1. Basic information

1.1 Project Number: CZ2002/000-608.13.03 & PL2002/000-607.03

1.2 Project Title: Joint Small Projects Fund

1.3 Sector: all

1.4 Project Location
Cross-border region: Czech Republic – Poland

Districts:
Czech Republic: Liberec, Jablonec n.N., Semily, Trutnov, Náchod, Rychnov n. Kněžnou, Ústí n. O., Šumperk, Jeseník, Bruntál, Opava, Karviná, Frýdek – Mištek, City of Ostrava

Poland: Towns and communes constituting the following Polish-Czech Euroregions: Nysa, Glacensis, Pradziad, Silesia, Śląsk Cieszyński

2. Objectives

2.1 Overall Objective(s)
The Joint Small Projects Fund (JSPF) supports the key objectives of the Czech-Polish CBC Programme, namely to help the border regions to overcome specific development problems resulting from their relative isolation in the framework of national economics. The JSPF supports the establishment and development of co-operative networks on both sides of the border between people, organisations and institutions, and the creation of linkages between these networks and wider European Union networks. The JSPF aims:

- To support the further development of the economic potential of the Polish – Czech border region, in particular through the utilisation of the tourism potential;
- To reduce the peripheral character of these areas, thereby improving the quality of life and creating a co-operative network on both sides of the border.

In pursuing these objectives, the JSPF provides a flexible approach to funding smaller-scale “people-to-people” type of actions, which are defined on the basis of local/regional needs, and which have a cross-border impact.

2.2 Project Purpose
The projects will contribute to the overall process leading to creation of one integrated socio-economic border area by supporting local and regional development across the border through small-scale activities in the fields mentioned in Article 5.1 a) to n) of the Commission Regulation No. 2760/98 of 18 December 1998. Across the various fields eligible for support, the JSPF will seek:

- to support establishment or further development and deepening of the contacts between different regional and local institutions on either side of the border (i.e. NGOs, schools, local authorities, youth and sport associations) involved in cross border co-operation where special attention is paid to the EU related issues.

2.3 Accession Partnership and NPAA Priority
The JSPF plays an important part in the process of the preparation of the Czech Republic and Poland for accession, in particular through developing and further strengthening of cross-border relations and structures between people and institutions on both sides of the border. In addition, there is an important capacity building dimension of the JSPF for local and regional actors. These funds are part of a process of creating “integration-minded” border regions. The project represents thus an important element in the preparation of Poland and the Czech Republic for the adoption of Structural Funds and is fully in compliance with the priorities of the NPAA and Accession Partnership. In addition, the project supports the social and economic integration between the border regions of candidate countries.

The project proposed is compliant with the Polish – Czech cross-border area development strategy defined in the Joint Programming Document Phare CBC Poland – Czech Republic 2000 – 2006. It refers to one of the main priorities: Social sphere – Goal 4.3.2: ‘Communities from both sides of the border should get know each other’. The initiatives undertaken within the implementation of the project will – as defined in the JPD - contribute to:

- the strengthening of the cultural, scientific and educational potential in the Polish-Czech border region;
- the collaboration between schools and organisations engaged in educating children and young adults, schooling and scientific-research measures;
- the co-operation in the field of creation of and access to culture, organisation of cultural events, cultivation of local and regional traditions.

Phare CBC 2002, Czech Republic - Poland
2.4 Cross-border Impact of the Project
The JSPF will contribute to the removal of existing disparities between regions on both sides of the border through the implementation of a wide range of small-scale actions. This is particularly important in view of future integration into the European Union. Full membership will require the approximation of levels of economic activity and living standards in particular in the border regions in order to avoid undue problems connected to the removal of borders and the introduction of the principle of free movement.

The implementation of the initiatives within the JSPF will allow for establishment of new and further development and deepening of the existing linkages between partner institutions on either side of the border. All the projects within the Fund will be realised in close co-operation with counterparts from both countries. However, the most important element of the cross border impact is the influence of the assistance on the everyday contacts between people from the border region of Poland and the Czech Republic. The implementation of the JSPF is extremely important as far as the reduction of existing differences of historical, cultural or linguistic character is concerned.

