

Decision Making and Management Support Capability

CALL FOR PROPOSALS

Reference information:

- EEA PT02 PA objective – Good Environmental Status (GES) in European marine and coastal waters
- EEA PT02 PA expected outcome #1 - More integrated management of marine water resources
- Output 1A – A Marine Environment Management System (SGAM) at National level, including action plans to achieve or sustain Good Environmental Status.
- Call nr 1 – Management and Decision Making Support System
- Description – Support the Marine Director with functional tools required for its level of responsibility; Promotion of interagency and NGOs cooperation.

1. AREA OF INTERVENTION:

The Directive 2008/56/EC of the European Parliament and of the Council, of June 17, Marine Strategy Framework Directive (MSFD), establishes the framework for European action in the field of marine environmental policy. This Directive establishes a framework within which Member States shall take the necessary measures to achieve or maintain good environmental status in the marine environment by the year 2020 at the latest. By Decree-Law No 108/2010, of 13 October, amended by Decree-Law No 201/2012, of 27 August, Portugal transposed the MSFD, establishing the development of marine strategies applicable to the Portuguese national marine waters that are part of the North-east Atlantic Ocean and sub-regions of the Iberian Coast and the Macaronesian biogeographic region.

In accordance with the MSFD requirements and the specific needs of national marine waters, was determined by national legislation, the development of four marine strategies for the following subdivisions: 1) Continental subdivision; 2) Azores subdivision; 3) Madeira subdivision; 4) Extended Continental Shelf subdivision.

The first step of the marine strategies preparation phase includes the initial assessment of the current environmental status of national marine waters and the pressures and impact of human activities in these waters, the definition of characteristics, parameters and corresponding reference values to good environmental status of national marine waters and the establishment of a set of environmental targets and associated indicators in order to guide progress towards achieving good environmental status of the marine environment. Includes also an economic and social analysis of the use of these waters and the cost of degradation of the marine environment.

The second step of the preparation phase, concerns the establishment and implementation of a monitoring program for ongoing assessment and regular updating of the environmental targets established.

The preparation phase is followed by the phase of the programmes of measures, which states that by 2016 to start the implementation of the measures considered in Member-State program.

The national authorities in accordance with their respective responsibilities, shall ensure the update of marine strategies, and to review each cycle of six years the initial assessment, the definition of good environmental status, the environmental targets, and programmes of measures and monitoring.

In Portugal the Marine Director role is committed to the Director of Direção-Geral de Recursos Naturais, Segurança e Serviços Marítimos/DGRM (Directorate General of Natural Resource and Maritime Security and Services), the national entity responsible for coordinating the implementation of the MSFD. The coordination of the implementation of the MSFD in the Autonomous Regions is the responsibility of the respective Regions. According to the Decree-Law No. 201/2012, of 27 August have assigned roles in the implementation of the MSFD the following entities: Direção-Geral de Política do Mar/ DGPM (Directorate General of Maritime Policy); Estrutura de Missão para a Extensão da Plataforma Continental/EMEPC (Task Group for the Extension of the Continental Shelf); Instituto Hidrográfico/IH (Hydrographic Institute); Direção-Geral da Autoridade Marítima/DGAM (Directorate General of Maritime Authority); Instituto Português do Mar e da Atmosfera/IPMA (Portuguese Institute of the Sea and Atmosphere); Agência Portuguesa do Ambiente/ APA,IP (Portuguese Environment Agency); Instituto da Conservação da Natureza e das Florestas/ICNF (Nature Conservation and Forestry Institute).

The marine strategies for Portuguese marine waters, for the 4 subdivisions, developed in the first implementation cycle included a chapter on the coordination, management and financing that is critical to this Call establishing the macro organization and the main stakeholders. The management model proposed in these marine strategies (Figure 1) will ensure a permanent evaluation and monitoring of the projects related to the implementation of the programmes of measures and monitoring. This management model will provide information to redirect the efforts considering circumstances not planned originally, and incorporate new knowledge, experiences and perspectives acquired in the meantime.

