STANDARD SUMMARY PROJECT FICHE

1. Basic Information

1.1 CRIS Number: 2003/004-575-02

1.2 Title: CBC Tourism Development Networks (Grant Scheme)

1.3 Sector: Western Transdanubian Region in Hungary and Burgenland, Vienna, Niederösterreich-Süd, Wien-Umland Süd in Austria

1.4 Location:

2. Objectives

2.1 Overall Objective

Foster economic development in Western Hungary through the development of a common cross-border tourism offer.

2.2 Project purpose

- Develop – based upon local values – tourism services and products that are competitive in an international environment
- Foster the joint appearance of the cross-border region in the European tourism market

2.3 Accession Partnership and NPAA priority

The objectives of the project are in line with the short- and medium-term objectives of the Accession Partnership as stated in its chapter on Economic and Social Cohesion. The same applies to the relation of the project to the NPAA, which covers cohesion objectives in its chapter 5.2. The implementation mechanism will contribute to the preparation of central, regional and local authorities for the implementation of Structural Policies in Hungary.

2.4 Contribution to National Development Plan

The project is consistent with the revised PNCP (2001), based on the regional development strategies. The project reflects Priority 2, Measure 4 “Developing top priority attractions of tourism” as well as Priority 4, Measure 2. “Our heritage – preserving heritage of the natural, cultural and artificial environment, complex development of regional attractions of tourism” (PNCP 2001, Section 5.5.6, P2/M4, P4/M2).

2.5 Cross Border Impact

This project is consistent with priorities defined by the Joint Programming Document (JPD) Austria-Hungary 2000-2006 for Interreg IIIA-Phare CBC. It belongs to priority P1 “Cross Border Economic Co-operation”, measure M3 “Tourism and Leisure”

This grant scheme is designed to implement the common economic co-operation strategies defined in chapter 5.2.2 of the JPD, namely: A joint development of tourism attractions, services and service profiles as well as joint marketing and international activities must be promoted in the leisure-time and tourism industry. This will help to avoid the risk of partners offering the same or similar services competing on an intra-regional level and to promote a joint development of destinations targeted at international tourism. Health and spa tourism, nature reserves and national parks, and the common cultural heritage constitute vital strategic factors, which have to be developed in cross-border co-operation.
3. **Description**

3.1 **Background and justification**

The socio-economic importance of tourism increased dynamically in the last decade all over the country. The tourism revenue was more than three times higher in 1999 as in 1990. The total foreign exchange revenue from tourism was 3.4 billion dollars in 1999, which was equivalent to three-quarters of the foreign trade deficit, and thus greatly contributed to reducing the current account deficit. About 250,000 people work in the tourism sector in Hungary, mainly employed by small and medium size enterprises. The support of their operation is in line with the economic strategy of the Hungarian Government.

According to 2000 data of the Central Statistical Office, the Western Transdanubian Region accounted for 19.6% of all registered tourist nights at commercial accommodations in Hungary which means an increase of 25.4% in relation to figures in 1997. 43.5% of the tourists were foreigners in 2000. The large share of the region in the tourism covers, however, a very uneven supply structure. The areas close to the border are well covered with basic services (accommodation and catering), but the development of tourism is blocked in the whole region by the lack of complex tourism products, the weak availability of information (lack of a common tourism data bank, sufficient number of information offices, publications) on regional tourism products. Although local municipalities are generally aware of the tasks and are ready to take responsibility, they are often not competent in terms of professional knowledge and have only weak relations to the business sector.

Foreign tourists come primarily from Austria and Germany, but the share of Italians, Spanish, French and Dutch is also increasing. Hungarians come mainly from Budapest and the Great Plain, but local people travel also in the region. The participants of organised tours are mostly elderly people. Health and thermal tourism, cultural events and sight-seeing tours are the most popular attractions, but there is a growing need for organised company trips (incentive tourism), conferences, bicycle and water tours, camping in general.

The tourism supply of the West Transdanubian Region is diversified. “Shopping Tourism” being probably the strongest in the foreign demand, the alternative branches of tourism – like health- and thermal tourism, cultural heritage, conference tourism, wine and gastronomy – provide the most potent, nevertheless often underdeveloped attractions.

