



Ministry of Environment, Spatial Planning and Regional Development

Aprov.
João Luís
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European Economic Area Financial Mechanism 2004- 2009

Portugal

ANNUAL REPORT

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Abbreviations

EEA – European Economic Area

FMO – Financial Mechanism Office

NFP – National Focal Point

DS – Donor States

FM – Financial Mechanism

FMC – Financial Mechanism Committee

NGO – Non Governmental Organizations

STF – Scholarship and Training Fund

FCT – Fundação para a Ciência e Tecnologia (Foundation for Science and Technology)

IA – Instituto do Ambiente (Environment Institute)

CIDM – Comissão para a Igualdade e para os Direitos das Mulheres (Commission for Equality and Women's Rights)

Introduction

The year 2006 was the time of the full settlement of the European Economic Area Financial Mechanism in Portugal for the period 2004-2009.

Creating an entirely new and dedicated management structure to the EEAFM was a rewarding investment of the Portuguese Authorities after the government change occurred in February 2005. The development of the management and general communication strategies came to progressively match the Donor States and FMO's goals and guidelines.

These strategic changes took place already after the start of the Fund implementation (2004-2009), therefore any delay in the allocation of the financial amounts destined to Portugal could compromise the desired efficiency of the implementation process. Nevertheless, the high standard of dedication from the DS and its FMO in Brussels – namely from the Country Officer Ms. Ágústa Ýr Thorbergsdóttir, as well as the unconditional assistance provided to the NFP by the Royal Embassy of Norway in Lisbon – namely in the person of Ambassador Arnt Rindal, now continued by his successor Ambassador Inga Magistad and the permanent support of the Embassy's First Secretary Mr. Mattis Raustol-Pedersen – were decisive factors for the accomplishments of this Management Unit in a challenging 2006.

It was, then, in a context of positive and kind collaboration between all the involved institutions that the work developed along the year resulted in the outcomes that build the present report, describing the milestones of the main processes.

After the set-up of a dedicated structure representing the head of the National Focal Point, its staff put into action the different measures to assure its own Technical Assistance Fund, the Steering Committee implementation, the launching of the first open call for proposals and submission of Individual Projects to the FMO and the intermediary bodies' appointment for the Scholarship and Training Fund and the NGO Fund.

In this report, the most relevant dates and achievements concerning the three block grants are highlighted, the announcement strategy and evaluation process of the individual projects is described and a chapter addressing communication and information aspects is presented.

Some relevant documents are available in the appendices.

1. Institutional Framework

1.1. Managerial and Operational System Implementation

As reported in the Annual Report dated January 2006, the full implementation of the managerial system of the Financial Mechanism was achieved in December 2005 through the creation of the National Management Unit, the day-to-day representative of the NFP.

Therefore, the year 2006 was a period aiming the full operational settlement of the Fund in Portugal.

The first step towards that goal was the submission of the Technical Assistance Fund application to the FMO, occurred in February 23rd 2006. It was accepted by the DS in the Grant Offer Letter dated July 24th 2006.

In the meantime, the structure had to establish a stable staff to carry out the responsibilities in advising the national coordinator and taking the lead of the financial management and information management. The contracting procedures started in January and were completed in August 2006.

1.2. Auditing Activities

During 2006, the Paying Authority asked the NFP to describe the control and management system of the financial mechanism (the Audit Trail), namely in terms of its support structures, description of the management processes, including a description about the trails and procedures in the application's appraisal, payment claims and global monitoring and management tasks. This description was accomplished and is under analysis at DGDR.

1.3. Advisory Body to the NFP Set-Up

As recommended by the FM's guidelines, an advisory body was established to support the NFP activities - the Steering Committee.

The Steering Committee is composed of representatives of the following institutions:

- NFP, through its Management Unit Coordinator;

- Paying authority, Directorate General for Regional Development (DGDR);
- Ministry of Environment, Spatial Planning and Regional Development;
- Ministry of Culture;
- Ministry of Agriculture, Rural Development and Fisheries;
- State Secretary of Local Administration;
- National Association of Portuguese Municipalities;
- Foundation for Science and Technology, representing the academic institutions;
- Government of the Autonomous Region of Madeira;
- Government of the Autonomous Region of Azores;
- Royal Embassy of Norway, as observers.

A first meeting took place on April 21st 2006 formally establishing the Steering Committee. During the first meeting the SC's Terms of Reference were discussed, stating this body's organization and responsibilities. The criteria and methods for the applications appraisal and evaluation were discussed and approved and the reception phase of the individual projects' applications was planned.

In the second SC meeting, dated July 13th, this body's Terms of Reference were approved and the NFP presented the preliminary classification of individual projects for SC appraisal and opinion. These recommendations were collected during the third SC's meeting in August 9th 2006.

1.4. Bilateral Relations

The work developed during 2006 followed a close contact with the Donor States, either through the Financial Mechanism Office and the Norwegian Embassy in Lisbon, either personally and, more frequently, through electronic communication (e-mail), resulting in a fruitful cooperation, as stated in this report's Introduction.

At the beginning of the year, more precisely on February 14th, the Annual Meeting took place in Lisbon, bringing an affirmation of the mutual commitments between the Donors and the Beneficiary State, as well as supporting the upcoming operations in the field (summary in annex).

From May 11th to 12th, a workshop destined to Focal Points concerning “cross cutting issues” and “appraisal process” was held in Brussels and the Portuguese NFP was represented, as well as in June 22nd, for a one-day workshop on information issues.

In November 21st to 22nd, the last workshop for Focal Points approached a large scope of issues, such as “detailed eligibility provisions, reporting, publicity measures and best practices”. In this occasion the Portuguese participation was assured by the NFP's representatives and Paying Authority (DGDR).

In addition, FMO representatives participated in the seminar organized by the NFP for prospective applicants within the 1st open call for individual projects, held in Lisbon, on April 4th.

On the next day, representatives of the FMO and a representative of the Norwegian Centre for International Cooperation in Higher Education (SIU), Mr. Sjur Holsen participated in a meeting in Lisbon to discuss the strategy for the implementation of the Scholarship and Training Fund.

The Embassy of Norway in Lisbon has always been represented in the meetings held in Lisbon.

2. Block Grants

2.1. Implementation of the Technical Assistance Fund

Aiming to support management costs of the NFP, the amount allocated to the Technical Assistance Fund (TAF) is 783 000 Euros, representing 2.5% of the total amount available for projects, programmes and other funds.

The TA block grant application was submitted to the FMO in February 2006 and it entered into force with the Grant Offer Letter received on July 24th 2006 at the NFP.

The Grant Agreement between the DS and the NFP was signed on November 27th by the Secretary of State for Spatial Planning and Towns and by the Chairman of the Financial Mechanism Committee (FMC) on December 14th 2006.

2.2. Implementation of the Scholarship and Training Fund

The tentative allocation of funds approved by the Donor State (DS) (FMO letter of 18 January 2006) allocates 1% (291 276 Euros) of the net grant amount available to Portugal to the Scholarship and Training Fund (STF).

To help define the best strategy for implementing the STF in Portugal, the Portuguese NFP requested the collaboration of the Foundation for Science and Technology (FCT), the major public financing agency in this sector. FCT knowledge of the Portuguese reality in terms of scientific and technological development, its experience in the management of research and training programmes and, most of all, its access to the existing national and international funding systems, qualifies it as a unique partner for the implementation of the STF under the EEA Financial Mechanism.

On April 5th, a meeting was held with the participation of the Portuguese NFP, the FCT President and Directors and representatives of the Donor States and of the FMO. In this meeting, the advantage of having FCT as the intermediary body for the implementation of the STF was discussed and an agreement on how to proceed with the implementation of the fund was reached.

In a reasoning letter submitted to the FMO on April 27th 2006, the NFP proposed FCT as the intermediary body to manage the STF under the 2004-2009 EEA Financial Mechanism. This proposal was accepted by the DS on May 17th 2006.

On June 27th FCT submitted the grant application which was forwarded to the FMO on July 4th.

On 19 July 2006 the FMO requested additional information as the application was not satisfactory. A revised application was received on 11 August 2006.

On November 6th 2006 the FMO requested further additional information to the FCT as part of the appraisal procedure and on November 20th a formal reply was given to the FMO.

2.3. Implementation of the NGO Fund

The tentative allocation of funds approved by the donors (FMO letter of 18 January 2006) allocates to the NGO Fund 7% (2 038 932 euros) of the net grant amount available to Portugal.

On December 7th 2006, the DS approved the NPF proposal for this fund intermediation.

This proposal, dated November 2006, suggested the division of the NGO Fund in two components, each operated by an intermediary body:

- Component A – Environment
- Component B – Social Issues

The total amount of grant available in each component is 1 019 466 Euro (50% of total NGO Fund).

To select the intermediaries the Focal Point looked into the universe of private and public organizations with a good experience in dealing with NGO's, namely in terms of granting technical and financial assistance and monitoring co-financed programmes/projects. Two public institutions were selected:

- IA - Instituto do Ambiente (Environment Institute), for the Environment Component.

The Environment Institute is the Ministry structure that is officially in charge of managing all financial aids to environmental NGOs since it was created in 2001;

- CIDM - Comissão para a Igualdade e para os Direitos das Mulheres (Commission for Equality and Women Rights), for the Social Issues Component.

The Commission for Equality and Women Rights, created in 1991 to promote gender equality and the reduction of social disparities in close collaboration with Governmental policies, has a vast experience in working with non-profit social and civic organizations. Recently it became part of the public administration sector and is responsible for the implementation of one of the measures of the Employment, Training and Social Development Operational Programme (financed by the European Social Fund).

These two institutions are currently preparing the grant application to be submitted to the FMO in the beginning of 2007.

3. Individual Projects

3.1. Announcement

The Individual Project set-up was initiated through an open call for proposals, announced on 10th February 2006, for a total grant amount of 12.233.592 Euros.

Aiming a wide communication to potential candidates and a transparent process, this open call procedure was announced in the media through the three major national newspapers. This media approach was complemented with the availability of the open call text and relevant documentation online at www.eeagrants.org.pt. In addition, all the Portuguese municipalities and about 200 other institutions (central government, universities, research centres, etc.) were emailed directly during the announcement week.

