



Nordic-Baltic Mobility Programme for Public Administration 2009 – 2013

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Nordic-Baltic Mobility Programme for Public Administration

Objective:

- to promote and strengthen cooperation, exchange of knowledge and networks between public administration structures on all administrative levels in NB8 countries
- to facilitate the harmonisation of more efficient working methods of the public sector
- the overall goal is to increase the global competitive power of the region



Purposes of the programme

- promotion of knowledge transfer for mutual benefit within different sector areas on all administrative levels
- promotion of network cooperation in politically prioritised areas
- promotion of experience exchange on best practices in respect of public administration and facilitation of harmonisation of standards
- promotion of cross-sectoral cooperation
- promotion of ministerial cooperation
- promotion of capacity building within local and regional authorities
- facilitation of joint Nordic-Baltic utilisation of different EU funds and project financing



Applicants (eligibility):

The programme is open for applications by individuals or groups of **Nordic and Baltic civil servants and other staff with similar functions employed in public administration, authorities and institutions at all administrative levels** (state, county, regional or local level) and from different sectors.





Programme requirements:

The activities should involve a minimum of 3 countries and fit one of the following possibilities:

- Nordic-Baltic mobility to at least two countries
- Inter-Nordic or inter-Baltic mobility is not eligible for funding
- Exchange with institutions under the Nordic Council of Ministers is considered to be multilateral
- Network mobility to one country for at least three parties
- Support of multilateral networks for the arrangement of internships requires that at least three parties/countries are providing internships (NB 2+1 or 1+2)

Good working knowledge in English. English is the language of application and reporting.



Eligible forms of activity:

- study visits
- internships
- on the job-training
- network activity, such as seminars and workshops with the aim to strengthen cooperation within the priority areas of the programme





Duration of activity:

- the range of duration of stay in the country of destination is generally min. 3 and max. 10 working days per country
- in special cases, e.g. internships and on the job-training, a maximum of 20 working days per country is possible
- programme activities split into two occasions must take place within a period of 6 months



Host organisations

- Applicants shall themselves identify and contact host organisations to be visited under the programme.
- A confirmation from the potential host organisation is required in the application.





Financial framework

A total of approximately 270 000 EUR annually has been earmarked for the programme. Individual grants will vary in size dependent on countries of destination etc.

Co-financing:

- the programme covers max. 70% of the total eligible costs of the mobility activity
- confirmation letter regarding min. 30% co-financing is required in the application



Eligible costs:

- travel expenses (economy class)
- travel insurance
- accommodation and per diems (max. 110 EUR per person per day from the programme)
- in special cases, extra costs for support activities, such as conferences and seminars, when integrated in the planned NB8 activity



Deadline for applications: 30. March 2011

Documents enclosed to the application:

- a letter of recommendation from the employer
- a confirmation regarding co-financing
- a confirmation from the host organisation/s

- a completed annex form for each individual participant of the group (for group applications only)

Applications and supporting documents (scanned) should be sent by e-mail to the Nordic Council of Ministers' Office in Estonia: public.administration@norden.ee



Decisions on grants

- following the criteria for support (see Guidelines)
- following the indicators of success (see Guidelines)
- cross-sectoral activities are given priority in the selection process
- group applications are prioritised over mobility activities for individuals
- the programme does not allow earmarking of funds, neither in relation to country of origin nor in relation to sector



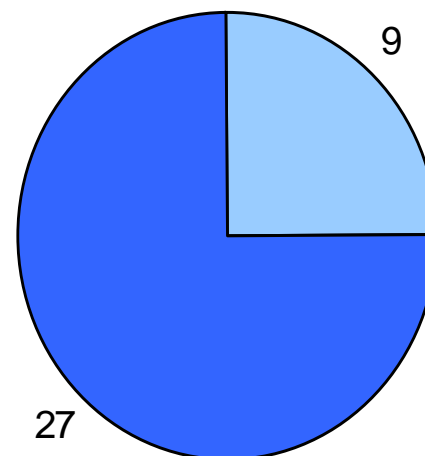
Payment procedures:

- 85% of grant (calculated on the basis of 70 % of the total eligible costs for the activity) is paid as advance payment
- the remaining part is paid after a report (substantial and financial) on the activity has been submitted



Applications received 2009 (deadline 30.04.09)

- 36 applications
- DKK 1,583,815



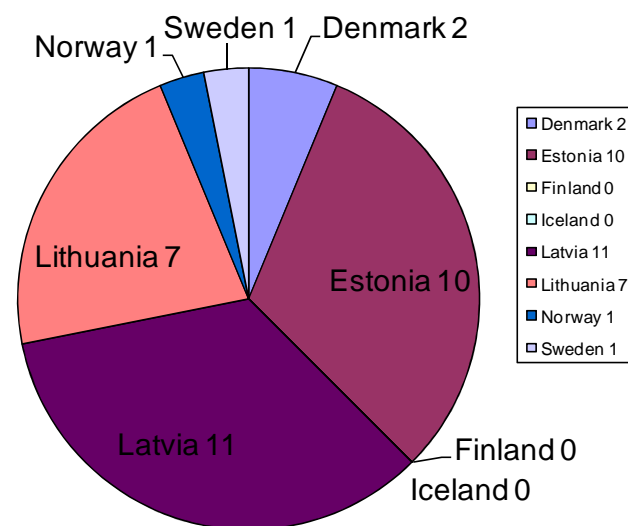
■ individual applications ■ group/ network applications