Although the border territories of Gyor-Moson-Sopron county, especially around Sopron have realised excellent results in tourism development in the last years, previously dominant “shopping tourism” is declining. Sustainable development must be based on improvements in soft environmental and cultural tourism. Based on the experiences of the Nationalpark Neusidler See, similar cross-border initiatives are could take place in other parts of the cross border region. The Bük, and Sárvár thermal tourism facilities, and the Örség, Írottko Natúrpark initiatives are lead attractions in tourism development of Vas County. The bicycle tourism development of the 1995-99 programming period provided the tourism infrastructure for increased tourism and service sector activities in peripheral and rural areas but further investments are needed in order to complete the network and widen related services on the Hungarian side. Zala County has deposits of geothermal energy both for tourism and communal purposes. Its prime tourism attractions and the Balaton provide opportunity to link up with the other tourism attractions of the cross-border region into a coherent tourism-portfolio.

During the years 2000 to 2002, the Széchenyi Plan provided a great deal of support for the region especially for developing thermal and medicinal baths – this programme is to be continued in year 2003 as well. The programme also supported high quality (three stars or better) tourism accommodations. Therefore, these kinds of projects are not to be supported under the current Grant Scheme.

In spite of the developments financed by the Széchenyi Plan, the supply in the fields of cultural, eco-, and active tourism is generally underdeveloped. The number of complex tourism products (integration of attractions, facilities, accommodation and events) is very low. On the supply side the transport infrastructure and the weak availability of information are bottlenecks. Conscious product development is not typical, low integration level of tourist services and marketing activities as well as missing cooperations and networks hinder development, setting back competitiveness of tourism activities.

As the support of the Széchenyi Plan concentrates on the development of tourism attractions that focus on international markets, the complementary improvement of local tourism attractions is not covered. Therefore, the current Grant Scheme aims to provide support for the creation and improvement of complex tourism products that are based on local cultural and/or natural values. As a range of these values are shared by locations on both sides of the border, to connect the supply into a cross-border...
network (complementary services, common marketing) provides advantages and added value for all participants.

3.2 Linked activities

Important projects have been implemented in connection with environmental infrastructure on the border region such as following:

- Bicycle path along the Danube (Györ-Moson-Sopron County) (Phare CBC 1995-96)
- Bicycle path around Lake Ferto (Phare CBC 1995-97)
- Bicycle path along the border (Vas-Zala county) (Phare CBC 1995-97)
- Border Station of Zsira (Phare CBC 1996)
- Thermal Bicycle Path, Bük (Phare CBC 1996)
- Tourism Promotion Publications (Phare CBC 1996)
- Regional Co-operation in Cultural Tourism, Liszt-Haydn (Phare CBC 1996)

3.3 Results

The following quantifiable results will be achieved:

- New and improved joint tourism products
- Improved common appearance of the cross-border region on the internal and external tourism markets

3.4 Activities

This Grant Scheme shall provide grants in an amount of € 20 000 – € 500 000 (Phare and National co-financing) for the procurement of works, supplies and services related to the development of tourism products (attraction, related facilities, accommodation and services) that are part of a cross-border tourism offer. Eligible activities are the following:

1. Development and improvement of tourism attractions based on local natural and/or cultural values, related facilities, information offices and accommodation. The development must concentrate on the following three branches of tourism:
   - bicycle tourism (set up bicycle related facilities e.g. rooms appropriate for lending and storage services, etc.)
   - culture tourism (preservation of the heritage buildings, castles appropriate for tourism, improvement of museum services, visitor centres)
   - nature tourism (paths, visitor centres, etc.).

Creation of accommodation is only eligible for support in combination with the development of a tourism attraction. The accommodation facilities financed by the grant must be property of the applicant. Revenues generated by the operation of all supported facilities must be reinvested for maintenance or further improvement of project results.

Projects can also include components for the implementation of training activities
   - improving quality of services offered in relation to the developed/improved tourism products
   - improving tourism and destination management skills

2. Joint management of unique cultural heritage and cultural programmes (festivals, castle programmes, cultural routes, etc. as well as setting up related information offices)

3. Joint tourism services:
   - Networks of facilities and offerings
   - Joint marketing activities (e.g. study tours, joint thematic publications, information campaigns, conferences, etc.)
   - Joint information and reservations systems for cooperation in the tourism and leisure time industries
Projects for support will be selected according to the following criteria\(^1\) (Indicative selection criteria, in accordance with the evaluation grid of the PRAG):

Organisations eligible for support will be **non-profit** and **non governmental** organisations; municipalities, alliances with a legal entity, organisations owned or managed by municipalities, professional bodies and chambers, educational institutions, foundations, associations, public administration and the Hungarian State owned tourism attractions from the target region. Business organisations and producers’ cooperatives are not eligible independent of their legal form:

The applicant organisations must be registered in the Western-Transdanubian Region. Profit oriented organisations are not eligible.