In the follow-up process aiming to support the candidates with the proposals elaboration, during the first half of the period potential proponents were mainly directed to the website and to consult relevant documents. In the second half of the call period, the candidates came with precise and frequent questions, progressively with more formal administrative/ financial issues, as the deadline came closer.

3.2. Appraisal and Evaluation Processes

The work developed after the deadline of the open call period (May 10th at 4p.m.) was organized through the following stages:

- i) Numbering of each project by order of entrance at the NFP;
- ii) Opening session of the application packages and verification of conformity with the terms of reference of the open call and with the FMO's guidelines for the submission procedures;
- iii) First round of appraisal: verification of conformity with the FMO's check list for administrative compliance and eligibility;
- iv) Second round of appraisal: evaluation of applications on the basis of the criteria described in the open call announcement and filling in a classification form developed by the NFP;
- v) Extraction of a global list with the classification of all the candidate projects;

- vi) Ranking by classification within each priority sector and identification of proposals classified above 50 points;
- vii) Tentative identification of the financial allocation borderline by priority sector for projects above 50 points, resulting in a first “limited list” of projects aiming to identify the shortlist under the 125% of the financial allocation per priority sector¹;
- viii) Third round of appraisal: double analysis of the “limited list” projects.

During this set of procedures, the evaluation team identified that:

- the amounts for financing the “limited list” projects, significantly surpassed the recommended 125% for submission to the FMO;
- many of the listed projects had minor irregularities – e.g. incorrect filling out of the application form fields, lack of evidences attesting applicants’ statements, out of date application form, etc. – but that would collide with the technological requirements of the application form submission procedures at the FMO.

Considering these observations, it was decided, after formal consultation with the FMO, to take the following actions:

- not to exclude the applications presenting minor irregularities;
- to take a round of contacts with the applicants that fulfil one or more of the following requirements:
 - score at least 50 points;
 - belonging to the “limited list”;
 - with more than 700.000€ of grant applied.

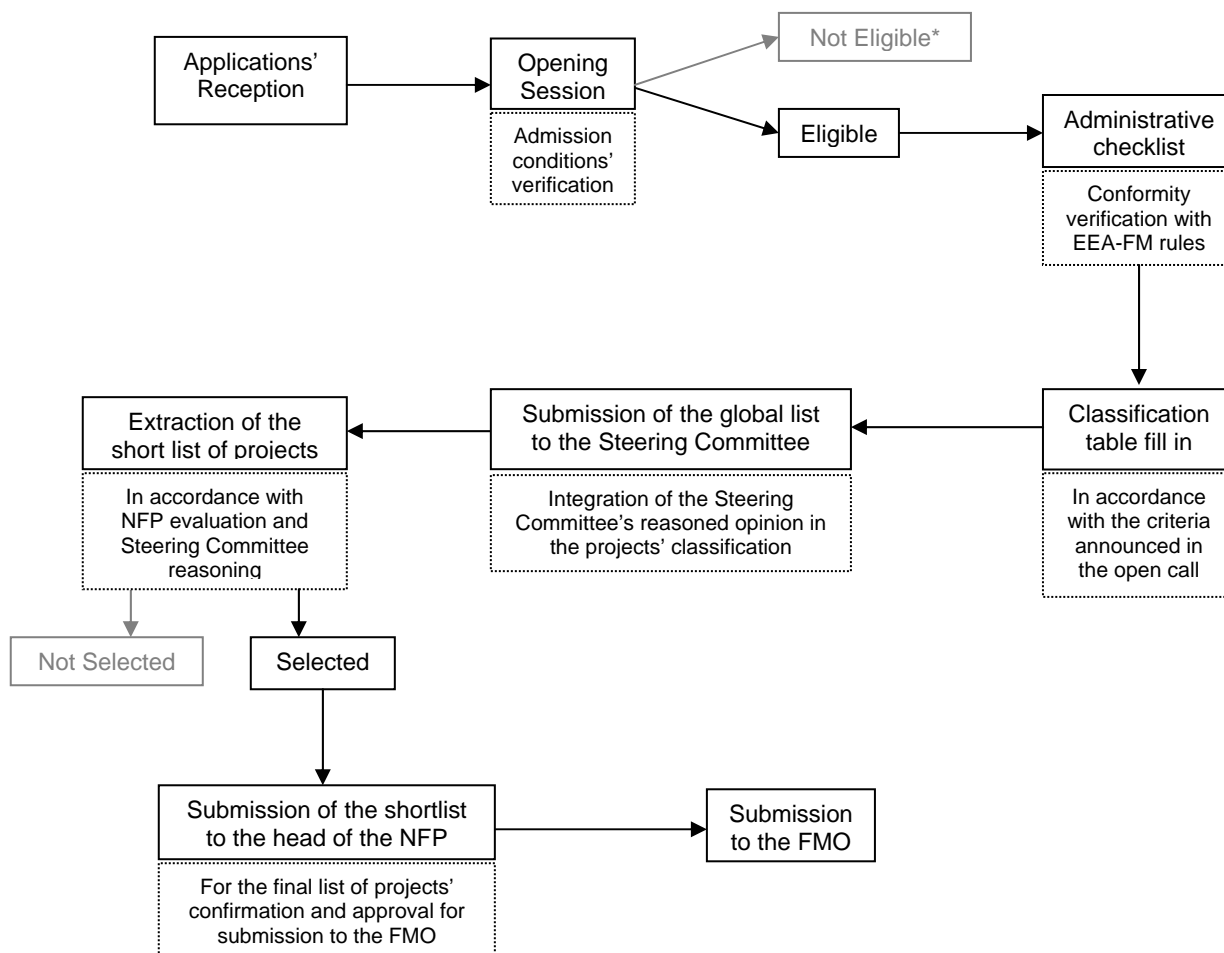
This contact with the candidates followed the objectives of:

- clarifying that belonging to the limited list wouldn’t mean any commitment to the projects’ approval;

¹ In many of the priority sectors, all the projects above 50 points surpassed significantly the 125% of the financial allocation, therefore a distinction is made between a “limited list” and the final “short list”. The limited list is defined as the set of projects over 50 points that had the potential to integrate the shortlist if a general reduction of grant applied would be made by the proponents. Still, in some cases, the financial allocation borderline of the “limited list” surpassed plus 90% and projects over 50 points were put out of the limited list, since any estimated reduction of grant applied wouldn’t be enough to include them into the short list.

- informing that its was about clarifying questions and asking for missing documents, and not a negotiation;
- asking elements for the correct submission of the projects to the FMO, if that would be the case, having in consideration the identified irregularities of each project;
- asking for an estimation of possible costs reduction that wouldn't prevent the project development as it was applied;
- in applicable cases, asking the candidates to consider 1.5 million Euros as the financing ceiling for their projects.

Framework of the NFP Selection Procedure for Submission to the FMO



* Only one project was considered “not eligible”, because the application was received after the deadline.

3.3. Results

A total of 160 projects were received in the 1st open call. Only one was excluded for being submitted after the deadline.

The total grant amount available for this call restricted the short list submitted to the FMO to 19 projects, 14 of which account for 104% of the grant available.

The short list was submitted on October 4th and the project distribution by priority sector is the following:

Priority Sector	Number of Projects Submitted	Tentative allocation fund	Total Amount of Grant Applied for	% 4/3
1	2	3	4	5
Cultural Heritage	7	5.505.116	6.519.843	118,4
Environment	4	2.446.718	2.378.707	97,2
Sustainable Development	3	1.835.039	2.678.964	146,0
Human resources Development	1	611.680	329.609	53,9
Health and Child Care	1	611.680	337.535	55,2
Academic Research	3	1.223.359	2.960.244	161,3
Total	19	12.233.592	15.204.902	124,3

On October 19th, the NFP published on the website the results of the project evaluation identifying the short listed projects to be submitted to the FMO, as well as the above presented “Framework of the NFP Selection Procedure for Submission to the FMO”. Following this procedures, out of the 159 projects, the NFP received eight requests for additional information concerning the evaluation and selection criteria. The proponents requiring this information were: the Municipality of Castro Marim, Municipality of Sesimbra, SRAM/Azores, University of Beira Interior, Porto Vivo, LNEC, University of Évora and the Municipality of Feira.

The two last mentioned institutions required information for a possible formal complaint. In the case of LNEC and Évora University – both projects were in the Cultural Heritage priority sector and had score above 50 points – the NFP organized a meeting with each of them to explain the selection procedure and the reason why that specific project had not been included in the short list.

No formal complaints were submitted to the NFP.

4. Critical Urban Areas Programme

The tentative allocation of funds approved by the donors (FMO letter of 18 January 2006) reserves an amount of 8.537.832 Euros for assistance to a major initiative of the Portuguese Government in critical urban areas. A preliminary presentation of the Programme was discussed in the 2006 Annual meeting.

The initiative was officially launched in Portugal on October 2nd during a public session organized by the Prime Minister office and formal partnerships to implement the action plans in each neighbourhood were established.

To apply for EEA grant financing, INH, the public institution in charge of the programme coordination, prepared two applications for the two pilot areas located in the Lisbon metropolitan area: Cova da Moura and Vale da Amoreira.

These applications were submitted to the FMO for appraisal on December 21st.

A third application concerning the Lagarteiro project in the Oporto metropolitan area is now being prepared.

5. Information and Communication

5.1. Seminar for the EEA Grants 2004-2009 Launching in Portugal

In the context of the recent establishment of the EEA Grants operations in Portugal in 2005, the objective of a presentation of the Financial Mechanism to the Portuguese general public was combined with the preparation for the Individual Projects open call procedure.