Participating countries in the approved projects (30.04.09)

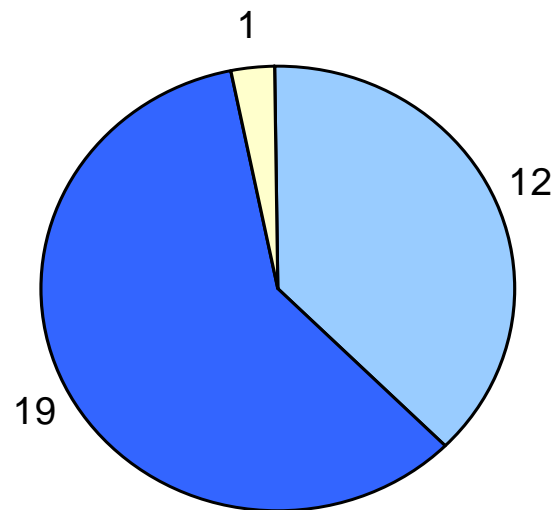
- 32 grants, 88%
- 4 individual study trips
- 28 group visits/ networks

- Total: DKK 1,456,914
- Average: DKK 45,500
- Minimum: DKK 11,000
- Maximum: DKK 98,000





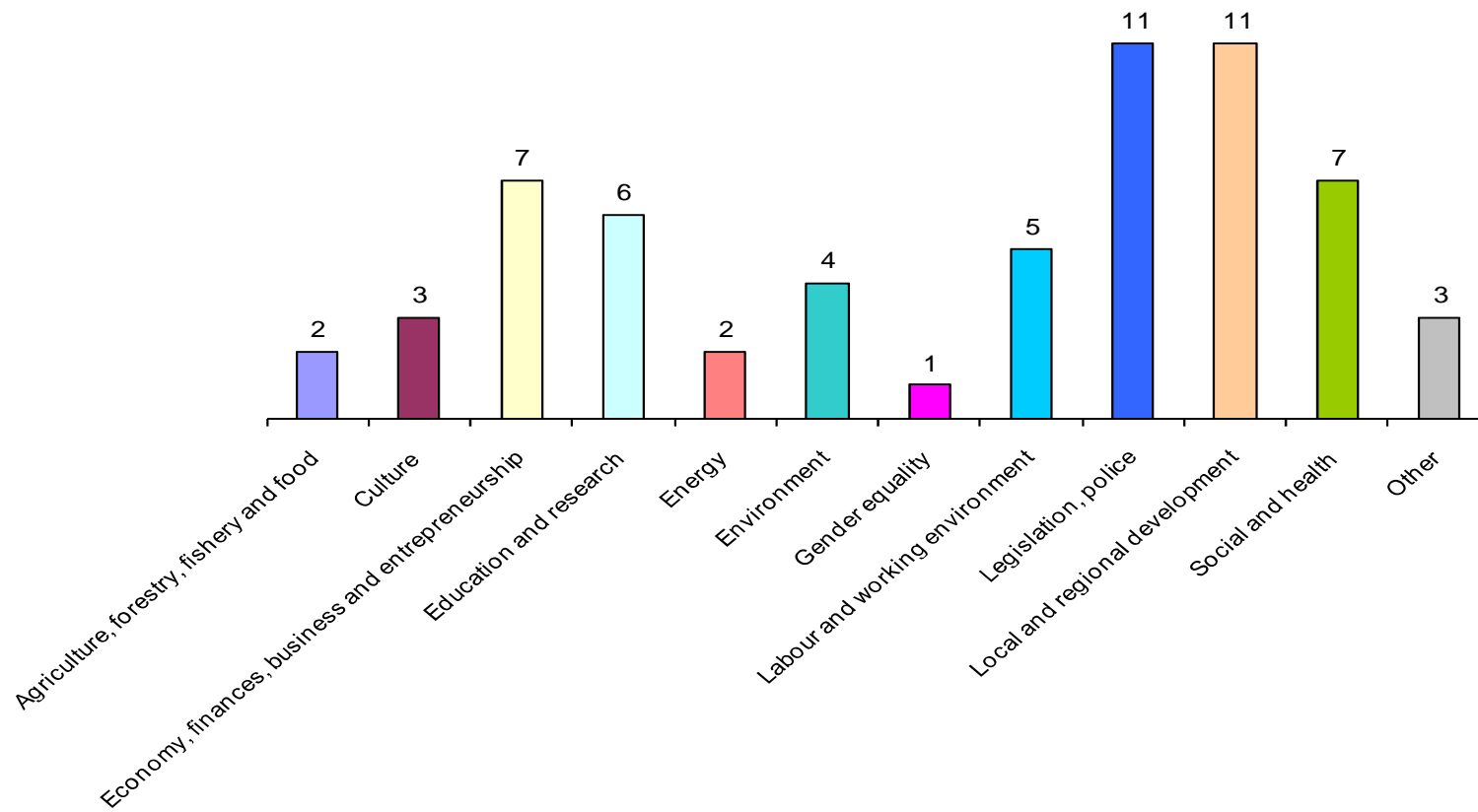
Applying institutions



- local and regional governments,
- governmental (national) institutions
- international organisation



Sectors of the projects





Management body of the programme:

Nordic Council of Ministers' Office in Estonia

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