion of cross-border co-operation

2.4 Contribution to National Development Plan (and/or Structural Funds Development Plan/SDP)
N/A

2.5 Cross-border impact
In the framework of this Neighbourhood Programme one horizontal measure for technical assistance will support Programme implementation and the achievement of its objectives and priorities.
Technical assistance will be used to ensure efficient, effective and transparent management and implementation of the Neighbourhood Programme. The smooth administration of the programme, that joins funds from two different EC sources – Phare CBC and Cards - and national co-financing, strictly depends on the capacity in management and in properly dealing with procedures in order to prevent and avoid bottlenecks. In addition, this project is expected to contribute to a more efficient transition from Phare CBC/CARDS instruments to Structural Funds and the new Instrument for Pre-Accession (IPA).

The activities are broadly divided into two categories:

I. Operational costs to the Programme including
   Programme management and implementation
   Projects preparation, programme publicity and evaluation

II. TA to future Programme preparation.

3. Description

3.1 Background and justification
The Joint Programming Document (JPD) is the basis for the Neighbourhood Programme of the border area between the Republic of Bulgaria and the State Union of Serbia and Montenegro. As such, this JPD lays the basis for implementing funds both from the EU Phare CBC programme (for Bulgaria) and from the EU CARDS programme (for Serbia and Montenegro).

The programme is structured into two main priority axes, supplemented by an additional one for the enhancement of local people to people actions. The Neighbourhood Programme strategy has in addition a horizontal measure for technical assistance at programme level.

The Neighbourhood Programme operates through an Implementing Agency (fulfilling the role of Contracting Authority) for the Phare CBC component (in Bulgaria) and a Programme Co-ordination and Management Unit (PCMU) for the CARDS component (in Serbia and Montenegro), while the Contracting Authority will be the European Agency for Reconstruction (EAR) in Serbia and Montenegro.

The TA is required to efficiently support the management structures for the Neighbourhood Programme: the national authorities responsible for Programme co-ordination (Implementing Agency in Bulgaria, and Programme Co-ordination and Management Unit in Serbia and Montenegro), a Joint Co-operation Committee and a Joint Steering Committee, assisted by a Joint Technical Secretariat. The operational costs of the Joint Technical Secretariat will be co-financed provided they comply with the list of tasks eligible for co-financing in the relevant EU regulations.

The proposal also includes support to forthcoming preparation of relevant documents and restructuring of the programming, management, implementation and evaluation of the future CBC BG – SCG programme in the framework of ERDF financing.

3.2 Sectoral rationale   N/A

3.3 Results
Financial support provided under the TA should produce the following results:
Smooth operation of the JTS, JSC and JCC through:
• Staff employed within the JTS, capable to manage the tasks prescribed in the JPD,
• Timely management of all Programme related meetings,
• JTS staff sufficiently competent to assist JCC, JSC, IA/PCMU in performing Neighbourhood Programme implementation;
• Increased awareness and information among the local beneficiaries, as well as suitably promoting programme’s results achieved and aims pursued;
• Improved different administrative activities related to the joint evaluation, monitoring and control process;
• Ready to finance project proposals;
• Programming documents for CBC between Bulgaria and Serbia and Montenegro for 2007-2013 prepared
• established and trained new managing structures.

3.4 Activities

Programme management and implementation
Eligible actions within the framework of the JPD horizontal measure are, as an indication, the following ones:
• Expenditure relating to the JTS
• Expenditure relating to the management, implementation, monitoring and control of the Programme

Projects preparation, programme publicity and evaluation
• Expenditure for assisting potential applicants in project preparation
• Expenditure relating to evaluations, audits, seminars, information, publicity concerning the Programme

TA to the Programme
• The TA will support MRDPW Ministry of Regional Development and Public Works and MIER Ministry for International Economic Relations in the preparation of the relevant Programming Documents for 2007-2013 in line with the adopted EC Regulations.
• The TA will also provide support to future managing structures and potential beneficiaries in the whole cycle of project preparation and implementation for the period 2007-2013