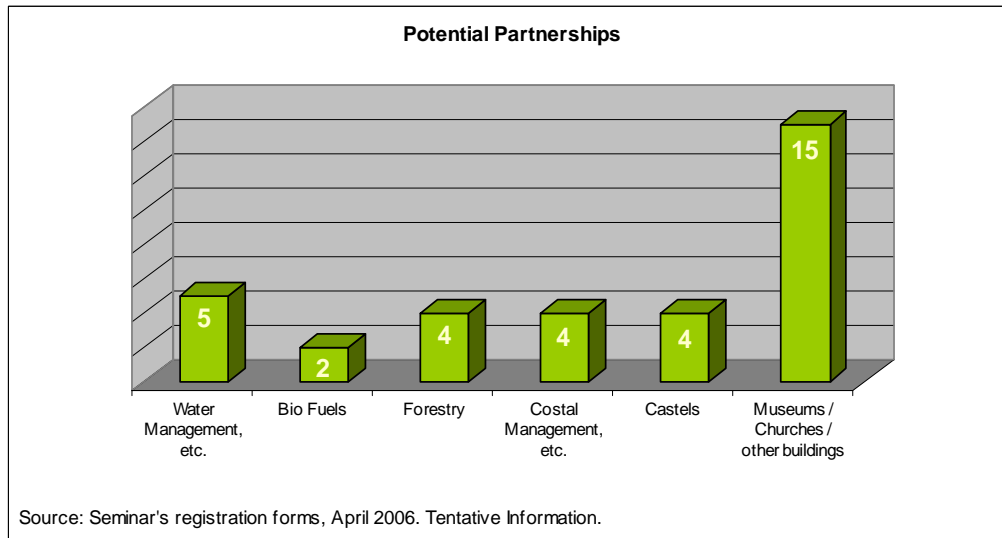
As a joint effort of the NFP and the DS, in which the Norwegian Embassy in Lisbon paid a significant part of the expenses, the seminar took place at the NFP's Management Unit building (DGOTDU) on April 4th 2006, and had the relevant and decisive presence of FMO's and Norwegian Ministry of Foreign Affairs' representatives.

The event marked the two halves of the open call period, allowing a preparatory period for the proponents to do their "homework" reading the FM guidelines and, consequently, optimizing the seminar with pertinent and constructive questions.

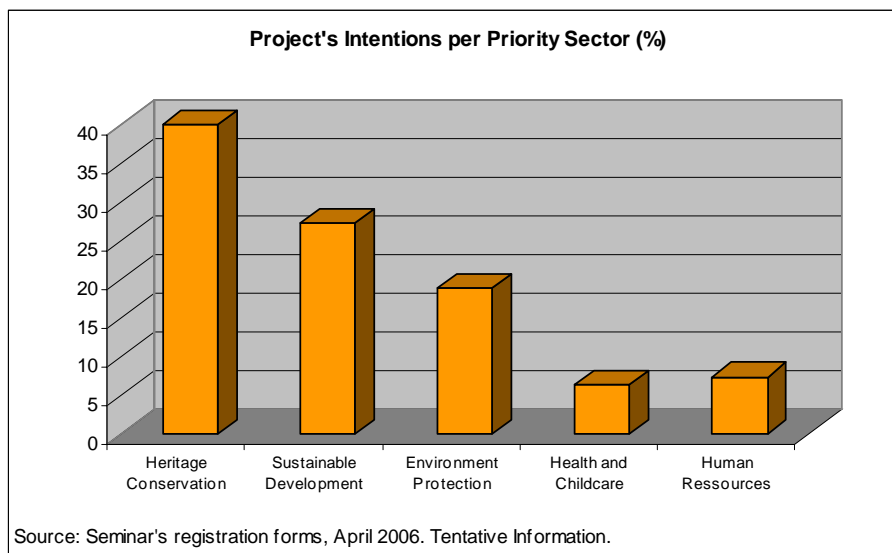
An Application Form User Guide reduced version in Portuguese was prepared and distributed in an EEA GRANTS official printed folder.

A registration form with a simple questionnaire was made available to the potential participants two weeks before the seminar's date, aiming to commit them to the event, as well as to collect relevant data concerning individual and organizational information on prospective project for submission, namely, priority sectors and project key words.

This information resulted in some additional knowledge about what could be expected from the seminar's audience and about projects preparation, as show below in figures.



This methodology allowed the Focal Point to preview thematic clusters of potential projects and, consequently, to propose a working-group methodology that would motivate national and international partnerships among participants, aiming to mobilize different actors, territories and experiences to common project goals.



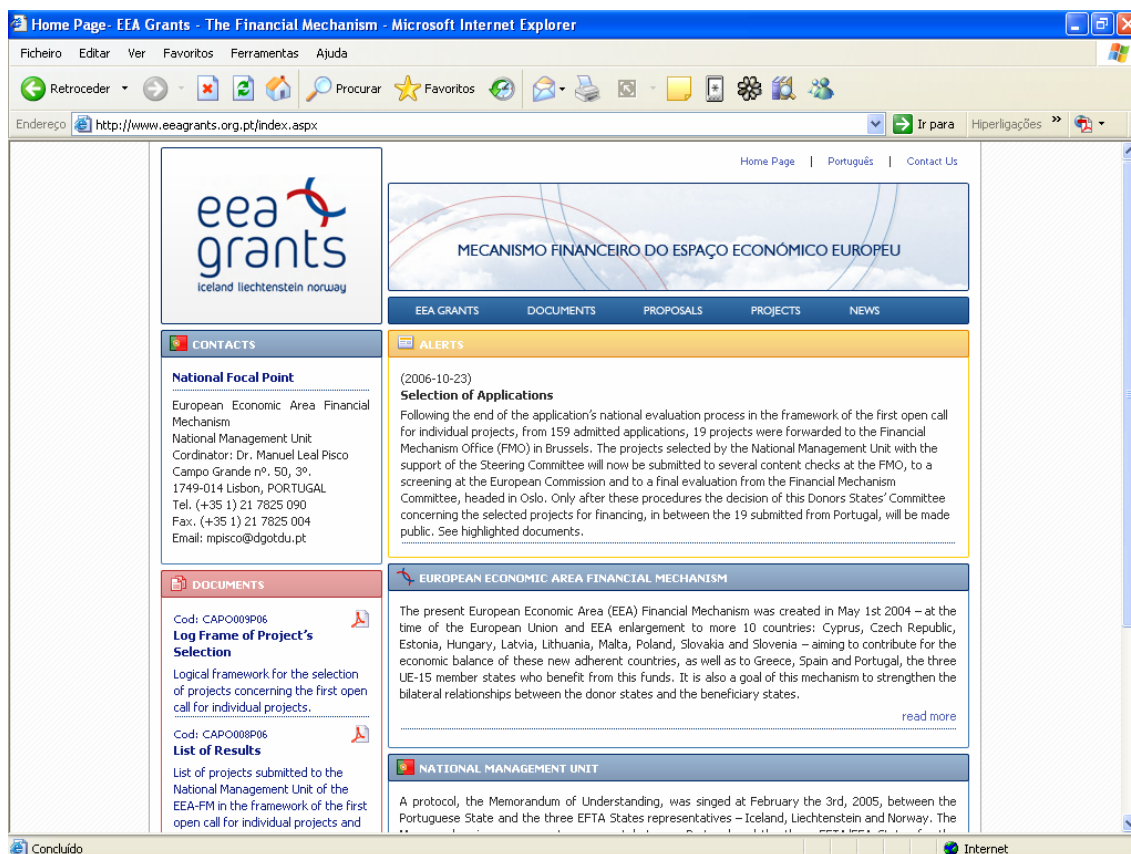
On the other hand, it also allowed previewing the audience profile, to estimate the relative weight of the priority sectors, foreseeing the applications to be received and to pre-organize thematic work-groups for the seminar.

Approximately 120 participants attended the seminar. The agenda is in annex 3.

5.2. Website

One of the first tasks to be planned after the Management Unit set-up, was the construction of a dedicated Website.

The www.eeagrants.org.pt is made of the following areas: News and Alerts, Categorized Document search, Application procedures, Institutional info, Contacts, Links.

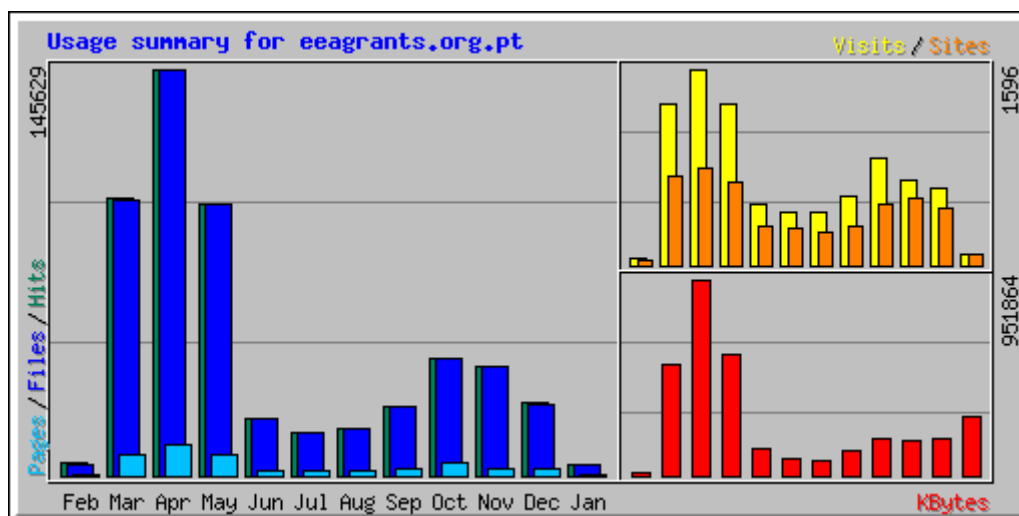


A section for future approved projects was set in the 2006 version of the website, to be further developed in 2007, in time of the conclusion of the first individual projects approval process.

Until this stage, it proved to be an indispensable tool for both proponents and NFP and a consistent investment for the fund management, because, as an efficient information

management tool, it allowed to higher the standards of subsequent actions (open call announcements, seminar, meetings, open call procedures and information, etc.).

Some data concerning the website in 2006:



5.3. Communication Action Plans

As part of the bilateral relationships with the FMO, the NFP submitted and revised two communication action plans, one for each semester. The accomplishments and revisions were as described in the tables below.

