



**Project Regulations for the “Added Value” Sub-programme of the Solidarity Fund PL  
Regulations approved by the President of the board on the 29th of August 2019**

1. The objective of the “Added value” Sub-programme (hereinafter referred to as “Sub-programme”) is to raise the quality of projects implemented by Polish or local entities that benefit states, in which Solidarity Fund PL (hereinafter referred to as the Fund) conducts its activities. The projects that are to receive the support need to match the priorities of the Fund, as defined by the Ministry of Foreign Affairs of the Republic of Poland and the Annual Development Cooperation Programme.
2. The support shall consist of covering the costs of a new, Polish component – indicated by the Applicant – within a project that the Applicant is already implementing.
3. Such component may comprise i.a. participation of a Polish expert, translation of a Polish publication as a part of the project, project participants’ visit to Poland, adding Polish language to the projects’ languages, etc.
4. The Fund shall cover the costs related to the implementation of the component, i.e. travel expenses and/or costs of the stay of experts/practitioners, translations, additional food, conference materials, etc..
5. The support from the Sub-programme shall not cover administrative costs, experts’ fees, or purchasing of fixed assets.
6. Projects that have received support from the Polish Development Cooperation, administered by the Ministry of Foreign Affairs of the Republic of Poland, are not eligible for support.
7. The maximum amount of support shall be the equivalent of PLN 20,000 per organisation per calendar year.
8. The application for the covering of the costs may be submitted by the project’s implementing agency, or a person acting under its authority, no later than 21 calendar days prior to the implementation of the component.
9. The application shall be made by completing and submitting a digital form made available by the Fund. The application may be completed in Polish, English, Russian, Ukrainian, or Belarussian language.
10. The application shall be evaluated by at least to workers of the Fund, in accordance with the following criteria:
  - a) Conformity of the subject of the project with the priorities of the Fund.
  - b) Impact of the additional component on the quality and the effectiveness of the project implemented by the Applicant.
  - c) Adequacy of the amount of funding in relation to the planned outcomes.
  - d) Compliance with application time limit, as specified in 8.
  - e) Reliability and timeliness of settlements in regards to the funds received from the Solidarity Fund PL within the past three years.



- 11.** The Fund shall not accept applications from applicants who, within three calendar years preceding the submission of the application, have not met their liabilities towards the Fund on time, be it in financial or task-related aspect.
- 12.** Applications shall be evaluated immediately upon reception, and the decision of the Fund shall be communicated no later than within 10 days after the submission of an application.
- 13.** The decision to grant support shall be taken by the President of the Management Board of the Fund, or a person acting under their authority, after considering the recommendations of the Fund workers who have evaluated the application. The decision is final and is not open to appeal.
- 14.** The support shall be granted directly, i.e. through payment of bills/invoices/other documents issued by the provider of services (airline, hotel, restaurant, translator, insurance company, etc.). The number of accounting documents, whose costs shall be covered under a single application by the Fund, cannot exceed five.
- 15.** The applicant shall inform of the support granted by the Fund in their materials, publications, information for the media, announcements, and public statements regarding the supported component and shall place the graphic symbol of the Fund and of the Polish Development Cooperation on the materials financed by the Fund.
- 16.** The Fund and the Ministry of Foreign Affairs shall have the right to monitor and evaluate supported projects and to financially control the expenditures covered by the Sub-programme funds.
- 17.** The Sub-programme shall be implemented until the allocated funds have been used up in a current calendar year.
- 18.** These Regulations shall enter into force 7 days after their approval.