General criteria of eligibility
- CBC impact: Co-operation with an Austrian partner in one of the stages of planning, implementation, and use after completion is required.
- Results of the proposal are in line with the objectives of the grant scheme.
- Compliance with projects financed by other international aid schemes (e.g. ISPA, Sapard), the technical content of the project proposal does not overlap with other internationally financed projects.

Documentation required for applications containing works elements:
- Statement on the availability of the co-financing.
- Availability of studies justifying the rationality of the investment (feasibility study, cost-benefit analysis, environmental impact study if required).
- Availability of effective construction plans, valid permissions of authorities (e.g. construction permit, water construction permit, environmental permit).
- Certification of settled ownership conditions.

General selection criteria:

**Relevance:**
- Relevance to the particular needs and constraints of the cross-border region (including conformity with regional development plans and the Joint Programming Document for the HU-AU CBC-Interreg programme).
- Clear definition and strategic choice of the target area.
- Relevance of the project to the needs of the target area.
- Coherent, appropriate and practical character of the activities proposed (including the CBC activities).
- Specific elements of added value in the project, such as innovative approaches, and models for good practice.

**Methodology:**
- The preparedness and elaboration of the project proposal (including preparedness for evaluation).
- Involvement and activity of the cross-border partners in the elaboration and implementation of the project proposal.
- The realistic implementation of the time-schedule and action plan of the project proposal.
- Definition of objectively verifiable indicators.

**Sustainability:**
- Guaranteed (financial and institutional) sustainability of the developments implemented through the grant scheme.
- Beneficial social, economic and environmental impacts of the project results.
- Possible multiplier effects of the project results (including possibilities for extension of project outcomes).

**Budget and cost effectiveness:**
- Detailed and clear budget.
- Justification of the proposed expenditures in view to the implementation of the project.

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\(^1\) The selection criteria will be developed with the preparation of the call for proposals.
Management capacity and expertise:

- Availability of the necessary personal and organisational capacity and expertise for the project management (including the previous experience in similar projects).
- Availability of the necessary personal and organisational capacity and expertise for the technical realisation of the proposal (i.e. knowledge of issues to be addressed).

3.5 Lessons learned

This programme is the second Austrian-Hungarian PHARE CBC programme to be implemented in the form of a grant scheme, therefore during the preparation of this project fiche the experiences of previous PHARE CBC programmes, especially in the field of tourism development (see 3.2 Linked activities), just as the experiences gained in the preparation of the grant schemes for 2002 were considered. The recommendations of the 2001 OMAS Report Final Assessment (e.g. concerning the necessity of verifiable indicators) were also taken into account during the programming phase and will be carefully watched in course of the implementation of the programme.

The outcomes of the assessment of CBC projects, regarding especially the Hungary-Austria Phare CBC programmes (HU-9913, HU-0015, HU-0108.01) carried out by the EMS has been also taken into consideration. With reference to chapter 4.1 (Recommendations) of the EMS report, all applicants shall specify baseline and targets in terms of results and impacts of their projects in harmony with the logframe matrix of the current project fiche. The baseline date for result and impact indicators should be January 2003, in relation to which all project related improvements will be measured. The indicators specified for each project shall be part of the support contract; the fulfilment of these indicators will be monitored during implementation and after project completion.