COMMUNICATION ACTION PLAN – REVISED

1st Semester 2006

Period January – June 2006

Activity	Target Group	Original Date	Fulfilment	Revision
General meeting for the preparation of the Critical Urban Areas Programme application	Programme intermediary, project promoters, representatives of Ministries	January	On schedule	
Creation of dedicated website	General	Until February	On schedule	
Workshop on application procedures and selection criteria	Potential applicants	February	Revised	April 4 th . Also cooperation networks

				were assessed and promoted.
Brochure re-distribution	Potential applicants	February	Revised	April.
Responding to information requests on the open call	Potential applicants	Until March 15	Revised	Until May, as schedule in the open call
Meetings with applicants to discuss critical aspects of projects	Applicants, project promoters	April	On schedule	
Publication list of projects selected by the Portuguese Steering Committee on website	Applicants, general	April 30	Revised	During 2 nd semester 2006
Update of dedicated website	General	April/ May	On schedule	
Letters to applicants informing them of outcome of selection process and grant agreement preparation	Applicants	May	Revised	Out of NFP's competences. ASAP
Publication of list of projects approved by the FMO on website	Applicants, Potential Applicants	June	Revised	Out of NFP's competences. ASAP
News publication on the website concerning open call's provisory data	Applicants, general public			June
Information with identification data of the applications from the 1 st open call for Individual Projects	FMO, Donor States			June

COMMUNICATION ACTION PLAN – REVISED

2nd Semester 2006

Period June - December 2006

Activity	Target Group	Original Date	Fulfilment	Revision
Information to the Steering Committee with data about the NFP first appraisal of applications	Steering Committee	July	On schedule	
Information to the NFP with the Steering Committee's appraisal of applications	NFP Management Unit	September	On schedule	
Publishing the open call announcement for the NGO Fund Intermediary	General public, Potential applicants	September	Revised	NFP decided for a direct appointment. Under procedure.
Information to the FMO with the list of projects selected by the Portuguese NFP and Steering	FMO, Donor States	October	On schedule	

Committee				
Workshop on application procedures and selection criteria for NGO Fund	Potential applicants	October	Revised	Not applicable due to change in activity 3
EEA Grants brochures distribution	Potential applicants	October	Revised	Not applicable due to change in activity 3
Meetings with applicants to discuss critical aspects of the NGO Fund open call	Applicants	September, October	Revised	Not applicable due to change in activity 3
Website update	General public	October	On schedule	
News publication on the website concerning NGO open call provisory data	General public	November	Revised	Not applicable due to change in activity 3
Responding to information requests	Potential applicants	November (open call deadline)	Revised	Not applicable due to change in activity 3
Press release and attempt to a media approach for an article about the grants developments in Portugal	Media	November, December	To be fulfilled	This action may be reformulated or delayed
Website publication of the Portuguese appraisal results of the individual project's open call	Applicants, general public	Not initially planned		October
Website publication of the Log Frame for the selection of the individual projects by the NFP	Applicants, general public	Not initially planned		October
Information on the management structure for the NGO Fund will be posted on website	NGO projects future applicants	Not initially planned		December

6. Action Plans

6.1. Work Plan for 2007

The next 12 months period will correspond to the full implementation stage of the Financial Mechanism in Portugal, as a consequence of the activities developed in 2006, as reported in this document.

This brief chapter is intended to describe the main areas of intervention of the Portuguese National Focal Point (NFP) for the year 2007.

After highlighting general actions to be undertaken, this section focuses the Communication Action Plan for the first semester and the Audit Plan for the year 2007.

The NFP's work for 2007 will mainly be directed towards three main objectives:

- i) Launching of the second and last Open Call for Proposals for Individual projects and submit the Open Call national appraisal to the FMO;
- ii) Support the Intermediary Bodies to its full preparedness;
- iii) Accomplish the first Open Call Grant Agreements with the approved project promoters;
- iv) Start monitoring activities with the end beneficiaries of the Financial Mechanism.

The fulfilment of the first objective is related with the following activities:

- Terms of Reference approval from the Donor States to the open call (already submitted by the NFP);
- Elaboration of the final announcement text for the open call;
- Call announcement (as CAP 2007 below);
- Information activities to proponents (as CAP 2007 below);
- Evaluation and appraisal processes between the NFP and the Steering Committee.

The second objective should be achieved through continuing the follow-up process with the intermediary bodies, supporting their application procedures and answering to the questions emerging from the FMO's appraisal.

The first part of the third objective is primarily dependant on the donor States' appraisal timings, keeping the NFP the responsibility to intermediate the FMO's and external appraisals, conducting to the final approval of the individual projects.

6.2. Audit and Monitoring

During the first months of 2007, the NFP will start planning the monitoring model and activities at the operational level, in line with the financial mechanism guidelines, but developing a specific tool to be hosted in the dynamic area of the website for "Projects". This "Projects" area of the website will have the role of documental storing and management, with connected tools for document visualization and electronic communication.

All the approved projects will be visited on a first moment, observing the ground conditions for the implementation of the projects and confirming the baselines of the projects indicators.

For this same monitoring and auditing purpose, a Monitoring Committee will be established as described in the Memorandum of Understanding, Annex A.

In line with its responsibilities, the Paying Authority – through its control structure – will put into action the test/control of the Audit Trail (referred in Chapter 1.2) procedure's actual implementation at the management bodies and eventual intermediary bodies. As for what is concerned to the year 2007, this control will target the Technical Assistance Fund, since it is the one estimated to present relevant financial implementation. Other projects can be considered in case of approvals take place as well as their financial implementation occurs.

6.3. Communication Action Plan

To fulfil the above mentioned three central objectives for 2007, the necessary communication activities for the first semester 2007 are as follows:

Period January – June 2007

Activity	Target Group	Date
Follow-up meetings with the STF Intermediary Body	Intermediary Bodies	1 st Trimester
Follow-up meetings with the NGO Fund Intermediary Body(ies)	Intermediary Bodies	1 st Trimester
Submission of the Annual Report 2006	FMO / Donor States	January
Submission of the Annual Meeting 2007 Agenda	FMO / Donor States	January
Publication of the 2006 Annual Report on website	General public	February
Publication of the 2007 Annual Meeting's Minutes on website	General public	February
Publication of the 2 nd open call for Individual Projects	Media (newspapers), targeted mailings, Internet users	March
Update of www.eeagrants.org.pt	General public	March
Workshop on application procedures and selection criteria	Applicants	April
Brochure "eeagrants" re-distribution	Workshop participants	April
"Application form user guide" translated short version re-distribution	Workshop participants	April
Responding to information requests on the open call	Applicants	March-June
Meetings with applicants (upon request) to discuss critical aspects of projects	Applicants	March-June
Publication of the FMC 1 st open call approved projects' list on website	General public	Dependent of FMO/FMC schedules

Annexes

Annex 1 - ANNUAL MEETING SUMMARY

PORTUGAL

14 February 2006

1. Adoption of the Agenda

The participants list is in Annex. The following agenda was adopted:

9:30 – Welcoming Address *by the Spatial Planning and Towns Secretary of State*

9:45 – High-level session for the EEA Financial Mechanism

- Annual Report
- Priorities and objectives
- Annex A: Description of the Portuguese decision-making structure.
- Review of Annex B and C of the MoU
- Funds
 1. NGO Fund
 2. Scholarship and Training Fund
 3. TA Fund
- Work plan for 2006 – 2007, status of implementation of the EEA Financial Mechanism.
- Programming Framework
- Critical Urban Areas Programme

11h00 – Coffee Break

11:15 – Working-level session for the EEA Financial Mechanism

- Conclusions from the high-level session
- Annual Report and feedback from FMO/Donors
- Information and Publicity issues
- Activities of the FP and preparedness for application stage
- Technical issues specifically related to Annex C Funds
- First open call for individual projects
- Work Plan for 2006-2007

12:30 – Conclusions

12:45 – Closing Session

2. Summary

The Annual report was formally submitted and approved.

Several issues concerning the programming framework, the allocation of funds and the implementation methodology were discussed. It was decided to include all priority sectors in the programming framework. The approach for allocation of funds in the upcoming calls for proposals was accepted.

The Critical Urban Areas Programme was briefly discussed and a presentation paper was delivered.

The Portuguese Focal Point Website was presented.

3. Decisions and Action Points

Introduction and Annual Report	<p>The meeting was opened by the State Secretary, Mr João Ferrão. He explained that due to the governmental change in Portugal in February 2005, changes had been made in the public administration structure. As a result and in order to achieve the objectives of the EEA Financial Mechanism the managerial structure of the Focal Point (NFP) had been changed. Changes in the implementation structure were also needed which called for an Addendum to the MoU. The addendum was signed on 14 November 2005.</p> <p>The EEA Grants background in Portugal was presented and the National Focal Point (NFP) Management Unit and DGDR's representatives (paying authority) were introduced.</p> <p>The Financial Mechanism representatives recognized the work of the new NFP and positively commented the Annual Report.</p> <p>The High-level session was lead by Assistant Director General, Mr Per Sjaastad from the donor's side and the State Secretary Mr Joao Ferrão from the Portuguese side.</p> <p>Mr Sjaastad opened the meeting by expressing the donor's satisfaction that the first call had been launched and the good work which had been done in the last months. He furthermore expressed that in general terms it was the opinion of the donors that the report gave a clear description of the main issues during the last 12 months. Ms Catita explained that the report had to be updated with regard to dates and events.</p>
Priorities and objectives	<p>The representatives of the NFP explained that it was the aim of the current government to have projects in all priority sectors specified in Protocol 38A. And furthermore, that the previous set-up would not have achieved this objective.</p> <p>The Donors representatives stated that sustainable development, good governance, gender equality and bilateral dimension, as cross cutting issues, should be taken into account in project selection. Transparency and wide participation should be central to implementation. The donors want to see the indicative allocation for the whole amount after the results from the first call had been obtained.</p> <p>The NFP explained that the second open call for individual projects will be in 2007, a programme will be announced for that call after the results of the first call have been published. The NFP intends to build on results and experience of the first call and therefore the indicative allocations will be subject to revision.</p> <p>NFP stated that cross cutting issues will be respected. The bilateral cooperation is particularly welcome and there are good perspectives for international partnerships promoted by applicants.</p> <p>The Norwegian representatives stressed that inter alia marine and cancer research, environment and gender equality projects can be good bilateral opportunities. The readiness of Iceland to collaborate in projects was underlined.</p>