3.5 Linked activities
The project is the fourth of this type. The previous projects linked to the present are as follow:
- 2003/005.632.03 – Technical assistance for Multi Annual Programming and Implementation of future cross-border neighbourhood programmes with Serbia & Montenegro, FYRoM and Turkey
- 2004/016-785.01.03 – Technical assistance for the Implementation of the Neighbourhood Programme between Bulgaria and Serbia and Montenegro
- 2005/017-457.03 - Technical assistance for the Implementation of the Neighbourhood Programme between Bulgaria and Serbia and Montenegro

3.6 Lessons learned
The project is a direct product of lessons learned from previous Phare programmes, that is to say the necessity to develop sufficient and adequate planning and preparatory activities to anticipate and minimise problems in the implementation phase. In the Interim Evaluation of the EU Pre-Accession Instrument Phare of 01 August 2005 it was stated that the relevance of the TA projects under FM 2003 (modified) and FM 2004 is satisfactory. The JTS office in Pernik is almost fully equipped and is actually ready to start operating. The Bulgarian JTS staff (2 employees) is already appointed. Supporting structures on the Serbian side are foreseen as follows:
- JTS on the Bulgarian cross-border territory in Pernik - 1 employee;
- Sub-JTS on the Serbian cross-border territory in Nish – 1 employee;
- Local coordinator in Bor – 1 employee.

4. Institutional Framework
On the Bulgarian side, the responsibilities for Phare-CBC Programme/CARDS Neighbourhood Programme are laid down with the Phare Programme Implementing Agency at the Ministry of Regional Development and Public Works. It will be acting as a Contracting Authority with the overall responsibility for the programme implementation, as well as administrative, technical and financial management of the single projects. The MRDPW will ensure necessary human resources for the technical management of the project.

On the Serbian side, the responsibilities for day-to-day co-ordination are with the PCMU at the Ministry for International Economic Relations (MIER), while the European Agency for Reconstruction (EAR) will act as Contracting Authority.

The Joint Technical Secretariat will assist the Bulgarian MRDPW (IA and CBC Programming Department) and the Serbian PMCU in the implementation of the Neighbourhood Programme 2004-2006 and in preparation of the new 2007-2013 cross-border programme.
5 Detailed budget

5.1 Phare Support

<table>
<thead>
<tr>
<th>€M</th>
<th>Phare support</th>
<th>Co-financing</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>National Public Funds</td>
<td>Other Sources</td>
<td>Co-financing of Project</td>
</tr>
<tr>
<td>Year 2006 - Investment support jointly co-funded</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Investment support – sub-total</td>
<td>0</td>
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</tbody>
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<table>
<thead>
<tr>
<th>Year 2006 Institution Building support</th>
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</thead>
<tbody>
<tr>
<td>TA</td>
<td>0.200</td>
<td></td>
<td>0.200</td>
</tr>
<tr>
<td>Programme management and implementation</td>
<td>0.050</td>
<td></td>
<td>0.050</td>
</tr>
<tr>
<td>Projects preparation, programme publicity and evaluation</td>
<td>0.050</td>
<td></td>
<td>0.050</td>
</tr>
<tr>
<td>IB support</td>
<td>0.300</td>
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<td>0.300</td>
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</tbody>
</table>

Total project 2006 0.300

5.2 CARDS Support

<table>
<thead>
<tr>
<th>Year 2006 in €M</th>
<th>CARDS SUPPORT</th>
<th>National Co-financing</th>
<th>IFI</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Investment Support</td>
<td>IB</td>
<td>National CARDS</td>
<td>Total CARDS (=I+IB)</td>
</tr>
<tr>
<td>Grant Contract</td>
<td>0,050</td>
<td>0,050</td>
<td>0,050</td>
<td>0,050</td>
</tr>
<tr>
<td>TOTAL</td>
<td>0,050</td>
<td>0,050</td>
<td></td>
<td>0,050</td>
</tr>
</tbody>
</table>

6. Implementation Arrangements
6.1 Implementing Agency

**Bulgaria**

The Implementing Agency will be the Ministry of Regional Development and Public Works:

*Implementing Agency:*
Ministry of Regional Development and Public Works
Address: 17-19 Cyril and Methodius St. 1202 Sofia
Director: Stefan Gerasimov – Deputy PAO
Contact Person: Hristo Medarov
Phone: +359 2 9405-237
Fax: +359 2 987 0737
E-mail: hmedarov@mrrb.government.bg