3. Description

3.1 Background and Justification
The inclusion of the JSPF in the 2002 Phare CBC Programme reflects the evolution in the Phare CBC Programme in Poland and in the Czech Republic from an exclusively project-by-project approach to the gradual inclusion of flexible funding mechanisms, beginning with the Small Projects Fund in 1995 in Poland and in 1996 in the Czech Republic. The success of the mechanism in addressing identified local needs with local/regional actors and a relatively quick implementation record prompted the inclusion of more funds in the next Phare CBC Programmes for both border regions (Small Projects Fund, Baltic Small Project Facility, Reforestation Fund, Fund for Renewal of Rural Areas). The revisions of past Phare CBC Programmes in the aftermath of the severe floods of 1997 led to the formulation of the Flood Area Reconstruction Programme, which again adopted a mechanism of fund approach and was implemented also in Czech-Polish border regions. Thus, there is now a considerable body of experience in Poland and the Czech Republic, and significantly in the border regions, of the mechanics of Fund operation. Past experience has demonstrated that the fund approach is an efficient mechanism to address small-scale intervention in both "soft" (Small Project Fund) and "hard" measures (infrastructure – the Flood Area Reconstruction Programme).

The fund model closely mirrors the INTERREG approach to programming with indicative allocations identified across broad priority areas for intervention and projects decided later by committees of local/regional actors. This approach is particularly useful in the context of pre-accession and the preparation of local/regional administrations for access to the Structural Funds through providing the latter with a framework that more closely mirrors those of their EU counterparts. Moreover funds are seen as ideal mechanisms for the "maturing" of cross-border co-operation through allowing greater possibilities for the definition and preparation of joint projects.

The Joint Programming Document for the Czech-Polish CBC Programme was developed in close co-operation with local and regional actors. The Document reflects the needs and problems of the border region and defines priorities. The Joint Small Projects Fund is in line with the mechanisms described in the JPD and is aimed at implementation of undertakings that help to overcome the problems of the border region.

To summarise, the inclusion of the JSPF into the programme is a logical step forward in the overall context of the Czech Republic’s and Poland’s future accession to the EU, and in the specific context of the development of cross-border co-operation and evolution of the Phare CBC Programme in the pre-accession context.

3.2 Linked Activities
The JSPF forms an integral part of the CBC Phare Programme. It complements other projects of the CBC Programme primarily by creating a flexible mechanism for the support of small-scale ad hoc activities and themes.

The JSPF of the 2002 programme will be based on the experience with the Small Project Fund supported by previous programmes in Poland since 1995 and in the Czech Republic since 1996 through 2001. In the Czech-Polish border region the experience has been gained through the implementation of the JSPF CBC Programmes since 1999.

3.3 Results
Implementation of the Joint Small Projects Fund is expected to lead to the following results:
- increased level of public awareness and information on cross-border co-operation affairs and on the process of European integration;
• encouraged local involvement in the Phare CBC Programme and to support small-scale actions which may form the basis for larger cross-border co-operation projects;
• increased absorption capacity through creation and development of the specialist resources of local and regional institutions involved in regional development, groundwork and implementation of cross-border projects in line with EU practice;
• permanent cross-border structures created among the local and regional organisations in the border region in question;
• increased intensity and level of cross-border co-operation in the whole scope of JSPF activities.

3.4 Activities

General Criteria for Eligibility:
In general terms the eligible actions should meet the following conditions:
a) Have a strong and evident cross-border aspect (joint projects, especially where co-financed jointly by Czech and Polish project partners, will be particularly prioritised);
b) Full compliance with the objectives, priorities and measures as defined in the Joint Programming Document;
c) Be financially assessed realistically and transparently;
d) Be ready for implementation;
e) Contribute to institution and capacity building;
f) Be supportive to, but under no circumstances be in contradiction with relevant national strategies and long-term development plans of the municipality or the region;
g) Projects that are part of an overall strategy/plan for the development of the region/town/municipality will be prioritised; in particular the compliance of project proposals with the objectives and measures specified in the relevant Regional Development Strategies will be taken into consideration for the assessment and selection of actions to be funded under the JSPF;
h) Contain innovative approaches (e.g. pilot projects).

Eligibility of Applicants
Applicants must comply with the following conditions in order to be eligible for a grant:
a) Be non-profit-making organisation and located and acting, in the eligible border regions;
b) Be directly responsible for the preparation and management of the project;
c) Have stable and sufficient sources of finance to ensure the continuity of their organisation throughout the project, be able to provide requested co-financing of total eligible project costs. The beneficiary contribution will be in a form of joint co-financing;
d) Be experienced and able to demonstrate their capacity to manage larger scale activity corresponding with the size of the project for which a grant is requested.
The JSPF is open to all eligible entities on an equal basis.

