

The REGIONAL MOBILITY FUND for EXPERTS IN THE BLACK SEA REGION & THE BALKANS

FUNDING CONDITIONS

The Regional Mobility Fund for Experts in the Black Sea Region and the Balkans is initiated by the Romanian NGDO Platform – FOND with the financial support of CSO Partnership for Development Effectiveness – CPDE. This pilot activity will be implemented during the **5th October – 1st December 2015**.

The objective of the Regional Mobility Fund is to encourage the mobility of civil society/ think tank/ academic experts in the region as to foster knowledge sharing, expertise and exchange of best practices **within the framework of enabling environment for CSOs and the Istanbul Principles**.



Who can apply?

The Regional Mobility Fund is open to civil society, think tank and academic experts from the following regions: the Black Sea and the Balkans.

The eligible activities (for which the mobility costs will be covered) are: conferences, seminars, working and coordination meetings, study visits, mentoring and training activities in which the applicants are resource persons. Moreover, priority will be given to involvement in activities with clear medium and long term results that are able to demonstrate a general interest impact; activities with practical objectives, expertise transfer, concrete project work, trainings or production of reports and studies. The beneficiaries will have to ensure the public dissemination of results and general interest information produced as part of the activity to which they are participating.

The Regional Mobility Fund is awarded on an individual basis: financing entire activities is not an objective. Instead, the program will cover: **transport (including local), accommodation and meals costs**.

The application process for the Regional Mobility Fund is flexible, as the receipt and assessment of the requests for support will be done in an ongoing manner. The only time constraint is that the activity for which one applies should be implemented during the 5th October – 1st December 2015.

The cross-cutting priority of the Regional Mobility Fund is civil society enabling environment for CSOs and the Istanbul Principles, focusing on the three major dimensions: legal framework, policy influencing and donor – CSOs relationships according to CSO Partnership for Development Effectiveness – CPDE’s monitoring framework¹.



How to obtain financial support?

The financing process of the Regional Mobility Fund has two stages:

1. APPLICATION FOLDER

- The applicant will fill in an **application folder** containing:
 - **The application form (available here: www.blackseango.org);**
 - **The applicant’s CV;**
 - **The event’s/meeting’s agenda;**
 - **The description of the activity (1-2 pages).**
- The folder must be sent by e-mail at forum@blackseango.org at least 15 days prior to the date the activity takes place. In maximum 5 days from the confirmation receipt of the application folder, the applicant will receive by e-mail the positive or negative response concerning the offer of financial support. Incomplete application folders will not be taken into consideration.
- The applicants who will be supported financially through the Mobility Fund will sign a contract with The Romanian NGDO Platform - FOND, according to which the federation will advance part of the approved grant by: buying the plane ticket or making the reservation and advanced payment for the accommodation.

The maximum covered amount is:

- **500 Euro for the round trip transport (plane or train ticket, gas etc.) The plane tickets will be paid by FOND following the information sent by the applicant in the application form.**
- **80 Euro/ night for accommodation (maximum 5 nights).**
- **Local transport and meals should not exceed 50 Euro/per day.**
- Applications for the Regional Mobility Fund will be received and assessed on an ongoing matter, first come, first served basis, **during the 5th October – 1st December 2015** within the limits of available funds and by strictly applying the eligibility criteria. The pilot round of the Regional Mobility Fund will cover up to 8 mobilities.

2. REIMBURSEMENT

- The applicant must send in maximum 7 days from the end of the activity:
 - **The reimbursement form (available here: www.blackseango.org);**
 - **The justifying documents** for the expenses made (boarding pass/invoices/receipts), in original by post and scanned by e-mail;
 - **The activity report** (annex I Reimbursement form). In the case that concrete resource documents are issue as a result of the mobility, the applicant should send them to the project team.
- All the documents will be sent **by email at forum@blackseango.org and by post** at the following address: FOND Romania, Bl. Calea 13 Septembrie, nr. 85, Bl. 77C, ap. 74, et. 8, postal code 050713, Bucharest, Sector 5, Romania.
- The reimbursement of expenses will be made by bank transfer in maximum 15 days from the confirmation receipt of the complete reimbursement request (containing all the above-mentioned documents). The reimbursed amount will be transferred in the account mentioned in the reimbursement form, which should be in EUR.
- **The incomplete reimbursement requests or those which do not respect the deadline, will not be taken into consideration and the applicant will lose the financial support awarded following the submission of the application folder!**

For further information: forum@blackseango.org.



ⁱ <http://www.csopartnership.org/wp-content/uploads/2014/03/CSO-Contribution-to-Indicator-21.pdf>