<p><u>Portuguese decision-making structure.</u></p>	<p>The NFP explained that the decision-making structure had been adjusted after the new government was in place. Mr Joao Ferrão, State Secretary is the official head of the FP, Ms Catita is the actual head of the FP and Mr Pisco is the acting head of the FP and reports directly to the Secretary of State. Currently three people are working in the FP management unit which is lead by Mr Pisco. The management unit is located in the Directorate General and most likely 1-2 persons will hired in addition. The Steering and Monitoring Committees will be composed exactly as was proposed in the MoU. The Steering Committee will be in place before the end of February.</p> <p>The Donors side explained that it was the opinion of the donors that the selection criteria for individual projects was a bit general and asked whether it was possible to get a description of more detailed selection criteria. Ms Catita explained that one of the first tasks of the Steering Committee would be to work together with the FP to prepare the selection criteria and indicators for project selection. The cooperation between the FP and the Steering Committee in creating the selection criteria will ensure more openness. Portugal is trying to fight against its centralised tradition and the selection criteria will benefit from being shaped by people with different interests and experience.</p> <p>The NFP described the implementation and auditing systems:</p> <ol style="list-style-type: none"> 1. At the highest level, Inspecção Geral das Finanças (IGF), an independent office within the framework of the Ministry of Finance charged with public internal control of state accounts and all EU funds, will certify approved projects accounts; IGF is independent of the National Focal Point and Paying Authority; and is responsible for auditing all state accounts. 2. Intermediate level auditing will be conducted within the Paying Authority, the Directorate General for Regional Development (Direcção Geral de Desenvolvimento Regional – DGDR); 3. Regular management control will be carried out by the National Focal Point within the Management Unit. <p>A direct link from DGDR to project promoters should be added to the Implementation System diagram, Annual Report, page 6.</p>
<p><u>Programming Framework</u></p>	<p>The NFP confirmed the adjustment of the Programming Framework as approved by the FMO and the scope of the 1st call for proposals.</p> <p>Confronted with the abstraction of the additional criteria for proposal appraisal, the NFP informed that a check list project appraisal, including detailed criteria and indicators would be prepared with the Steering Committee.</p> <p>The NFP explained that the approach for the allocation of the remaining fund was based on an evaluation of the portfolio of projects approved in the 1st call for proposals. This approach was approved.</p>
<p><u>Steering and Monitoring Committees</u></p>	<p>The Donors representatives inquired about the Committee's structure, namely the representation of the Azores and Madeira Governments.</p> <p>The NFP explained that as autonomous regions within the Republic of Portugal they had to be part of the Committees. NFP stated that the first meeting of the Steering Committee would be until the end of February, although not on the date specified in the Annual Report.</p> <p>It was agreed that when listing up the composition of the Steering Committee</p>

	the term “representative of the Donor States” would be used instead of “representative of the Embassy of Norway”.
NGO Fund	<p>The Donors representatives outlined the need for at least 15% of government co-financing for the NGO fund.</p> <p>NFP informed the start of the work with a National Federation of NGOs to define the best approach for the NGO call for proposals. A draft of the plan will be forwarded to the FMO, in duly time.</p>
Scholarship and Training Fund	<p>The scholarship memo was outlined by the donor side. This fund could backup other individual projects to promote mobility of researchers. Priority areas and intermediary body should be defined. The donor side suggested i.a.: researchers and student mobility, cooperation and partnerships between educational and research institutions in Portugal and the donor states, top financing EU programs, ICT, specialized education, maritime transport and energy.</p> <p>NFP informed that Science and Technology Foundation (FCT) was working with NFP to prepare a plan that would be submitted to the FMO for comments.</p> <p>The Donors representatives asked the NFP to elaborate on the possible priority areas and inform the donors who they envisage as a possible fund manager.</p> <p>The Norwegian representative expressed that their greatest interest was in exchange programmes to facilitate for language studies, student exchange in fishery and coastal affairs, specialised education, information systems, research mobility, renewable energy and maritime transport.</p>
<u>Review of Annex B and C of the MoU</u>	<p>Changes in Annex B and C as proposed in the Annual Report were accepted. The donor side welcomed the broadening of the list of priority sectors to include environment, sustainable development and health/child care.</p> <p>FMO will make an amendment to these annexes and inform the NFP.</p>
TA Fund	<p>An application for the Technical Assistance (TA) will be submitted soon, based on a detailed budget that is being approved by the Portuguese Government. (The TA application was received on 21 February 2006)</p>
Critical Urban Areas Programme	<p>The Critical Urban Areas Programme was briefly presented and the Financial Mechanism was invited to be a financial partner as some of the projects within the programme will be within the FM priority areas.</p> <p>The idea behind the programme is to have a pilot initiative which will draw up on the experience of previous urban intervention programmes, an applied research programme, were objective results will contribute to future urban policy projects.</p> <p>The programme will be comprised of small projects and financed by 7 ministries and heavily based on PPP and NGO participation.² The total cost of the program is 25 million euros. In the future the programme will be open for several areas. In the first phase three pilot areas have been selected. These areas were selected as they represent typical urban problems which Portugal is facing. These three</p>

² Ministry of Environment, Spatial Planning and Towns, Ministry of Labour, Ministry of Education, Ministry of Health, Ministry of Culture, Ministry of Internal Affairs, Ministry of the Presidency.

	<p>areas have been a part of previous rehabilitation programmes, the plan is to build on the experience of those programmes and go further.</p> <p>Mr Ferrao, expressed that the program would be a very important learning process for everyone involved as this approach is a new one, the aim is to avoid the 'one fits all' approach which is still a very dominant one in Portugal as institutional dialogue is not common in Portugal and a very strong shift is needed.</p> <p>The programme contains eight different goals or processes:</p> <ul style="list-style-type: none"> • "Residents autonomy and participation, both in intervention design and implementation, • strategic coordination, integrated (multidisciplinary) approach, • different decision levels, • public private partnerships, • residents empowerment, • locally included development process, • sustainability of core projects, • business oriented activities". <p>The programme will be designed within the local community, and local actors will take part in the decision making process. Sustainability of core projects in the programme will be a requirement and the activities will be business orientated and not only social. The aim is to develop micro enterprises, and encourage self employment.</p> <p>The key issue in the programmes methodology is the strong strategic cooperation between ministries and the special secretariat as well as the decentralising of the decision making to local actors. Qualified technical support will be given to local partnership. Project implementation will be through open calls for projects. Instituto Nacional de Habitacao INH has been chosen as the intermediate body, but the institution plays a strategic role in the urban policy. Additionally, a task force comprised of technical consultants will be set up to assist both INH and the local partnerships. The projects financial structure has not been finalised as it will depend on the action plan which is under development. All planning within and between the ministries has been finalised and the local partnerships have been established</p> <p>The Donors representatives stated that the programme was clearly very important for the government and that it had a broad scope. The Donors encouraged the NFP to ensure close cooperation with the FMO during the programmes further development and to tailor the application to fit as well as possible to the FM objectives. They furthermore pointed out that the projects implementation stage is extremely important and that local involvement was the most important factor, to keep the programme close to the ground and ensure to make it into the inhabitants own project.</p> <p>A formal application for EEA grant assistance will be submitted in June /July on the basis of the Actions Plans that are now being prepared at each pilot area.</p> <p>The Donors representatives confirmed its interest in receiving the application.</p>
Upcoming Events	<p>The seminar for applicants will be prepared and tentatively held in the end of March 2006. (The seminar will be held on 4 April 2006)</p> <p>NFP will collect experiences from other beneficiary states through the FMO staff and work together with the Norwegian Embassy in Lisbon to optimise resources for that event.</p>

	FMO will inform the NFP about an upcoming seminars in Brussels.
Other Issues	<p>A brief tour in the Portuguese FP website was made.</p> <p>Special email address for the submission of applications will be sent by the FMO. (the site http://www.eeagrants.org.pt/ was opened on 24 February 2006)</p> <p>FMO informed it may take 3 to 6 months to evaluate/ decide projects. Therefore, NFP should include this assumption in the work plan.</p> <p>NFP informed its staff composition would be increased depending on implementation needs.</p>

Analised Documents:

- Anual Report 2006
- INH – Critical Urban Areas Programme Presentation
- Portuguese Website – www.eeagrants.org.pt

List of Participants

Entity	Name	Title
Norwegian Ministry of Foreign Affairs	Per Stand Sjaastad	Assistant Director General, NMFA
	Vibeke Rysst-Jensen	Adviser, NMFA
	Arnt Magne Rindal	Norwegian Ambassador to Portugal
	Mattis Raustøl-Pedersen	First Secretary, Norwegian Embassy
Financial Mechanism Office	Stine Lundin Andresen	Director
	Ágústa Ýr Thorbergsdóttir	Country Portfolio Officer
	Hjörtur Bragi Sverrisson	Senior Legal Officer
Icelandic Mission to the European Union	Angantýr Einarsson	Counsellor for Finance
Secretary of State for Spatial Planning and Towns	João Ferrão	Secretary of State
	António José Mendes Baptista	Adviser
	Ana Cristina Catita	Adviser
Directorate General for Regional Development	Margarida Caleiro	Technical officer
	Teresa Costa	Technical officer
European Economic Area Financial Mechanism	Manuel Leal Pisco	FP Coordinator
	Ana Isabel Resende	Financial Manager
	Lourenço Xavier de Carvalho	Adviser and Information Manager

Annex 2 - Call for proposals

for submission of INDIVIDUAL PROJECTS within the framework of the EEA Financial Mechanism in Portugal

The Ministry of Environment, Spatial Planning and Regional Development, National Focal Point of the EEA Financial Mechanism in Portugal,

Announces on 10th February 2006 **the Call for Proposals nº 1** for the submission of **applications for Individual Projects** within the framework of the **EEA Financial Mechanism** in the priority areas specified in the following table.