Entities not entitled to an JSPF contribution
Entities operating on a profit-making basis, political parties, state organisations or institutions in a field of activities provided by them in the frame of execution of the state administration which is stipulated by a relevant Law are not eligible for the JSPF CBC Programme.
In order to avoid conflict of interests eligible entities will also not be allowed to apply within a regular call for proposals if they are simultaneously involved in:
a) nomination of representatives to the JSPF implementation structures;
b) project evaluation and project selection;
c) administration of the JSPF;
d) monitoring of the JSPF.

Actions eligible for small-scale projects under the JSPF
Eligible actions to be supported under the JSPF are defined in more detail below. On this basis, the Implementing Agency will develop more detailed operational guidelines in consultation with the relevant regional institutions which will be published and available for applicants as soon as a call for proposals is launched.
The JSPF priority will be financial support to soft (non-investment) small-scale actions within the eligible areas for the CBC programme as defined in Article 5.1 a) to n) of the Commission Regulation No. 2760/98. JSPF will not include physical investments other than small infrastructure not generating substantial net revenue. Thereby, the Fund will continue to pay particular attention to the support of small-scale actions that bring people and institutions together in their joint efforts to develop the cross-border area. In particular, the JSPF will support:
Cultural Exchanges: such cultural exchanges that already exist and that are being newly established between local groups on both sides of the border region (e.g. meetings and exchanges among youth, artistic activities, folk events, sporting activities and similar actions; projects promoting joint awareness raising activities (e.g. regional history or development issues). An emphasis will be on supporting cultural exchanges and co-operation in their start-up phase with a view to generating lasting co-operation (with a special focus on networking activities). The subject of support will be mainly the organisational part of events.

Local Democracy: actions that help create and intensify the skills of organisational structures in local and regional public administration and other elements of a democratic society (e.g. chambers of commerce, trade associations, tourism associations, trade unions, NGOs); relevant training courses and information will be provided supporting exchange visits, project preparation and exchange of information.

Human Resources: projects relating to development of local human resources and training focused on a wide variety of participant groups: e.g. projects encouraging co-operation in vocational training, cross-border employment promotion measures projects that utilise training, educational, research, technology establishments on both sides of the border, project focused on training in tourism sector, etc. Such projects might also include provision for language training, including applied language courses that must directly facilitate cross-border development and co-operation.

Planning and development studies: projects that create the preconditions for joint planning in a border region (e.g. joint land use planning in bordering settlements, management plans of national parks and landscape protected areas, planning of joint rescue and emergency operations) development of project applications and feasibility studies for large Phare CBC and future INTERREG projects.

Economic Development: local economic development in the field of business co-operation, enterprise development, creation of cross-border co-operation structures and partnerships among supporting organisations (such as chambers of commerce, business-related research, technology and development centres. etc.)

Environment: JSPF will promote assessment of ecological problems, environmental training, and actions aimed at increasing public environmental awareness including legislation issues (e.g. awareness raising for municipalities and NGOs on Natura 2000 sites, the Habitants and Birds Directives, EIA directives, etc.)

Tourism: JSPF can support a range of actions for tourism development - such as joint planning, preparation of local and regional tourism development strategies and action plans, institutional strengthening measures, development of quality and environmentally friendly tourism (including joint projects in agrotourism, ecotourism etc.).

To avoid duplications the Grant Application Form will include information on relation of the project to other EU/national programmes/projects as well as the funding sources.

Priority will be given to projects jointly financed by Czech and Polish CBC programmes.

3.5 Lessons learned
Conclusions and recommendations of interim evaluation, monitoring and assessment reports of the previous Phare CBC programmes have been considered into the FM and PF and will be further explored and incorporated in the detailed project design and its implementation.

Experience from the last programme CBC Phare 1999 in implementation of procedures of the JSPF has been integrated in the relevant documents developed for JSPF 2000 and 2001, including modification of the form of the project. The programme for training of members of Secretariats, JREC, RSC and assessors has been also modified according to experience from last programme.

4. Institutional Framework
The project will be implemented under the overall responsibility of two Implementing Agencies:
- the Ministry for Regional Development in conjunction with its Centre for Regional Development in the Czech Republic (MRD-CRD) and
- the Implementing Agency for the Phare Cross Border Co-operation Programme at the Ministry of Internal Affairs and Administration in Poland (the IA CBC Phare).