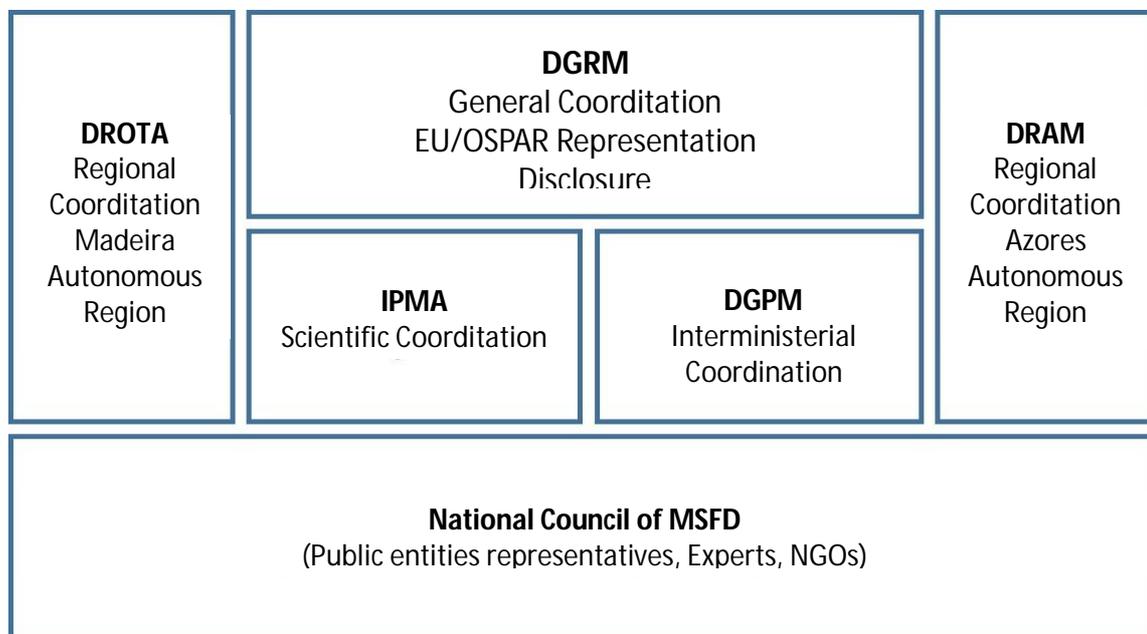


Figure 1 – Programmes of measures and monitoring management model¹

The intervention area of this call focuses on the development of the following capabilities to support the action of the Marine Director:

- Implement a Management and Decision Making Support System for the implementation of MSFD in Portugal, supporting communication, coordination and processes of the entities involved in the management model of the programmes of measures and monitoring regarding the implementation of projects covered in these programs, considering their technical or financial achievement.

This system should allow check the time evolution of a broad set of indicators for monitoring the environmental status of the marine environment in the 4 subdivisions of the Portuguese marine waters and compare it with the good environmental status and goals. Also important is mapping the potential environmental pressures and impacts of anthropogenic origin and of the spatial measures adopted.

In addition to the relevant indicators established for the characterization of environmental status and for the existing pressures and impacts, the system should enable the monitoring

¹ MAM, SRMCT, SRA (2014). Estratégias Marinhas para as Águas Marinhas Portuguesas. Diretiva-Quadro Estratégia Marinha. Programa de Monitorização e Programa de Medidas. Ministério da Agricultura e do Mar, Secretaria Regional do Mar, Ciência e Tecnologia, Secretaria Regional do Ambiente e dos Recursos Naturais. Novembro de 2014.

http://www.dgrm.mam.gov.pt/xportal/xmain?xpid=dgrm&actualmenu=1470807&selectedmenu=1641550&xpgid=genericPageV2&conteudoDetalhe_v2=1641651

of a set of socio-economic indicators to verify developments in the use of marine waters, the analysis of socioeconomic impacts of the measures and an analysis the cost of degradation of the marine environment.

