PHARE 2003
STANDARD SUMMARY PROJECT FICHÉ

1. Basic Information

1.1 Cris number:  2003/005-632.03
1.2 Title: Technical Assistance for Multi Annual Programming and Implementation of future cross border neighbourhood programmes with Serbia & Montenegro, FYROM and Turkey
1.3 Sector: AA
1.4 Location: Bulgaria: north-west, south-west and south-east Regions

2. Objectives

2.1 Overall objectives

• to help the border regions to overcome specific development problems resulting from their relative isolation in the framework of national economies; and
• to establish and develop co-operative networks on both sides of the border.

2.2 Purpose of the project

• Strengthening the capacity to prepare adequate cross border programmes and projects in the context of Phare Cross Border Co-operation / Neighbourhood Programmes between Bulgaria and Serbia & Montenegro, FYROM and Turkey.
• Support the relevant authorities to prepare a pipeline of mature projects

2.3 Accession Partnership and NPAA priority

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

2.4 Contribution to the National Development Plan

NA

2.5 Cross-border Impact
The project will promote cross border co-operation with Serbia & Montenegro, FYROM and Turkey. Special attention will be given to the preparation of truly joint projects and to projects with a strong cross-border co-operation character. Projects will be identified and will be prepared in close co-operation with the regional and local authorities in the border areas.

3. Description

3.1 Background and justification
Phare CBC programmes have been designed to prepare Candidate Countries for future participation to INTERREG III A programme. So far, CBC programmes have only been implemented at Bulgarian-Greece
(since 1994) and Bulgarian-Romanian (since 1999) borders. Experience proved that it takes long to develop real cross-border projects and to give the opportunity to all local stakeholders to actively collaborate to the identification, selection and implementation of these programmes.

In the context of the forthcoming extension of the Phare CBC Regulation to cover the external borders of Romania as of 2004, and taking into account the Communication “Paving the way for a New Neighbourhood Instrument”, in order to prepare for the implementation of Phare CBC programmes (Neighbourhood programmes) at external borders and not to deepen the gap between Member States / Candidate Countries and other neighbouring countries, Bulgarian authorities want to implement this project to prepare future cross-border co-operation programmes with their neighbouring non-candidate countries, namely Serbia & Montenegro and FYROM and with their neighbouring candidate country Turkey.

Given difficulties linked to limited administrative capacities of concerned countries, to different procedures existing in order to attract EU funding to these cross-border initiatives (PHARE CBC for Bulgaria, CARDS for Serbia & Montenegro and FYROM, Pre-accession financial assistance programme for Turkey), additional preparation efforts are needed.

The Phare CBC Implementing Agency within the Ministry Regional Development and Public Works (MRDPW) which is responsible, at central level, for the overall co-ordination for the Phare CBC Programmes in Bulgaria, will also be responsible for future programmes at “external borders” with Serbia & Montenegro, FYROM and Turkey.

3.2 Linked activities:

NA

3.3 Results

- Definition of adequate procedures to manage future programmes (including proposals for adapting existing procedures followed for CBC programmes to other community tools constrains: Cards, Pre-accession financial assistance programme)
- Definition of adequate procedures for managing the Joint Small Project Funds
- Identification and preparation of a first set of projects (including feasibility studies, project fiches etc).

3.4 Activities

The project will provide direct support to the DG Programming and the Phare Implementing Agency in the Ministry of Regional Development and Public Works (MRDPW), local authorities, future beneficiaries and other relevant bodies concerned by future Phare CBC / Neighbourhood programmes.

It is foreseen one TA for border with Turkey and one TA for borders with Serbia & Montenegro and FYROM.

The two Technical Assistance will provide support to the DG Programming and the Phare Implementing Agency for:

1. Information of local beneficiaries on both sides of concerned borders

The TA will be responsible for organising, under the responsibility of MRDPW, local workshops for beneficiaries to raise awareness on the programme, its specificity, eligible activities, project identification, preparation and approval procedures. Additional information activities will be carried out if needed (leaflets,…).
2. **Setting up procedures to manage the future programmes (including proposals for adapting existing procedures followed for CBC programmes to Cards for Serbia & Montenegro and FYROM, Pre-accession financial assistance programme for Turkey) in line with the guidance the Commission will provide concerning the Neighbourhood programmes.**

The TA will assist the CBC Implementing Agency of the MRDPW to define an implementation strategy for those future programmes (drafting guidelines and procedures; training programmes for staff of key local/regional institutions to be involved). Given constraints imposed by Cards and Pre-accession financial assistance programme rules, the TA will try to develop simple procedures to the greatest possible extent to avoid duplications.

The TA will also assist the CBC Implementing Agency in defining the procedures for managing Joint Small Project Funds. To the greatest possible extent it will try to harmonise procedures with those used in Serbia & Montenegro, FYROM and Turkey for similar type of projects.

TA will also prepare information documents on cross border co-operation issues related to each border regions and will provide material for local relevant bodies and central administration to get them familiar with all matters on CBC.