Priority Sector	Focus Areas
Conservation of European cultural heritage	<ul style="list-style-type: none"> - Protection and renewal of immovable cultural heritage - Improvement of care and protection of movable cultural heritage - Renewal of urban areas and historical parts in regions - Renewal of historical and cultural heritage in regions - Small-scale revitalisation of brown fields in towns and municipalities
Protection of the environment, including the human environment, through inter alia, reduction of pollution and promotion of renewable energy.	Reduction of pollution, mainly in urban public transport
	Improvement of water management systems
	Coastal management
Promotion of sustainable development through improved resource use and management.	Sustainable forest management
	Implementation of sustainable public service centres in rural areas
	City networks for competition and internationalisation
Human resource development	Modernisation of public administrations and social services
	Promotion of gender equality in public local administrations
Health and Childcare	
Academic Research and development	<i>Any of the priority sectors in Article 6 of the MoU (Memorandum of Understanding)</i>

1. The total amount available for this Call for proposals is 12.233.592 EUR within the allocation of 2004-2009³.

The grant rate will be determined on a case-by case basis, as the minimum necessary to allow the project to proceed. The maximum contribution from the EEA Financial mechanism in the form of grants may not exceed 60% of the total eligible project cost except for projects otherwise financed by central or local government budget allocations, where the contribution may not exceed 85% of the total eligible cost.

The amount of grant assistance from the EEA Financial Mechanism should not be less than **250,000 EUR**.

2. Eligible Applicants:

All public or private bodies and any organization constituted as legal entity in Portugal and operating in the public interest - e.g., national and local authorities, education/research institutions, environmental bodies, community organisations and public-private partnerships may apply for assistance.

3. Eligible Priority Sectors/Focus Areas:

Eligible applicants may submit complete applications for Individual Projects, provided the project proposal is within the overall framework of priority sectors of the EEA Financial Mechanism, particular attention shall be given to the focus areas.

4. Project Selection Criteria

In addition to the **assessment criteria included in the FMO Appraisal Manual**, a secondary assessment will be made with a consideration to the following project characteristics:

- a) Sector integration: combination of priority sectors; preference for projects regarding more than one priority sector;
- b) Spatial integration: creation of spatial networks; preference for projects promoting related interventions in several locations or promoting co-operation of similar organizations in different locations;
- c) Integration of actors: creation of public-private partnerships; preference for projects including interventions of both public and private organizations;
- d) Durability of results: duration of project results; preference for projects presenting durable regional or local development impacts;
- e) Innovation: preference for projects promoting innovative solutions;
- f) Regional value added: preference for projects creating value added on the basis of organizational and immaterial interventions;
- g) Strategic framework: preference for projects respecting Strategic Programs.

Applications should enhance the local/regional impacts of the projects in terms of long term duration of impacts, job creation, increase in regional value-added, modernization; improvement of the regional innovation capability.

³ The total net amount of the allocation for the period 2004-2009 is 29.127.600 Euros. From this amount, 60% (17.476.560 EUR) is allocated to individual projects. The remaining is indicatively allocated to Block Grants, Programmes and Technical Assistance. The amount of this call corresponds to 70% of the total amount for individual projects. The remaining 30% (5.242.968 EUR) will be allocated in a new call, to be launched in January 2007.

5. Deadline and address for submission of applications

The deadline for submission of applications is:

- **16:00 o'clock on 10th May 2006**

All applications within the framework of this call for proposals for Individual Projects must be sent to the following addresses:

European Economic Area Financial Mechanism

National Focal Point

Campo Grande 50- 3º

1749 014 LISBOA

or:

Manuel Leal Pisco

Coordenador do Mecanismo Financeiro do Espaço Económico Europeu

Campo Grande nº 50,3º

1749-014 Lisboa

Tel: +351 21 7825 090

Fax: +351 21 7825 004

E-mail: mpisco@dgotdu.pt

6. Procedure for submitting applications

Applications will be processed in the prescribed format in Portuguese and English. For an electronic version of the application form, click [here](#). Click for an electronic version of the [application form](#), [user guide](#) and [examples of indicators](#).

Applications with all supporting documents must be submitted in **one printed original and 2 printed copies in each language**. The application must also be supplied in electronic format (floppy disk or CD-rom) in both languages. Please mark the applications 'Original' and 'Copy' as needed. The complete set of application forms in both languages and in electronic format must be submitted in a sealed envelope (the sticker/seal must be signed by an authorised representative or stamped with the official stamp of the applicant).

The outer envelope must bear the full name and address of the applicant, and include the sentences: "Not to be opened before the opening session" and "INDIVIDUAL PROJECT within the framework of the EEA Financial Mechanism" and its equivalent in Portuguese: "Não abrir antes da sessão de abertura" "PROJECTO INDIVIDUAL ao abrigo do financiamento do Mecanismo Financeiro EEE".

7. Information for processing of applications

All further relevant information regarding the processing of applications will be published on the web site of the Mecanismo Financeiro do Espaço Económico Europeu in: <http://www.eeagrants.org.pt>

All general rules and guidelines are available in English via the web site of the Financial Mechanism Office: www.eeagrants.org

8. Further information

Questions may be sent by e-mail or by fax no later than 21 days before the relevant deadline for the receipt of proposals to the address listed below, indicating a clear reference to the call for proposals:

Mr. Manuel Leal Pisco

Mecanismo Financeiro do Espaço Económico Europeu

Tel. no: +351.21 7825 090

Fax: +351.21 7825 004

E-mail address: mpisco@dgotdu.pt

A reply will be sent within 10 days and no later than 11 days before the deadline for the submission of proposals.

Questions that may be relevant to other applicants, together with the answers, will be published on the web site of the Mecanismo Financeiro do Espaço Económico Europeu :
<http://www.eeagrants.org.pt>

Annex 3 – List of the Open Call Results

Project Number	Promoter's Name	Title of the operation	Priority sector	Situation
1	Município de Loures	Loures - Conservation of the 4 October Building	Cultural Heritage	Not Submitted
2	Direcção Regional de Florestas	Forest Risk Prevention Center (CPRF)	Sustainable Development	Not Submitted
3	Faculdade de Engenharia da Universidade do Porto	ENEAS - European Network for Environment and Services	Environment	Submitted to FMO
4	INIAP-EFN Instituto Nacional de Investigação Agrária e Pescas - Estação Florestal Nacional	Strategic performance for sustainable management of Companhia das Lezírias Cork oak stands	Sustainable Development	Not Submitted
5	Município de Castro Marim	Rehabilitation, Promotion and valuating of the historic and cultural heritage of the medieval town of Castro Marim	Cultural Heritage	Not Submitted
6	Município de Vila Verde	Cultural Center of Vila Verde	Cultural Heritage	Not Submitted
7	Município de Grândola	Urban and Patrimonial requalification of the Local of Lousal	Cultural Heritage	Not Submitted
8	Jácome Bruges Armas	RIRCE-RAA - Regional Registry of Children with Epilepsy in the RAA	Health and Child Care	Submitted to FMO
9	Município de Braga	Project for the valorization of the North area of Historical Center of Braga	Cultural Heritage	Not Submitted
10	Município de Braga	Revitalization of "Parque da Ponte": Garden of the Lake	Cultural Heritage	Not Submitted
11	Município de Beja	The Revitalisation project of the castle of Beja	Cultural Heritage	Not Submitted
12	Município do Alandroal	Save Plan and Whitewashing of Juromenha's Fortress and Village	Cultural Heritage	Not Submitted
13	AREAM-Agência Regional da Energia e Ambiente da Região Autónoma da Madeira	Sustainable Building Integrated Micro-Energy Systems	Academic Research/Environment	Not Submitted
14	Município de Chaves	Integrated Management of the Tâmega's Valley-Chaves	Sustainable Development	Not Submitted
15	Junta de Freguesia de Casével	Museum and Social supporting activities and infrastructures	Cultural Heritage	Not Submitted
16	Laboratório Nacional de Engenharia Civil	AWARE - Advanced Water Asset Rehabilitation	Environment	Not Submitted
17	Faculdade de Engenharia da Universidade do Porto	Evaluation and optimization of the process of biodiesel production by recycling food wastes	Environment	Not Submitted

18	Faculdade de Engenharia da Universidade do Porto	Strategies for the reduction of atmospheric effects of suspended particles and ozone on the worsening of childhood asthma	Health and Child Care	Not Submitted
19	Município de Praia da Vitória	PRAIAPASSEIO - Project for the requalifying of Streets in the Urban Center of Praia da Vitória	Cultural Heritage	Not Submitted
20	AMISM - Associação de Municípios da ilha de São Miguel	Agenda XXI - Application of the Local Agenda 21	Human Ressources	Not Submitted
21	AMISM - Associação de Municípios da ilha de São Miguel	FORMAR - Project for Training and qualification of Human Ressources of Local Government Bodies of São Miguel	Human Ressources	Submitted to FMO
22	Município de Praia da Vitória	CASA DAS TIAS - Project for the Restoration and Adaptation of the Vitorino Nemésio Cultural Center	Cultural Heritage	Not Submitted
23	Direcção Regional de Cultura	BALEIAÇOR - Preservation, Recovering, survey and spreading of whalers patrimony	Cultural Heritage	Submitted to FMO
24	Município de Ponta Delgada	MARGINAL - Requalification of the coastal zone - Lengthening of the Marginal avenue of Ponta Delgada	Environment	Not Submitted
25	Município de Ponta Delgada	RAINHA - Project of Recovery, Restore and Valorisation of the Parish Church of Fajã de Baixo	Cultural Heritage	Not Submitted
26	Município de Ponta Delgada	POÇOS - Rehabilitation of Balnear Zone of the Ancient whaller Harbour of Poços	Cultural Heritage	Not Submitted
27	Município de Vila Franca do Campo	ETNOGRAF - Project of Recovery and Enlargement of the Vila Franca do Campo Museum	Cultural Heritage	Not Submitted
28	Município de Praia da Vitória	PRAIAVITÓRIA - Project for the instalation of public lighting and construction of Buildings in the urban center of Praia da Vitória	Cultural Heritage	Not Submitted
29	Município de Lagoa	INFOLAGOA - Modernization and Computerization of the Services of the Autarchy of the LAAAA	Sustainable Development	Not Submitted
30	Direcção Regional da Cultura	ARQUI-IMÓVEL - Azorean Immobile Patrimony Inventory	Cultural Heritage	Not Submitted
31	Associação de Municípios da Terra Quente Transmontana - AMTQT	Creation of a Network of Proximity Services to Citizens Living in Rural Environments	Sustainable Development	Not Submitted
32	Escola Profissional de Fermil, Celorico de Basto	TERVALOR - Treatment and valorisation of dairy farming wastewaters on Phragmites beds	Environment	Not Submitted
33	Município de Vila Real de Santo António	"POMBALIN" CORE - Main Square Public Area and Riverside walk Valorization. Town Hall and Former Costums Office Building rehabilitation	Cultural Heritage	Not Submitted
34	Município de Lagos	Forum of the Discoveries	Cultural Heritage	Not Submitted
35	Município de Alcobaça	Cister Route of Alcobaça Region	Cultural Heritage	Not Submitted
36	Município de Ponta Delgada	Lighthouse	Health and Child Care	Not Submitted
37	Município de Montalegre	Eco-Museum of Barroso	Environment	Not Submitted