4. Institutional Framework

- **IA (Implementing Agency):** Retains full responsibility for programme implementation
- **PAO (Programme Authorising Officer):** Professional leader of the Implementing Agency, responsible for the programme implementation.
- **Intermediary:** The West Pannon Regional Development Agency (RDA), to be contracted by the IA. Undertakes the task of day-to-day technical management of implementation of projects and monitoring activities under the authority of the IA. The relationship between the IA and the Intermediary shall be defined in a Cooperation Agreement, which will reflect the institutional framework given in this fiche. The EC Delegation should be able to comment on the Co-operation Agreement between the IA and the RDA.
- **Rules, procedures and formats:** As described in the Rules of Procedures of the Monitoring and Steering Committees of the Austria-Hungary Interreg IIIA Phare CBC programme, the selection of projects within Grant Schemes will strictly follow the Grant Section of the Commission Practical Guide and will be approved by the EC Delegation.
- **Monitoring Committee:** The MC is constituted on the Austrian side of the representatives of Federal Chancellery, the relevant federal ministries, chambers and the regional governments, on the Hungarian side of the representatives of relevant line ministries, the county development councils and the Regional Development Council, as well as the EC Delegation. The MC defines a common set of Phare CBC projects (SPF and Grant Schemes) once a year.
- **Steering Committee:** The SC is constituted on the Austrian side of the representatives of the Federal Chancellery, the relevant federal ministries and the regional governments, on the Hungarian side of the representatives of relevant line ministries, the county development councils, and the EC Delegation. In terms of Grant Schemes financed by Phare CBC, the Steering Committee endorses the Guidelines and timetables for implementation, which is subject to approval by the EC Delegation.
- **Inter-ministerial Co-ordination:** Experts from the line Ministries in charge of Environment and Energy will be consulted for the final definition of the selection criteria and will participate to the technical Evaluation Committees, which will give the final recommendations on the projects selection.
5. Detailed Budget (€ Million)

| CBC Tourism Development Networks | Phare Support | | |
|-------------------------------|--------------|---|---|---|---|---|
| Investment Support | Institution Building | Total Phare (=I+IB) | National Co-financing* | IFT* | TOTAL |
| 3.0 | – | 3.0 | 1.0 | – | 4.0 |

National co-financing:
The Grant Scheme will be jointly co-financed between Phare and government resources to be provided by the Prime Minister’s Office. The rate of Phare support within the total funding will be 75%, while the Hungarian government will contribute 25%. The ratio between the Phare and the national amount is binding and has to be applied to the “final contract price”.

The rate of the generally available maximum support (Phare and national co-financing) is 90% of the total cost of the projects to be supported, and at least 10% has to be provided as own resources by the beneficiaries in cash.

The national co-financing included in the above budget table indicates the governmental co-financing amount of the project.

6. Implementation Arrangements

6.1 Implementing Agency

The Prime Minister’s Office has been defined as the Implementing Authority for all measures to be implemented on the Hungarian side of the border in the framework of the JPD. In Phare terms, the National Agency for Regional Development (NARD) of the Prime Minister’s Office with its Sopron Regional Phare Office will be the Implementing Agency of the grant scheme. It will have the overall responsibility for all aspects of tendering and contracting as well as administrative and financial matters of the implementation.

Implementing Agency: National Agency for Regional Development of the Prime Minister’s Office

PAO: Tamás Lunk, Government Commissioner

Address: 1016 Budapest, Gellérthegy u. 30-32.

Phone: +36 1 4887171

Fax: +36 1 4887188

6.2 Twinning

Not applicable.

6.3 Non-standard aspects

The relevant Commission standards for the management of Grant Schemes described in the Practical Guide to PHARE, ISPA & SAPARD contract procedures (PRAG) manual will apply during the implementation of the Grant Scheme.

6.4 Contracts

The Grant Scheme will be implemented through an open call for project proposals according to the stipulations of the PRAG on Grant Schemes. Beneficiaries will sign Grant Contracts with the PAO laying down the rules of the project implementation based on the list of supported projects approved by the IA and endorsed by the EC Delegation in case of the Phare co-financed projects. Tendering and contracting of the required services and supplies will follow the PRAG manual.
7. Implementation Schedule

<table>
<thead>
<tr>
<th>Financing Memorandum</th>
<th>Publication of call for proposals</th>
<th>Start of Project Activity</th>
<th>Completion</th>
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</table>

8. Equal Opportunity

The implementation of the programme does not support discrimination based on gender or any other kind. Women’s participation is encouraged. The results of the projects must be available for everybody, evidence for which must be provided in the application. Participation of women in the training programmes will be measured through the reports of the projects.

9. Environment

Only projects complying with the environmental regulations of the EU will be eligible. In the case of investments projects where an environmental impact assessment is to be carried out the provisions of Government Decree no. 20/2001 (II.14.) on Environmental Impact Assessment should be taken into account. In the field of environmental impact assessment the Hungarian legislation is in full conformity with related EC legislation (Council Directive 85/337/EEC on the assessment of the effects of certain public and private projects on the environment as amended by Council Directive 97/11/EC). Only investment project already having all necessary permits and authorisations are eligible for support under the grant scheme.