3. **Training of local staff**

The TA will assist the MRDPW in identifying training needs of local/regional institutions involved in the implementation of the future programmes (including JSPF): preparation of business plans, cost benefit analysis and any other matters related to the identification, preparation and implementation of projects.

A special manual will be also prepared and provided for central and local authorities. Documents for periodical information presentation in the concerned areas, to be performed by representatives of MDPW, will be also provided.

4. **Project preparation facility**

The TA will assist the DG Programming and Phare CBC Implementing Agency within the MRPDW in order to identify project proposals, to assess them (eligibility, cost/benefit analysis,…) and to rank them. The TA will provide assistance to beneficiaries for project preparation (completion of feasibility studies; technical design; environmental impact assessment; preparation of project fiches; tender dossiers…). The objective is to prepare a mature pipeline of projects (minimum 8) in the fields of Justice and Home Affairs/Border Management, Transport, Economic Development and Environment for future Phare CBC/Neighbourhood Programmes.

3.5 **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.

4. **Institutional Framework**

The main institution involved in the implementation process of the project is the MINISTRY OF REGIONAL DEVELOPMENT and PUBLIC WORKS (MRDPW) through the CBC Implementing Agency which also will co-ordinate all activities related to the implementation of the contract

- **Beneficiary Institution** – Ministry of Regional Development and Public Works (MRDPW), Bulgaria
- **Contracting Authority** - Ministry of Regional Development and Public Works (MRDPW), Bulgaria
5. Detailed Budget

<table>
<thead>
<tr>
<th>Component/Sub-Project</th>
<th>Phare Support (in MEUR)</th>
<th></th>
<th></th>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Investment Support (I)</td>
<td>IB</td>
<td>Total Phare (I+IB)</td>
<td>National Co-financing</td>
<td>IFI</td>
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<tr>
<td>1. TA for Turkey</td>
<td>300.000</td>
<td>300.000</td>
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<td>300.000</td>
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<tr>
<td>2. TA for Serbia &amp; Montenegro and FYROM</td>
<td>600.000</td>
<td>600.000</td>
<td>0</td>
<td>0</td>
<td>600.000</td>
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<tr>
<td>Total</td>
<td>900.000</td>
<td>900.000</td>
<td>0</td>
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</table>

6. Implementation Arrangements

6.1. Implementing Agency

The Implementing Agency will be the Ministry of Regional Development and Public Works, through its Cross Border Co-operation Implementation Agency, which will retain overall responsibility for the implementation of the programme, including: approval of tender documents, evaluation criteria, evaluation of offers, signature of contracts, authorisation of invoices. The Payments Directorate within the same ministry will make the payments of invoices.

The Cross Border Co-operation Implementation Agency will support the beneficiaries in their activities concerning the preparation of tender dossiers and related documents.

6.2. Twinning Arrangement

Not Applicable

6.3. Non standard aspects

There are no non-standard contracts or tender procedures envisaged within this project. “The Practical Guide to Contract Procedures financed from the General Budget for the European Communities in the context of external actions” will be strictly followed.

6.4 Contract

2 Service Contracts will be concluded to perform activities foreseen; Phare budget: 0,900 M€ (0,600 + 0,300)

7. Implementation Schedule

7.1 Start of tendering/call for proposals

November 2003

7.2 Start of project activity

April 2004

7.3 Project completion

June 2005
8. Equal Opportunity

The project implementation procedures will ensure that the project brings benefits to men and women, and to ethnic groups in equal measure. Special attention will be paid to ensure that women and members of ethnic groups are included in the project activities.

9. Environment

Not Applicable

10. Rates of return

Not Applicable

11. Investment criteria

Not Applicable

12. Conditionality and sequencing

The Ministry of Regional Development and Public Works undertakes to finance any additional costs, which may arise in order to ensure timely completion and implementation of this project.

Annexes to project Fiche

1. Logical framework matrix in standard format
2. Detailed implementation chart
3. Contracting and disbursement schedule by quarter for full duration of programme (including disbursement period)
## ANNEX 1 – LOGFRAME PLANNING MATRIX

**Technical Assistance for Multi Annual Programming and Implementation of future cross border/Neighbourhood programmes with Serbia & Montenegro, FYROM and Turkey**

<table>
<thead>
<tr>
<th>Contracting period expires:</th>
<th>30 November 2005</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deadline for execution of contracts:</td>
<td>30 November 2006</td>
</tr>
<tr>
<td>Total Budget:</td>
<td>0.9 MEUR</td>
</tr>
</tbody>
</table>

### Wider Objectives

The Technical Assistance will support the preparation of projects within the future Phare CBC/Neighbourhood programmes and as a consequence it will promote the key objectives of the Phare CBC Programme, namely:

- to help the border regions to overcome specific development problems resulting from their relative isolation in the framework of national economies; and
- to establish and develop co-operative networks on both sides of the border.

