

# **Regulations for Preparation, Approval and Implementation Procedures for the Visegrad+ Program financed by the International Visegrad Fund**

Under Article 20 of the Statute of the International Visegrad Fund (hereinafter the “Fund”), the Council of Ambassadors is issuing these conditions to determine the rules of procedure for the preparation, approval and implementation of the Visegrad+ program.

## **Chapter I – Purposes of the Visegrad+ program**

### **Article 1**

The Visegrad+ Program is a grant program created to administer and finance projects which contribute to the democratization and transformation processes in relevant countries and regions.

### **Article 2**

The priority target countries and priority orientation and project topics of the Visegrad+ projects shall be defined by the decision of the Conference of Ministers. The project topics shall be selected in compliance with the Statute of the Fund.

## **Chapter II – Project Preparation**

### **Article 3**

Topics of the Visegrad+ projects are discussed and proposed by the National V4 Coordinators.

### **Article 4**

The applicants prepare project applications according to the conditions specified in the call for proposals posted on the website of the Fund and by the given deadline.

### **Article 5**

Application for a Visegrad+ project is eligible if it entails a cooperation of at least two entities from the Visegrad Group (V4) countries. Non-V4 applicants are eligible provided that they have at least two co-organizing partners from the Visegrad Group countries. V4 applicants are eligible, if they have at least one co-organizing partner from the Visegrad Group countries.

## **Chapter III – Project Reviewing**

### **Article 6**

The Secretariat shall record all applications in the order received. Every applicant will be sent a written (by letter or e-mail) confirmation of the reception of the application.

### **Article 7**

The Executive Director reviews all eligible applications, makes relevant recommendations and presents them to the National V4 Coordinators. The recommended projects shall be subsequently submitted for approval to the Conference of Ministers of Foreign Affairs. Once approved, the Executive Director is authorized to sign a contract with the applicant.

## **Chapter IV – Project Financing**

### **Article 8**

Projects envisaged to last longer than one year are financed in phases. The first installment is sent after the contract between the applicant and the Fund is concluded, the following installments are sent after the Fund approves the mid-term and the final reports.

## **Chapter V – Project Implementation**

### **Article 9**

The chosen applicant has the obligation to implement the project in compliance with the time limit and financial conditions agreed upon in the contract. Unless stipulated otherwise in the contract, the project will be financed by the Fund in up to 100% of the total project costs. All details of the project implementation shall be specified in the contract.

### **Article 10**

The time frame for the projects is up to 3 years.

### **Article 11**

The Executive Director of the Fund is responsible for the project management and monitoring.

### **Article 12**

Should any problems occur during the project implementation process, the selected applicant is obliged to immediately contact the Fund's Executive Director. The Executive Director has the right to interrupt the project implementation until an appropriate decision is taken.