10. Rates of return

The individual project applications submitted to the IA for grants shall determine the rate of return of individual investments in the form of indicators.

11. Investment criteria

11.1 Catalytic effect

By contributing to the development of cross border tourism networks and joint tourism products, the Phare funding provided by this grant scheme is expected to bring additional resources to Western Transdanubia region.

11.2 Co-financing

The grant scheme will be jointly co-financed between Phare and government resources to be provided by the Prime Minister’s Office. The rate of Phare support within the total support will be 75%, while the Hungarian government will contribute a maximum with 25 %. The ratio between the Phare and the national amount is binding and has to be applied to the “final contract price”. The rate of the generally available maximum support (Phare and national co-financing) is 90 % of the total cost of the projects to be supported, and at least 10 % has to be provided as own resources by the beneficiaries in cash.

11.3 Additionality

Financial support to be provided by Phare will not displace any other funding.

11.4 Project readiness and Size

A draft of the Co-operation Agreement, Call for Proposal, Application form, Guidelines for applicants and Grant Contracts will be elaborated by all concerned organisations by the time of signing the Financing Memorandum. All documents shall be prepared according to the PRAG template and submitted to the Delegation for endorsement prior to the launch of the Call for proposals. The Fund will provide grants to projects in an amount € 20 000 – € 500 000 (Phare and National co-financing) (in line with the Phare Programming Guide 2003 issued by the Commission). The Phare contribution to the Grant Scheme is € 3 million and meets the minimum project size requirements.
11.5 Sustainability

All infrastructures built through the grant scheme will be operated by the beneficiaries. The beneficiaries will be responsible for the sustainability of the project and will provide the administrative staff and the necessary funds for the operational costs. The ability of the applicant to finance the long-term operation and maintenance of the infrastructural instalments shall be proved in the application and checked at the project selection phase, and it will be one of the evaluation criteria for the projects (the Evaluation Grid will be part of the Guidelines for Applicants).

11.6 Compliance with state aids provisions

All actions financed by Phare will respect the state aid and competition provisions of the Europe Agreement.

11.7 Contribution to National Development Plan

According to the revised PNDP (2001), based on the regional development strategies, the project reflects to Priority 2, Measure 4 “Developing top priority attractions of tourism” as well as Priority 4, Measure 2. “Our heritage – preserving heritage of the natural, cultural and artificial environment, complex development of regional attractions of tourism” (PNDP 2001, Section 5.5.6, P2/M4, P4/M2).

12. Conditionality and sequencing

No conditionalities are foreseen. The implementation will follow the implementation schedule.
ANNEXES TO PROJECT FICHE

1. Logical framework matrix in standard format
2. Detailed implementation chart
3. Cumulative contracting and disbursement schedule by quarter for full duration of programme (including disbursement period)
4. Reference to feasibility/pre-feasibility studies.
5. List of relevant Laws and Regulations
6. Reference to relevant Government Strategic plans and studies
7. Template for the institutional framework/implementation arrangements in case of grant schemes
### Logframe Planning Matrix for CBC Tourism Development Networks

**Overall Objective**
- Foster economic development in Western Hungary through the development of a common cross-border tourism offer.

**Objectively Verifiable Indicators**
- GDP and employment growth rates equal to or exceeding national averages

**Sources of Verification**
- Reports and statistics of the Central Statistical Office, county and local authorities, chambers of commerce

**Assumptions**
- No major economic recession in Hungary and the countries of origin of tourists
- Continued Government commitment to economic, especially tourism development demonstrated by investment in the required access infrastructure

### Project Purpose
- Develop - based upon local values – tourism services and products that are competitive in an international environment
- Foster the joint appearance of the cross-border region in the European tourism market

**Objectively Verifiable Indicators**
- 5% higher number of tourist nights spent in the CBC region by 2007
- 7% growth of tourist arrivals in the CBC regions by 2007
- 3 new joint tourism product in the CBC region by 2007

**Sources of Verification**
- Reports and statistics of the Central Statistical Office, county and local authorities
- Surveys
- Company registry
- Reports of relevant ministries

**Assumptions**
- Public organisations and economic actors realise the importance of joint tourism development actions
- Qualified consultants and trainers are associated to the programme
- Continued interest of local and regional authorities in the development of business co-operations and regional tourism
- Continued interest of the target group in regional tourism development

### Results
- New and improved joint tourism products
- Improved common appearance of the cross-border region on the internal and external tourism markets