38	Município de Vila do Bispo	Rehabilitation of the Urban Zone of Salema - sea front	Cultural Heritage	Not Submitted
39	Município de Vila do Bispo	Rehabilitation of the Historical Zone of Vila do Bispo	Cultural Heritage	Not Submitted
40	Município de Vila do Bispo	Water System supplying of Hortas do Tabual, Ingrina and Zavial	Environment	Not Submitted
41	Associação Comercial e Industrial do Funchal - Câmara de Comércio e Indústria da Madeira	SOLTGEST - Pilot project for the management and optimization of energy consumptions for the Tourism industry in Madeira	Environment	Submitted to FMO
42	Município de Lagoa	LAGOA - Project for the Promotion, Rehabilitation and Renewal of two buildings of Lagoa	Cultural Heritage	Not Submitted
43	Município de Baião	Revitalisation and renovation of the square of the fair of GESTAÇÃO	Cultural Heritage	Not Submitted
44	Município de Baião	Intervention of emergency in the Ancêde Monastery	Cultural Heritage	Not Submitted
45	IPPAR - Instituto Português do Património Arquitectónico	Recovery of the Monastery of S.Bento da Vitória for public use	Cultural Heritage	Not Submitted
46	Mútua dos Pescadores - Mútua de Seguros CRL	Celebration of Coastal Culture	Cultural Heritage	Submitted to FMO
47	CERCIVAR - Cooperativa para a Educação e reabilitação de crianças Inadaptadas de Ovar	A Better Life in a new home for our users in Ovar	Health and Child Care	Not Submitted
48	IPPAR - Instituto Português do Património Arquitectónico	Route of the world Heritage Monuments	Cultural Heritage	Submitted to FMO
49	IPPAR - Instituto Português do Património Arquitectónico	Monastery of Ancede - Recovery and Valuation	Cultural Heritage	Not Submitted
50	Escola Superior Agrária de Coimbra	National Agriculture Museum	Cultural Heritage	Not Submitted
51	IPPAR - Instituto Português do Património Arquitectónico	Recovery of Convento de Jesus to public Fruition	Cultural Heritage	Not Submitted
52	Município de Torres Vedras	Historical Route of Defensive Lines of Torres Vedras	Cultural Heritage	Submitted to FMO
53	Município de Ribeira Grande	Ribeira - Recovery and enlargement of the Municipal Museum of Ribeira Grande	Cultural Heritage	Not Submitted
54	Município do Barreiro	REPARA - Rehabilitation Programme of the Riverfront Area of Alburrica	Cultural Heritage	Not Submitted
55	Município de Sto Tirso	Tourism, Archaeology and environmental Education - an integrated development strategy	Environment	Not Submitted
56	Joaquim António de Oliveira Barros	Innovative Strengthening strategies for the rehabilitation of the built patrimony	Academic research/Cultural Heritage	Not Submitted

57	Município da Anadia	Promotion of the Requalification of the urbanism, the landscapes and the environment of Curia Thermal resort	Cultural Heritage	Not Submitted
58	Casa da Tapada, SA	Casa da Tapada - Charm Hotel	Cultural Heritage	Not Submitted
59	Joaquim de Sousa Meireles Pacheco	The Sousa Valley Ethnografic Museum	Cultural Heritage	Not Submitted
60	Freguesia da Capinha	Conservation of European cultural heritage - Quinta do Vale Dourado (Capinha)	Cultural Heritage	Not Submitted
61	Comunidade Intermunicipal do Vale do Minho	Minho Valley: quality improvement, fruition, development	Cultural Heritage	Not Submitted
62	Universidade da Beira Interior	RURAL-INTEGRATED Integrated approach for low cost Eco-Efficient Rehabilitation of rural house	Cultural Heritage	Not Submitted
63	Liz On Line - Serviços De Internet, SA	Pages from the Past - Conservation of Historical and Cultural Heritage of Central Portugal/Leiria	Cultural Heritage	Not Submitted
64	Instituto de Biologia Experimental e Tecnológica	Development and validation of integrated drinking water treatment processes in Portugal and Norway	Environment	Submitted to FMO
65	VALE-E-MAR Comunidade Urbana	ECOnet	Cultural Heritage	Not Submitted
66	Universidade de Évora	University of Évora - Convent of Bom Jesus de Valverde	Cultural Heritage	Not Submitted
67	Universidade de Évora	University of Évora, College of Espírito Santo	Cultural Heritage	Not Submitted
68	Universidade de Évora	University of Évora - Patio do Jardim do Paço	Cultural Heritage	Not Submitted
69	Universidade de Évora	University of Évora - Fire Protection - College of Espírito Santo	Cultural Heritage	Not Submitted
70	Universidade de Évora	Project Hercules - Cultural Heritage Study and Safeguard	Cultural Heritage	Not Submitted
71	Município de Matosinhos	Green Continuum, Sea and History	Environment	Not Submitted
72	Universidade do Porto	Recovery works of the exterior of the building, of patrimonial interest, reserved to the Rectory, the central services and the Museum Nucleos of Universidade do Porto	Cultural Heritage	Not Submitted
73	Município de Trofa	Cultural and turist Animation Center - Rehabilitation of historical building	Cultural Heritage	Not Submitted
74	Município de Póvoa de Lanhoso	Territory, People and Heritage	Cultural Heritage	Not Submitted
75	Instituto de Tecnologia Química e Biológica- Universidade Nova de Lisboa (ITQB-UNL)	AWAKE OF GREEN BIOTECH in Portugal: Waste elimination using genetically manipulated fungalspecies in na ionic environment	Academic Reseach/Environment	Submitted to FMO
76	Direcção Geral dos Recursos Florestais	Territory Infrastructures and Forest Fires Prevention and Protection	Sustainable Development	Submitted to FMO

77	MDAD Consulting - Organização e Sistemas Informáticos Lda	Knowledge Center	Human Resources	Not Submitted
78	Casa do Povo de Minde	Renewal of the Theatre House "Rogério Venâncio" of Minde	Cultural Heritage	Not Submitted
79	Parnassus Lda	The Cultural Assets of The Upper Lima Valley and Adjoining areas, their assessment and future use as catalysts in conservation and economic development	Cultural Heritage	Not Submitted
80	ALADI - Associação Lavrense de Apoio ao Diminuído Intelectual	Sea Water Therapeutical Swimming Pools	Health and Child Care	Not Submitted
81	Aquapura Hotéis Resort & SPA, SA	Rehabilitation of the Mata (Woods) located in Quinta de Vale Abraão, parish of Samodães, council of Lamego	Sustainable Development	Not Submitted
82	IPATIMUP - Instituto de Patologia e Imunologia Molecular da Universidade do Porto	Prevention and Early Diagnosis of Cancer and Precancerous Lesions of Cervix, Stomach, Breast and Thyroid	Academic Research/Health and Child Care	Submitted to FMO
83	Instituto Superior Técnico	Professional partnership between the Republic of Portugal and the Republic of Iceland in the utilization of renewable energy resources (RES): Graduate education, practical training, and energy research.	Academic research/Environment	Encaminhado para o Scholarship Fund-FCT
84	Faculdade de Engenharia da Universidade do Porto	The Conservation of the Baixa Pombalina monumental ensemble: methodologies for the analysis, strengthening and rehabilitation of the housing fabric	Cultural Heritage	Not Submitted
85	Faculdade de Engenharia da Universidade do Porto	Numerical Simulation of Childbirth and its contribution to the Improvement of quality of life of modern woman	Academic research/ health and child care	Not Submitted
86	CIMAR Centro de Investigação Marinha e Ambiental	Managing effects of global climate on estuarine biodiversity and productivity	Academic research/Sustainable development	Submitted to FMO
87	Faculdade de Ciências e Tecnologia da Universidade Nova de Lisboa (Departamento de Conservação e Restauro)	A green approach to conservation	Cultural Heritage	Not Submitted
88	Fundação da Faculdade de Ciências da Universidade de Lisboa/LATTEX	COSMOS - Coastal Monitoring System in Portugal	Academic research/Environment	Not Submitted
89	Universidade de Aveiro	Rehabilitation of the ancient factory "Fábrica Aveirense de Moagens" (Milling industry): recovery of the buildings, turning into a museum that patrimony and the cultural factory	Cultural Heritage	Not Submitted
90	INEGI - Instituto de Engenharia Mecânica e Gestão Industrial	Fracture characterization of wood - Definition of suitable failure criterion for wood design	Academic research/Sustainable development	Not Submitted
91	WG - westgeophysics de Maria Catarina Custódio da Paz	Portuguese coastal cliff stability study	Environment	Not Submitted
92	CIDM - Comissão para a Igualdade e Direitos das Mulheres	Gender mainstreaming in the municipalities in cooperation with civil society and the private sector in order to achieve good governance	Human Resources	Not Submitted
93	Gestaqueva - Sociedade de Aproveitamento das Potencialidades das Albufeiras de Alqueva e Pedrógão, SA	Priority Actions in water domain	Environment	Not Submitted
94	Município de Borba	Nova Borba - Integrated Territorial Intervention	Cultural Heritage	Not Submitted