**Serbia**

*Programme Co-ordination and Management Unit*
Government of the Republic of Serbia
Ministry of International Economic Relations
Assistant Minister: Gordana Lazarevic
Contact persons: Kristina Askovic
Address: Gracanicka 8, 11000 Belgrade
Phone: +381-11-3346-591
Fax: +381-11-3346-844
E-mail: kaskovic@mier.sr.gov.yu

*Contracting Authority*
European Agency for Reconstruction
Local Government and Regional Development Programme
Programme manager: Wout Soer
Contact person: Danka Bogetic
Phone: +381-11-30-26-618
Fax: +381-11-30-23-455
E-mail: wout.soer@ear.eu.int

6.2. Twinning

N/A

6.3. Non-standard aspects

“The Practical Guide to Contract Procedures for EC external actions” valid as from the 01/02/2006 will be followed. After accession, the national Bulgarian procurement legislation will be in force.

6.4. Contracts

One Framework Contract assignment for TA – Phare amounting at €M 0.200 will be concluded.
Operational costs to the Programme including: Programme management and implementation - Phare amount € M 0.050 and Projects preparation, programme publicity and evaluation - Phare amount € M 0.050 with ex-ante approval of budget lines by EC Delegation in Sofia.
7. Implementation Schedule

<table>
<thead>
<tr>
<th></th>
<th>TA</th>
<th>Operational costs (Programme management and implementation; Projects preparation, programme publicity and evaluation)</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.1 Start of tendering</td>
<td>September 2006</td>
<td>January 2007</td>
</tr>
<tr>
<td>7.2 Start of project activity:</td>
<td>December 2006</td>
<td>January 2007</td>
</tr>
<tr>
<td>7.3 Project completion:</td>
<td>May 2007</td>
<td>September 2009</td>
</tr>
</tbody>
</table>

8. Equal Opportunity
The project will be in no way discriminatory in terms of gender, life-style, religion or politics. It will contribute to the equal opportunities referring to gender.

9. Environment
N/A

10. Rates of return
N/A

11. Investment criteria
N/A

12. Conditionality and sequencing
The project will start after signing of the Financing Memorandum between Bulgaria and the European Commission for 2006.

Annexes to Project Fiche:
1. Logical Framework in standard format
2. Detailed implementation chart
3. Contracting and disbursement schedule
**Annex 1**

<table>
<thead>
<tr>
<th>LOGFRAME PLANNING MATRIX FOR</th>
<th>Project number</th>
<th>Contracting period</th>
<th>Execution of contract period</th>
<th>Phare budget:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Title: TECHNICAL ASSISTANCE TO THE BULGARIA - SERBIA CROSS-BORDER CO-OPERATION PROGRAMME</td>
<td>2006/018-388.01.03</td>
<td>expires 30.11.2008</td>
<td>expires 30.11.2009</td>
<td>€M 0,300</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Overall objectives</th>
<th>Objectively verifiable indicators</th>
<th>Sources of Verification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Support to Neighbourhood Programme implementation and the achievement of its objectives and priorities and preparing the future neighbourhood and cross-border programmes</td>
<td>Positive assessment on the Neighbourhood Programme implementation and the structures involved in it</td>
<td>Implementing Agency reports, Independent evaluations</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Project purpose</th>
<th>Objectively verifiable indicators</th>
<th>Sources of Verification</th>
<th>Assumptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>To provide a smooth administration of the Phare/CARDS Neighbourhood Programme between Bulgaria and Serbia &amp; Montenegro and to support the relevant authorities and bodies in preparation of the neighbourhood and cross-border programmes 2007-2013.</td>
<td>Number and type of projects successfully carried out</td>
<td>Monitoring Reports, Progress Reports</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Results</th>
<th>Objectively verifiable indicators</th>
<th>Sources of Verification</th>
<th>Assumptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Staff employed within the JTS, capable to manage the tasks prescribed in the JPD, • Timely management of all Programme related meetings, • JTS staff sufficiently competent to</td>
<td>Sufficient number of staff employed and trained – at least 3 • A regional office set up and operational • A branch office in Serbia is set up (optional)</td>
<td>Monitoring and evaluation reports</td>
<td></td>
</tr>
</tbody>
</table>
assist JCC, JSC, IA/PCMU in performing Neighbourhood Programme implementation;
• Increased awareness and information among the local beneficiaries, as well as suitably promoting programme’s results achieved and aims pursued;
• Improved different administrative activities related to the joint evaluation, monitoring and control process;
• Ready to finance project proposals;
• Programming documents for CBC between Bulgaria and Serbia and Montenegro for 2007-2013 prepared
• established and trained new managing structures.