**Objectively Verifiable Indicators**
- 10 new or improved tourism attractions
- 5 new tourism attraction related accommodations
- 10 joint tourism services by 2004
- 4 new information office by 2004
- 8 training sessions

**Sources of Verification**
- Project monitoring reports
- Progress report of the National Agency for Regional Development
- Surveys
- Central Statistical Office
- Local government statistics
- Company registry
- Reports of relevant ministries

**Assumptions**
- Sufficient number of good quality project proposals
- High quality project management
- Co-finance contributions available when required

### Activities
- Development and improvement of tourism attractions based on local natural and/or cultural values, related facilities and accommodation. The development must concentrate to the following three branches of tourism:
  - Bicycle tourism (set up bicycle related facilities, e.g. rooms appropriate for lending and storage services, etc.)
  - Culture tourism (preservation of the heritage buildings, castles appropriate for tourism, improvement of museum services, visitor centres)
  - Nature tourism (paths, visitor centre, etc.).

Projects can include components for the implementation of training activities
- Improving quality of services offered in relation to the developed/improved tourism products
- Improving tourism and destination management skills
- Joint management of unique cultural heritage and cultural programmes, (festivals, castle programmes, cultural routes, etc., as well as setting up related information offices)
- Joint tourism services
- Networks of facilities and offerings
- Joint marketing activities (e.g. study tours, joint thematic publications, information campaigns, conferences, etc.)
- Joint information and reservations systems for cooperation in the tourism and leisure time industries

**Means**
- Implementation of the grant scheme in line with the provisions of the PRAG and the Vademecum on Grant Management; € 3 million as Phare contribution supplemented by € 1 million national co-financing and € 0.44 million as contribution form the beneficiaries.

**Assumptions**
- Institutional structure to implement and operate the project is in place

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2 The baseline date for result and impact indicators must be January 2003
# ANNEX 2

**CBC TOURISM DEVELOPMENT NETWORKS**

**Detailed implementation chart**

<table>
<thead>
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<th>Component</th>
<th>2003</th>
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<td>Call for Proposals</td>
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<td>Project evaluation and selection</td>
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<td>Contracting</td>
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<td>Implementation and disbursement</td>
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### ANNEX 3

**CBC TOURISM DEVELOPMENT NETWORKS**

**Cumulative contracting and disbursement schedule (€ Million)**

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ANNEX 4
CBC TOURISM DEVELOPMENT NETWORKS
Reference to feasibility/pre-feasibility studies

ANNEX 5
CBC TOURISM DEVELOPMENT NETWORKS
List of relevant Laws and Regulations

- Act XXI/1996 on Regional Development and Physical Planning;
- Act XCV of 1999 on SMEs and Support Measures for their Development;
- Government Decree No. 205/1999 (XII.26.) on providing data on subsidies, loans and public procurement granted to SMEs;
- MEA Decree No. 79/1999 (XII: 26.) on the detailed ruling of the allocation, management, monitoring and functioning of the Earmarked Scheme for SMEs;
- Government Resolution No. 1161/1998 (XII. 17.)
- Government Decision No 1100/1995 (6.X.) on the measures and activities for the development of tourism;
- Government Decision No 1007/1998 (23.I.) on updating the territorial management of tourism;
- MIT Decree No 5/1997 (5.III.) on qualification required for activities in the fields of certain industrial, trade and tourism activities;
- Holiday resorts with national significance;
- MBDS Decree No 2/1986 (27.II.) on publishing the National Housing and Construction Regulations (the paragraphs 24-31 of the Annex contain the requirements relating to holiday resorts, the paragraph 69 the regulations on placing caravans and tents, the paragraph 153 contains the requirements of accommodation establishments for temporary stay and holiday homes for periodic stay, the paragraph 161 contains requirements for holiday camps and camps).
ANNEX 6
CBC TOURISM DEVELOPMENT NETWORKS
Reference to relevant Government Strategic plans and studies

- Preliminary Development Plan (version April 2001)
- Regional Development Plan of Western Transdanubia
- The conception and development programme of Western Transdanubia for Tourism - prepared by Horwath and Szemrédi T.T. Consortium, 2000
- The bicycle tourism programme of Western Transdanubia - prepared by TKK-Pannonvelo Konzorcium, 2001
- Development programme for the thermal resources in Western Transdanubia - prepared by Horwath Consulting, 2000
ANNEX 7
CBC TOURISM DEVELOPMENT NETWORKS
Institutional Framework

1. PREPARATION OF THE PACKAGE OF CALL FOR PROPOSAL, GUIDELINES FOR APPLICANTS AND APPLICATION FORM ACCORDING TO THE PRACTICAL GUIDE

- IA drafts the call for proposal, the guidelines, the guidelines for applicants and the application form in consultation with the entities concerned in the given field (at national – e.g. Ministries – and regional level).
- IA submits the final version of the documents to EC for approval.
- EC Delegation endorses the documents.