Both of these are finally responsible for the management of the funds allocated to their specific parts of the JSPF and reserve therefore certain rights with respect to approving individual regional JSPFs and reserve the right to supervise them: issuing of guidelines; definition of the responsibilities of institutions involved in the JSPF; approval of the institutional set-up; specification of the rules for financial management and for regular submission of reports; the IA CBC Phare and MRD-CRD have the right of veto over certain projects that have been approved in contravention of the established rules; and finally the IA CBC Phare and MRD-CRD are responsible for the provision of on-going support to institutions in the regions in the form of training or consultation through experts chosen by the IA CBC Phare/MRD-CRD.

The Regional Steering Committee (RSC), has been established as a joint Phare CBC Steering Committee which will have key function in a process of final approval of the JSPF projects. Both the Czech and Polish delegations will be
equally represented in the RSC. Each delegation will have 12 voting members. Projects will be approved for funding only when receiving approval from both delegations. The Czech delegation of the RSC will be composed of representatives of the respective five border regions and self governing regions ("Kraj"). The euroregions and "kraje" will nominate their representatives who have to be later appointed by the IA and approved by the EC Delegation. Members from the Polish side are one representative of each of the five Euroregions; one representative of each of the three Voivodships; four representatives of relevant organisations and regional institutions. Representatives of the IAs and of the European Commission (Delegations) may participate in the meetings of the RSC as observers.

There will be the Evaluation Committees established in each of the border regions which will be responsible for the project evaluation and project selection in the respective region. The tasks of the RECs will fully comply with the PRAG. The evaluation report, including one page summary on each project, together with copies of complete applications of all projects recommended will be submitted to the EC Delegation for approval.

Each Evaluation Committee will be composed of minimum 5 voting members. The respective regional bodies on the Czech side will make proposals to the PAO who will appoint the REC members. The list of proposed members has to be approved by the EC Delegation. Partners from the other side of the border will be invited as observers.

Assessors may be involved in the project evaluation process if necessary. Assessors are meant to be highly qualified experts with expertise in the fields where the JSPF operates.

If Assessors will be involved in the evaluation process the PAO will appoint them on the bases of a proposal made by respective regional bodies and submit them for approval by the EC Delegation.

The IA representatives will be invited to participate in the meetings of all the bodies mentioned above. An EC Delegation representative has to be invited to all the meetings of the ECs and Assessors.

The Secretariats are the executive JSPF bodies in the regions. Their chief function is to provide technical and specialist support to the Regional Steering Committee, Evaluation Committees, teams of Assessors and to the recipients in the regions. The role of Secretariats will be performed on the Czech side by the respective Euroregions (from project launch to project selection) in conjunction with the IA/CRD that will take over the financial management of the JSPF; and in Poland by the Euroregions.

On the Czech side the Euroregions with the CRD–Regional Executive Units represent the executive JSPF bodies in the regions. All tasks and responsibilities of the Secretariats will be specified in detail in Service Contracts concluded between the IA (PAO) and the respective institution selected to perform the role of the JSPF Secretariat in the particular border region. The main tasks of the Secretariats will be related to organisation of the call for proposals in their regions, to provision of information, advice and assistance to the project promoters and applicants, to receipt and registration of project proposals and I organisational assistance in project evaluation and selection.

The CRD – REU are in charge of the sound operational and financial management of the JSPF and approved projects. The IA CBC Phare represented by PAO of the programme is responsible for implementation and procurement of the JSPF.

The IA (MRD in conjunction with CRD) will carry out monitoring of the JSPF with the assistance of the MONIT information system. CRD – REUs will forward to the CRD headquarters all by CRD-REU cross-checked and approved beneficiaries' final reports accompanied by all CRD-REU relevant monitoring reports. The IAs will ensure the evaluation of the project impact.