<table>
<thead>
<tr>
<th>Activities</th>
<th>Means</th>
<th>Assumptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Programme management and implementation</td>
<td>The PF will be implemented (at least for the Phare component) through one Framework contract for TA – Phare amount €M 0.200. Operational costs to the Programme - Phare amount €M 0.100 with ex-ante approval of budget lines by EC Delegation in Sofia. TA funds will be transferred to the BG IA, which will be responsible for using them for the purposes detailed in the PF.</td>
<td></td>
</tr>
<tr>
<td>Projects preparation, programme publicity and evaluation</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

• Number of signed grant contracts under FM 2006
• Successfully implemented projects under FM 2006
• Successful launch of Call for Proposals – 2 as per the FM
• Promotion and information campaigns timely launched – at least 2
• Developed programming documents and structures for the period 2007-2013
publicity concerning the Programme

**TA to the Programme**

- The TA will support MRDPW in the preparation of the relevant Programming Documents for 2007-2013 in line with the adopted EC Regulations.
- The TA will also provide support to future managing structures and potential beneficiaries in the whole cycle of project preparation and implementation for the period 2007-2013
ANNEX 2
IMPLEMENTATION CHART

Project title:
TECHNICAL ASSISTANCE TO THE BULGARIA - SERBIA CROSS-BORDER CO-OPERATION PROGRAMME

<table>
<thead>
<tr>
<th>Components</th>
<th>2006</th>
<th>2007</th>
<th>2008</th>
<th>2009</th>
</tr>
</thead>
<tbody>
<tr>
<td>TA-Framework contract</td>
<td>T</td>
<td>T</td>
<td>T</td>
<td>C/I</td>
</tr>
<tr>
<td>Programme management and</td>
<td>C</td>
<td>I</td>
<td>I</td>
<td>I</td>
</tr>
<tr>
<td>implementation</td>
<td>I</td>
<td>I</td>
<td>I</td>
<td>I</td>
</tr>
<tr>
<td>Projects preparation, programme</td>
<td>C</td>
<td>I</td>
<td>I</td>
<td>I</td>
</tr>
<tr>
<td>publicity and evaluation</td>
<td>I</td>
<td>I</td>
<td>I</td>
<td>I</td>
</tr>
</tbody>
</table>

T = Tendering       C = Contracting       I = Implementation/works
# ANNEX 3

## CONTRACTING AND DISBURSEMENT SCHEDULE BY QUARTER

### TECHNICAL ASSISTANCE TO THE BULGARIA - SERBIA CROSS-BORDER CO-OPERATION PROGRAMME

<table>
<thead>
<tr>
<th>CONTRACTING</th>
<th>Cumulative contracting schedule by quarter in €M</th>
<th>2006</th>
<th>2007</th>
<th>2008</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>I</td>
<td>II</td>
<td>III</td>
<td>IV</td>
<td>I</td>
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<tr>
<td>Programme management and implementation</td>
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<td>0,050</td>
<td>0,050</td>
<td>0,050</td>
<td>0,050</td>
</tr>
<tr>
<td>Projects preparation, programme publicity and evaluation</td>
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<td>0,050</td>
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<table>
<thead>
<tr>
<th>DISBURSEMENT</th>
<th>Cumulative disbursement schedule by quarter in € M</th>
<th>2006</th>
<th>2007</th>
<th>2008</th>
<th>Total</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>I</td>
<td>II</td>
<td>III</td>
<td>IV</td>
<td>I</td>
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<td>0,050</td>
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<td>0,050</td>
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<tr>
<td>Projects preparation, programme publicity and evaluation</td>
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<tr>
<td><strong>TOTAL</strong></td>
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<td>0,280</td>
<td>0,300</td>
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