2. PUBLICATION OF THE CALL FOR PROPOSAL

The IA takes all appropriate measures to ensure that the nationally and regionally publicised call for proposal reaches the target groups in line with the requirements of the Practical Guide.

3. PROJECT SELECTION PROCESS

- The RDA collects and registers incoming project proposals
- The IA (PAO) selects (in agreement with the co-financing ministry/ies involved, if relevant) and approves the assessor team for the assessment of administrative compliance, eligibility and assessment of technical and financial quality of proposals.
- The IA (PAO) nominates the Evaluation Committee (non-voting chairman and secretary, and voting members) with the co-financing ministry/ies involved, if relevant. Austrian experts can also be nominated as voting members in the Evaluation Committee.
- The IA (PAO) nominates the members of the assessment team and Evaluation Committee exclusively on the basis of technical and professional competence in the relevant area of development. In addition to technical and professional expertise a clear balance between regional-specific, local knowledge and independent non-targeted region expertise shall be ensured in the selection of the assessors and the members of the Evaluation Committee in order to guarantee the objectivity of the process.
- The EC Delegation endorses the team of assessors and the composition of the Evaluation Committee. The Delegation nominates an observer to follow all or part of the proceedings of the Evaluation Committee. Prior approval is needed from the Delegation for the participation of other observers.
- The Steering Committee (SC) shall give strategic guidance to the evaluation committee and shall identify projects with high cross-border effect within the Grant Scheme. The SC will ensure full transparency and fairness towards all potential applicants. Its conclusions concerning the recommendation of projects for support under Phare CBC grant schemes will remain indicatives and shall not bind the decision of the Evaluation Committee.
- The Evaluation Committee draws up its recommendations and decisions according to the assessor team’s written assessment of each proposal on the basis of the published evaluation grid and can take into account the recommendation of the Steering Committee as concerns the CBC impact.
- The PAO approves the evaluation report prepared by the evaluation committee and forwards the evaluation report and any award proposals to the Delegation.
- The Delegation endorses (ex-ante) the evaluation report on the selection process and the final list of grants to be awarded.
- The IA notifies each applicant in writing of the result of the selection process.

4. CONTRACTING (PAO DESIGNATED IN THE RESPONSIBLE IMPLEMENTING AGENCY)

- The format of the grant contract is drafted according to the Practical Guide using the standard grant contract format and its annexes.
• The format of the grant contract is to be approved by the Delegation (in cases where the call for proposals results in the award of a large number of grants which all have the same grant contract conditions).

• The PAO signs the grant contracts with the selected beneficiaries based on the final list of grants approved by the Delegation. The language of the grant contract is English and the official Hungarian translation of the contract is attached to the signed English language contract.

• Copy of the signed grant contract is sent to the Delegation.

5. **IMPLEMENTATION OF THE SELECTED PROJECTS BY THE BENEFICIARIES**

• Beneficiaries subcontract suppliers of goods, services or works, in line with Phare procurement regulations annexed to the Grant Contract and under the Practical Guide.

6. **FINANCIAL MANAGEMENT OF THE SELECTED PROJECTS**

The IA with the technical assistance of the RDA receives and verifies the invoices and requests payment by the National Fund.

7. **MONITORING OF THE PROJECTS IMPLEMENTED BY THE BENEFICIARIES**

Standard Phare monitoring instruments will be used for monitoring purposes. Attention is drawn to the special duty of the RDA with regard to the day-to-day monitoring of the selected projects.

In case the conditions of Article 12 of the Council Regulation (EC) No. 1266/99 of 21 June 1999 on coordinating aid to the applicant countries in the framework of the pre-accession strategy concerning the coordination of the pre-accession instruments are met, new procedures may be introduced in due time, providing for a delegation of the selection of projects and approval of funding for PHARE-CBC in agreement with the Commission.