## Fund for bilateral relations at Programme level

## 1. Budget: 75 000 euro

The Bilateral fund is open for applications for prior approval and/or reimbursement until the decision for project financing or until the Fund sources are spent.

**2. Aim**:

Search for project partners from the Donor States prior to or during the preparation of a project application, strengthening the partnership relations, signing the partner agreements, exchange of experience, transfer of knowledge, technologies, and best practices between the project promoters and partners from the Donor states.

**3.** **Eligible applicants:**

*All eligible applicants* for project financing under the ‘Local development, poverty reduction and enhanced inclusion of vulnerable groups’ Programme, *and potential partners* from the Donor States**.** Funding will be considered as an additional source of funding, i.e. other than the project budget.

The applicants for the above funding shall submit a request for prior approval. Due to the limited financial resource, up to three representatives from the project promoter or Donor States project partner/s (if applicable) can take part in the proposed activities.

**4. Eligible expenditures:**

Daily allowance, accommodations, international travel costs and inland transport in hosting country, expenditures for meetings with partners, according to the applicable legislation.

**5.** **Applicants will be required to submit (in English):**

The request for prior approval along with the detailed description of the activities, estimated budget and invitation from potential partner. The deadline for submission of the request is two weeks before the planned activity. Signed and scanned request for prior approval must be send by e-mail to the following addresses: [tz.guerdjikova@mon.bg](mailto:tz.guerdjikova@mon.bg), [m.teodorova@mon.bg](mailto:m.teodorova@mon.bg), [m.valova@mon.bg](mailto:m.valova@mon.bg).

**6. Grant rate and maximum amount:**

Grant rate – 100%;

Maximum amount of funding – travel costs, daily expenses, accommodation, inland transport and expenditures for meetings with partners – **up to € 3,000 per person**.

**7. Evaluation of applications**:

The External European Programmes Directorate (EEPD) at the Ministry of Education and Science, as Programme operator approves / does not approve the request for prior approval in 3 (three) working days after receiving the application. The applicants will be notified for the decision by electronically signed e-mail.

**8. Verification and reimbursement:**

The applicant shall submit the Request for reimbursement after the visit along with copies of all applicable documents – invoices, boarding passes, flights tickets, orders, reports, etc. The PO verifies the documents and makes a payment in 10 (ten) working days after the approval of the financial documents.