The IA will provide the Secretariats with on-going advice and support and specialist consultancy and training inputs will assist the Secretariats in performing their role. Organising of public training sessions for potential applicants will be also considered.
5. Detailed Budget (MEUR)

<table>
<thead>
<tr>
<th>Budget Items</th>
<th>Phare CBC</th>
<th>Czech Republic</th>
<th>Poland</th>
<th>Other Sources</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Institution Building</td>
<td>Total*</td>
<td></td>
<td></td>
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</tr>
<tr>
<td></td>
<td>CZ</td>
<td>PL</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>01 People-to-people and other</td>
<td>0,465</td>
<td>0,500</td>
<td>0,965</td>
<td>0,075</td>
<td>1,210</td>
</tr>
<tr>
<td>small projects</td>
<td></td>
<td></td>
<td></td>
<td>0,170</td>
<td></td>
</tr>
<tr>
<td>02 Management**</td>
<td>0,035</td>
<td>0,035</td>
<td></td>
<td></td>
<td>0,035</td>
</tr>
<tr>
<td>Total JSPF</td>
<td>0,500</td>
<td>0,500</td>
<td>1,000</td>
<td>0,075</td>
<td>1,245</td>
</tr>
</tbody>
</table>

*) CZ: 0,500 MEUR, PL: 0,500 MEUR  
**) max 7% of total Phare allocation (0,5 M€) may be used to cover management costs

6. Implementation Arrangements

6.1 Implementing Agency

The project will be managed by two implementing agencies in accordance with the Practical Guide for Phare, ISPA, SAPARD and under the overall supervision of the National Fund. The Ministry for Regional Development in conjunction with the Centre for Regional Development on the Czech side and the Implementing Agency for the Phare CBC Programme at the Ministry of Internal Affairs and administration on the Polish side will be the Implementing Agencies for the project.

The detailed guidelines developed for JSPF in the Czech Republic and in Poland to be endorsed by the respective EC Delegation, will be applied for the JSPF.

The JSPF will be implemented in accordance with The Practical Guide to Phare, ISPA and SAPARD contract procedures, Section 6.

Implementation of the JSPF is conditional on prior verification and approval of the documentation (requested by the Practical Guide and the Financing Memorandum) by the Delegation.

The maximum grant per project (Phare contribution) is 50 000 EUR. The minimum grant per project is 1000 EUR (in the relevant documents this minimal threshold may be reconsidered and increased with respect to the administrative capacity of the IA and the relevant regional bodies), The beneficiary’s co-financing contribution to the project is min. 10% of the total eligible costs in the Czech Republic and 25% in Poland.

Up to 7% of the Phare contribution may be used for management costs and expenditures relating to training, the preparation, selection, appraisal, external audit and monitoring of the assistance.

Czech Republic:
PAO: RNDr. Jiří Horáček, director, Department of EU programmes, MRD
Address: Staroměstské nám. 6, 110 15 Praha 1
Phone: + 420-2 2486 1398
Fax: + 420-2 2486 1415

Implementing Authority:
Director: RNDr. Ivo Ryšlavý
Address: Centre for Regional Development (CRD), Vinohradská 46, 120 00 Praha 2
Phone: + 420-2 27 158 285
Fax: + 420-2 27 158 229

Poland:
Implementing Authority for Phare CBC Programme
Ministry of Internal Affairs and Administration
00-522 Warsaw, 36 Kruçza Street, Poland
6.2 Non-standard Aspects
During the implementation of the project procedures described in “Practical Guide for Tender Procedures within Phare, ISPA and SAPARD programmes will be strictly followed.
In Poland the implementation of individual contracts signed under the JSPF will be done according to the Polish Procurement Law.

6.3 Contracts
The IA will award contracts to the selected Secretariats to ensure provision of technical support and services related to the decentralised operation of the JSPF.
The tendering and contracting of the required services and supplies will follow the PRAG.
The Phare Programme rules of eligibility and origin must be complied with.

7. Implementation Schedule

<table>
<thead>
<tr>
<th>Activity</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preparation of relevant JSPF documents:</td>
<td>06/2003</td>
</tr>
<tr>
<td>Contracts with Secretariats:</td>
<td>08/2003</td>
</tr>
<tr>
<td>First call for proposals:</td>
<td>09/2003</td>
</tr>
<tr>
<td>Project completion:</td>
<td>09/2005</td>
</tr>
</tbody>
</table>

8. Equal Opportunity
Principles and procedures applied during the project implementation must ensure equal opportunities for all the participants of the project.