95	Pinus Verde - Associação de Desenvolvimento Integrado da Floresta	Schist Heritage Network	Cultural Heritage	Submitted to FMO
96	Associação Portuguesa de Jardins e Sítios Históricos	Restoration of gardens' hydraulic systems, walls and trails	Cultural Heritage	Submitted to FMO
97	MDAD Consulting - Organização e Sistemas Informáticos Lda	Health Info	Health and Child Care	Not Submitted
98	Ambelis - Agência para a modernização Económica de Lisboa, SA	Atlantic Monitoring Centre for Urban Competitivity	Sustainable Development	Not Submitted
99	Parques Sintra -Monte da Lua, S.A (PSML).	Restoration of Historic Buildings in the Cultural Landscape of Sintra, a world Heritage Site	Cultural Heritage	Submitted to FMO
100	EDIA - Empresa de Desenvolvimento e Infraestruturas do Alqueva, SA	NOUDAR Project - Conservation through wise use in a rural area	Sustainable Development	Not Submitted
101	Irmandade da Santa Casa da Misericórdia da Aldeia Galega da Merceana	CAER - Centre of Activities for Regional Entrepreneurship	Cultural Heritage	Not Submitted
102	Porto Vivo, SRU - Sociedade de Reabilitação Urbana da Baixa Portuense, SA	SÉ - Young District	Cultural Heritage	Not Submitted
103	Comissão de Coordenação e Desenvolvimento Regional Norte (CCDR-N)	Multipurpose and proximity Services Network in Mountain Areas - Terras do Basto	Sustainable Development	Submitted to FMO
104	Município de Vila Velha de Ródão	Strategies of Tourist, Ambient and Patrimonial Valuation in Rural Areas	Sustainable Development	Not Submitted
105	Município da Marinha Grande	Revitalization of the Historic Stephens Heritage, Museum consolidation and its integration into the surrounding urban network.	Cultural Heritage	Not Submitted
106	Município de Faro	Rehabilitation of Belmarço Pallace	Cultural Heritage	Not Submitted
107	Município de Torres Vedras	Sustainable Mobility in the Historical Center of Torres Vedras	Environment	Not Submitted
108	Município de Palmela	Rehabilitation of Municipal Building at Palmela's historical Center - numbers 58, 60 and 62 of Hermenegildo Capelo Street	Cultural Heritage	Not Submitted
109	Município de Leiria	Rehabilitation of the Painter's House to establish an Archaeology Office	Cultural Heritage	Not Submitted
110	Município de Arruda dos Vinhos	The Municipality Museum - Recover the History	Cultural Heritage	Not Submitted
111	Município de Alcanena	Museum of Leather Tanning	Cultural Heritage	Not Submitted
112	Município de Palmela	Rehabilitation of Cine-Teatro S. João	Cultural Heritage	Not Submitted
113	Município de Palmela	Rehabilitation of Palmela's historical Center public spaces	Cultural Heritage	Not Submitted
114	Município de Leiria	Rehabilitation and Valorization of the Junqueira Salt Mine - Phase 2	Cultural Heritage	Not Submitted
115	Município de Cascais	Informatize the Local Centre and Municipal Historical Archive to be installed in the Sommer House, situated in Cascais	Cultural Heritage	Not Submitted

116	Município de Fundão	Project Rio - Mining Heritage Valorisation	Cultural Heritage	Not Submitted
117	Município de Mafra	Refurbishment of the Marquis de Ponte de Lima's Palace	Cultural Heritage	Not Submitted
118	Município de Vila Franca de Xira	Environmental and Social Urban Qualification of Bom Sucesso - Arcena	Cultural Heritage	Not Submitted
119	Município de Guimarães	CampUrbis - University Campus on the Historical Urban Center	Sustainable Development	Not Submitted
120	Município de Celorico da Beira	Celorico da Beira in Action - Revitalisation of the Historical and cultural Heritage	Cultural Heritage	Not Submitted
121	Município de Odivelas	Odivelas Forum	Cultural Heritage	Not Submitted
122	Município do Entroncamento	Best Water best environment	Environment	Not Submitted
123	Município de Cascais	Modernisation of the fiscal execution services in the Municipalities of Cascais and Lisbon	Human Resources	Not Submitted
124	Município de Guimarães	Sustainable Management of the forest in Guimarães area	Sustainable Development	Not Submitted
125	Município da Murtosa	Revitalization in a physical, social, ecotouristic and environmental point of view of the east margin of Ria de Aveiro in Murtosa Municipality	Environment	Not Submitted
126	Município de Torres Novas	Urban Requalification of historical city of Torres Novas	Cultural Heritage	Not Submitted
127	Município de Nisa	Requalification and preservation of historical and urban contents of Nisa's historical Center and involving areas	Cultural Heritage	Not Submitted
128	Município de Estremoz	Preparatory actions for the operation of renewal and rehabilitation of the Historical Centre of Estremoz	Cultural Heritage	Not Submitted
129	Município de Vila Nova de Gaia	Bridges project - "Serra do Pilar" scarp revitalization project	Cultural Heritage	Not Submitted
130	Parque Biológico de Gaia, E.M.	River Febros Valley Ecomuseum	Cultural Heritage	Not Submitted
131	Município de Torres Vedras	Thematic Park about life on the earth	Cultural Heritage	Not Submitted
132	Laboratório Nacional de Engenharia Civil	Environmental Management of the Minho River Estuary	Environment	Not Submitted
133	Gebalis - Gestão dos Bairros Municipais, EM (Empresa Municipal)	Revitalization of the green areas of neighbourhood "2 de Maio"	Cultural Heritage	Not Submitted
134	Município de Óbidos	Building Recovery for Social Services Use in A-Dos-Negros (Municipality of Óbidos - Portugal)	Cultural Heritage	Not Submitted
135	Município de Santa Maria da Feira	Rehabilitation of the Ulma River	Environment	Not Submitted
136	Município da Moita	Rehabilitation of the System of functioning of the Caldeira	Environment	Not Submitted
137	Município de Lisboa	"Pátios" and "Vilas"	Cultural Heritage	Not Submitted

138	José António de Sousa Pais Lourenço	"Ecopista and Salazar's House Museum	Cultural Heritage	Not Submitted
139	Município de Tavira	Municipal Museological Net - 2nd Fase	Cultural Heritage	Not Submitted
140	Município de Peso da Régua	Caldas do Moledo: the wakening of a dormant potentiality	Cultural Heritage	Not Submitted
141	Município de Lisboa	CULTUR-GREEN ANCHOR: valuing and reinforcing Lisbon's cultural heritage by using a systemic approach for promoting sustainable mobility	Sustainable Development	Not Submitted
142	Município de Moura	Renovation of the quarteis building	Cultural Heritage	Not Submitted
143	Município de Sesimbra	Rehabilitation Programme for Sesimbra Castle (RPSC)	Cultural Heritage	Not Submitted
144	Município do Seixal	Conservation and renewal of industrial heritage of Seixal	Cultural Heritage	Not Submitted
145	Município de Peniche	Implementation of a Sustainable Forest Management System in "Pinhal do Vale Grande"	Sustainable Development	Not Submitted
146	Município de Águeda	Service qualification for a better response	Human Resources	Not Submitted
147	Município da Sertã	Natural Sertã's stream valorisation	Environment	Not Submitted
148	Município de Vila Real de Santo António	IV Meeting of the illumist Cities	Sustainable Development	Not Submitted
149	Município de Águeda	Telemetry: The Best Water Management System For Water Supply	Environment	Not Submitted
150	Município de Vila Nova de Paiva	Energy exploitation of the forest Biomass of the Hight Paiva	Environment	Submitted to FMO
151	Município de Barrancos	Exploration of Agro-forest systems in left bank of Guadiana's River - a Sustainable Strategy of Agricultural Way	Sustainable Development	Submitted to FMO
152	Município de Ourém	Ourém's cultural and environmental rehabilitation project	Cultural Heritage	Not Submitted
153	Município da Guarda	Levering project of Urban Regeneration and Cultural renewal of the Historic Centre of Guarda	Cultural Heritage	Not Submitted
154	Município da Guarda	Urban Regeneration and Socio-Cultural Renewal of the Jewish Quarter within the Historic Centre of Guarda	Cultural Heritage	Not Submitted
155	Município da Guarda	Rgeneration of public space and socio-Cultural renewal of the Historic Centre of Guarda	Cultural Heritage	Not Submitted
156	Município de Sernancelhe	"Vilar Dam Territorial Management Plan, Including Rehabilitation of the surrounding Areas, and local water supply to the Population	Environment	Not Submitted
157	Secretaria Regional do Ambiente e do Mar	Interpretation Centre and Eco-Centre of Santa Maria	Sustainable Development	Not Submitted
158	Secretaria Regional do Ambiente e do Mar	Coastal Zone Requalification of the Baía de São Loureço	Environment	Not Submitted
159	Secretaria Regional do Ambiente e do Mar	Capelinhos Lighthouse Interpretation Centre	Cultural Heritage	Not Submitted

Annex 4 - Seminar's Programme

Lisbon, April 4, 2006

Place: DGOTDU, Campo Grande, Nº 50

14:00 – Welcoming Address

Spatial Planning and Towns Secretary of State Representative

14:15 – The Pillars of EEA Grants: Solidarity, Opportunity and Cooperation

Donor States and Financial Mechanism Office Representatives

15:00 – Approach for Cooperation Networks under de EEA Grants: Partnerships and Best Practices (Plenary)

Financial Mechanism Office and National Focal Point Representatives

15:30 – EEA Grants Application Procedures

Financial Mechanism Office Representative

16:15 – Coffee Break

16:45 – Open Discussion

18:00 – Cooperation Networks under de EEA Grants: Partnerships and Best Practices (Working Groups)

National Focal Point Moderation