### Indicators of Achievement

- Increased Bulgarian and foreign investment in the region
- Improvement of the bilateral relations between Bulgaria, Serbia & Montenegro, FYROM and Turkey

### Sources of Information

- Government and international statistics
- Protocols of co-operation signed between the two countries
- Reports from local authorities and NGOs

### Purpose of the Project

- Strengthening the capacity to prepare adequate programmes and projects in the context of future Phare Cross Border Co-operation / Neighbourhood Programme between Bulgaria, Serbia, FYROM and Turkey
- Support the relevant authorities to prepare a pipeline of mature projects in both infrastructure and environmental sectors to be proposed for future Phare CBC/Neighbourhood programmes.

### Indicators of Achievement

- Minimum 20% increase of the number of experts within the Bulgarian authorities able to prepare new projects
- Well prepared Financing Proposals for future programmes including mature projects ready to start implementation after signing of the relevant Financing Memoranda.

### Sources of Information

- Monitoring and assessment reports;
- reports of the Phare IA (RO);
- Programme evaluation

### Assumptions and Risks

- Efficient programme management (implementation, monitoring assessment);
- Continued commitment of the Government towards the priorities of the programme and regional development;
- availability of qualified staff and institutional support;
- sustained interest of the border region population in development and co-operation.
### Results of Project

Establishment of a Project Preparation Facility that will provide short-term technical assistance, during two calendar years, in order to support the Phare CBC IA within the Ministry of Regional Development and Public Works (MRDPW) for the Phare CBC/Neighbourhood programmes between Bulgaria and Serbia & Montenegro, FYROM and Turkey programmes. This assistance is referring to all the activities related to the Phare CBC projects life cycle (identification, programming, contracting, implementation, etc), including revision of the JSPF documents. The Bulgarian authorities involved in the programming phase will be supported with short-term expertise in order to produce relevant background documentation, feasibility studies, project technical designs, terms of reference, technical specifications and tender dossiers, etc.

### Indicators of Achievement

- Minimum 8 mature projects for Justice and Home Affaires/ Border Management, Transport, Economic Development and Environment for Phare CBC/Neighbourhood Programmes prepared under the PPF.

### Sources of Information

- CBC IA reports;
- Project completion reports;
- Monitoring and assessment reports;
- Financing proposals

### Assumptions and Risks

- Availability of adequate funds through the next Phare CBC Programmes to finance the prepared projects
- Availability of co-financing for the prepared projects from the Serbian, FYROM and Turkish authorities
<table>
<thead>
<tr>
<th>Activities</th>
<th>Means</th>
<th>Sources</th>
<th>Assumptions and Risks</th>
</tr>
</thead>
</table>
| TA will provide preparation/revision of:  
  • feasibility studies  
  • detailed designs of investment projects  
  • tender dossiers, including technical specifications, terms of reference, procurement plans and other relevant documents  
  • environmental impact assessments | • Adequate team of consultants  
  • reports issued by MRDPW and consultants  
  • MRDPW bank statements | • Well functioning co-operation and co-ordination between Bulgarian, Serbian, FYROM and Turkish Authorities;  
  • Continuity of staff and policy in MRDPW and other involved institutions enabling preparation and implementation of the projects without delays.  
  • Availability of necessary information to prepare good quality documents for the preparation of the projects |

### Annex 2 – Detailed implementation chart

*Project title: Technical Assistance for Multi Annual Programming and Implementation of future cross border programmes/ neighbourhood with Serbia & Montenegro FYROM and Turkey*

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<tbody>
<tr>
<td>1. TA for Turkey</td>
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<td>C/I</td>
<td>C/I</td>
<td>I</td>
<td>I</td>
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<td>I</td>
<td>I</td>
</tr>
<tr>
<td>2 TA for Serbia &amp; Montenegro and FYROM</td>
<td>T</td>
<td></td>
<td>C/I</td>
<td>C/I</td>
<td>I</td>
<td>I</td>
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</tbody>
</table>

T: Tender Procedures  
C: Contracting  
I: Implementation
### Annex 3 – Contracting and disbursement schedule by quarter

**Project title:** Technical Assistance for Multi Annual Programming and Implementation of future cross border programmes/ neighbourhood with Serbia & Montenegro, FYROM and Turkey

#### Cumulative contracting schedule by quarter in MEUR (planned)

<table>
<thead>
<tr>
<th>Components</th>
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<th>2004</th>
<th>2005</th>
<th>2006</th>
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<tr>
<td></td>
<td>III</td>
<td>IV</td>
<td>I</td>
<td>II</td>
</tr>
<tr>
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<td>0.6</td>
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</tr>
<tr>
<td><strong>Total contracting:</strong></td>
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<td><strong>0.9</strong></td>
<td><strong>0.9</strong></td>
<td><strong>0.9</strong></td>
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</tbody>
</table>

#### Cumulative disbursement schedule by quarter in MEUR (planned)

<table>
<thead>
<tr>
<th>Components</th>
<th>2003</th>
<th>2004</th>
<th>2005</th>
<th>2006</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>III</td>
<td>IV</td>
<td>I</td>
<td>II</td>
</tr>
<tr>
<td>1 TA for Turkey</td>
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<td><strong>Total disbursement:</strong></td>
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<td><strong>0.45</strong></td>
<td><strong>0.67</strong></td>
<td><strong>0.75</strong></td>
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