9. Environment
The nature of the project does not require EIA.

10. Rates of Return: NA

11. Investment Criteria:
Refer to investment projects only

12. Conditionality and Sequencing
No conditionality
Sequencing: see above, Implementation Arrangements and Activities sections

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).
<table>
<thead>
<tr>
<th>LOGFRAME PLANNING MATRIX FOR Project</th>
<th>Programme name and number</th>
<th>Czech Republic – Poland</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joint Small Project Fund</td>
<td>Phare CBC 2002</td>
<td>Disbursement period expires: 30.11.2005</td>
</tr>
<tr>
<td></td>
<td>Contracting period expires: 30.11.2004</td>
<td>Total budget: MEUR 1,245</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Phare budget: MEUR 1,000</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Overall objectives</th>
<th>Objectively verifiable indicators</th>
<th>Sources of Verification</th>
<th>Assumptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Support to the further development of the economic potential of the Polish – Czech border region, in particular through the utilisation of the tourism potential; • Reduction of the peripheral character of these areas, thereby improving the quality of life and creating a co-operative network on both sides of the border.</td>
<td>Sustainability of projects implemented by cyclical events as well as cross border co-operation agreements (at least 50% of projects are sustained)</td>
<td>How: adequate reports When: 3 years after project completion By whom: Secretariats, CBC IA</td>
<td>• Intensive support of development community focused of project identification and development; • Proactive role of the new regional governments; • Political support provided by the regional /local governments • Improved co-ordination of the programme (which, if JSPF than it should go to PR level) with other regional programmes and projects</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>• support establishment or further development and deepening of the contacts between different regional and local institutions on either side of the border (i.e. NGOs, schools, local authorities, youth and sport associations) involved in cross border co-operation where special attention is paid to the EU related issues.</td>
<td>• At least 15 cross-border co-operation agreements signed (within the field of local bodies and economic development); • At least 10 events from those financed through JSPF are organised for the first time and are of cyclical character.</td>
<td>How: adequate reports which reports and will they really provide information for this level. When: 1 year after project completion By whom: Secretariats, CBC IA</td>
<td>• Efficient marketing and promotion of the programme in the border region • Flexible and competent assistance and advice for local actors • Sustained interest of local institutions in cross border co-operation • Promotion of innovative</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>• increased level of public awareness and information on cross-border co-operation affairs and on the process of European integration; • encouraged local involvement in the Phare CBC Programme and to support small-scale actions which may form the basis for larger cross-border co-operation projects; • increased absorption capacity through creation and development of the specialist resources of local</td>
<td>• Increased number of project applications received by the Secretariats • Increased number (same as one above) and variety of applicants to the JSPF • At least 3-4 projects which form a basis for larger projects; • At least 10% more of projects qualifying for financing; compared to ? • At least 15 cross-border co-operation</td>
<td>• IA CBC Phare reports • Project evaluation reports • Reports and minutes of Regional Evaluation Committees and RSC • Monitoring and assessment reports • Regional and local newspapers, etc.</td>
<td>• Efficient marketing and promotion of the programme in the border region • Flexible and competent assistance and advice for local actors • Sustained interest of local institutions in cross border co-operation • Promotion of innovative</td>
</tr>
</tbody>
</table>
and regional institutions involved in regional
development, groundwork and implementation of
cross-border projects in line with EU practice;
• permanent cross-border structures created among
the local and regional organisations in the border
region in question;
• increased intensity and level of cross border co-
operation in the whole scope oh JSPF activities.

<table>
<thead>
<tr>
<th>Activities</th>
<th>Means</th>
<th>Costs</th>
<th>Assumptions</th>
</tr>
</thead>
</table>
| Implementing projects and small scale actions in the fields of:
  • Cultural exchanges
  • Local democracy
  • Human resources
  • Joint CBC planning
  • Economic development
  • Environment
  • Tourism development
| • 1 Grant scheme in each Euroregion in Czech Republic and Poland
  • x service contracts for assistance in management of the scheme and training |
| Phare Funds – 1 000 000 EUR
Local Funds – 245 000 EUR |
| • Sufficient local/regional project development capacity
  • Further development of cross border partnership
  • Well functioning co-operation and co-ordination between IA CBC Phare, Regional Co-ordination Committees, Secretariats |

<table>
<thead>
<tr>
<th>Preconditions</th>
</tr>
</thead>
</table>
| • JSPF documentation and Operational Guidelines prepared and approved
  • JSPF implementation structures well trained with sufficient capacity to implement the JSPF scheme |
# Implementation Time Chart

|------------------------------------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|

T: Tendering  
C: Contracting  
I: Implementation  
D: Disbursement
Annex 3

Contracting and disbursement schedule

<table>
<thead>
<tr>
<th>Commitment Schedule</th>
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<tbody>
<tr>
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<tr>
<td>01</td>
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<table>
<thead>
<tr>
<th>Disbursement Schedule</th>
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<td>01</td>
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