2. OBJECTIVES AND OUTCOMES FOR THE PROJECTS:

The Management and Decision Making Support System (Marine Environment Management System - SGAM) to be undertaken under this Call should allow (outputs to consider):

- Visualization of a set of metrics over time, considering the historical, on the environmental status of the marine environment and pressures and impacts and comparison with objective metrics (good environmental status and intermediate environmental targets). Comparison with national and regional metrics if applicable;
- Visualization of a set of metrics over time, considering the historical, for economic analysis on the marine waters uses and activities and comparison of metrics with the Atlantic basin;
- Visualization of the evolution, over time, considering the historical, of the cost of the degradation of the marine environment;
- Visualization of the timing of the measures and monitoring actions and their state of implementation, viewing the respective financial control: prediction of investment and operation and maintenance costs, real investment monitoring and operation and maintenance costs, distribution between different actual and potential funding sources;
- Preparation of pre-defined reports and functionality facility for developing customized reports and export data to various formats (eg Excel);
- A spatial view of human activities in national marine waters;
- A spatial view of the spatial protection measures with features for verification of the ecological and economic values if available;
- Views built by users combining spatial protection measures and humans activities in marine waters;
- Possibility to export georeferenced views to open formats for further use in GIS tools;
- Possibility of analysis 'what - if' involving economic indicators, social and environmental (scenarios);
- Provide an interaction platform with the National Council of MSFD (web site).

The Management and Decision Making Support System should allow individualize each of the subdivisions of the national marine waters. Access to parts of the system by the entities involved must be assessed case by case, with the Marine Director that will have access to all information.

In terms of input data the SGAM should take as a reference the following documents, available from the web site of DGRM, without prejudice of further information to be provided in direct contacts with the Marine Director:

- Continental Initial Report;

- Azores Initial Report;
- Madeira Initial Report;
- Extended Continental Shelf Initial Report;
- Programmes of measures and monitoring.

The various MSFD monitoring actions, should be a consistent, persistent and efficient operational network, so data of the monitoring should follow the data policy of the National Marine Water Information Service (SNIMar) and the communication of data storage systems be made through the NIPIM@r - Surveillance and Integrated Maritime Monitoring.

For the purpose of this Call is determined that the sharing of data between the entities that are part of the management model of the programmes of measures and monitoring, and to share these with other entities for the purpose of proper monitoring of the state of the marine environment, the environmental impacts, socio-economic indicators and the marine environment costs of degradation will have to be made through the NIPIM@R, unless the entity responsible for NIPIM@R consider another solution as the most appropriate, and in line with the standards applicable to ICT in Public Administration.

The SGAM, while collaborative platform, should articulate, with greater emphasis, the entities involved in the Programmes of measures and monitoring management model (Figure 1) and in addition all the entities with responsibility for the implementation of the MSFD (Decree-Law No 108/2010, of 13 October, amended by Decree-Law No 201/2012, of 27 August) and other entities with relevant data to be processed and displayed on the Management and Decision Making Support System, as expressed in the reference documents mentioned above.

The system developed should be modular, extensible, secure and reliable, supported by open standards and architectures allowing its upgrade in several areas, including and not limited to: inclusion of other indicators; inclusion of algorithms for calculation of complex indicators or indexes; physical or socio-economic predictive models; interconnection with other national or international organizations; definition of other reports type; etc.

The descriptive document to be presented shall include in tabular form, as appendix, the explicit statement of compliance with the various aforementioned general requirements. The project should indicate on their products all the material and documentation necessary for the maintenance, operation and administration of the system by the Marine Director. The Marine Director will held the system property rights and the system may include COTS components.

The descriptive document should considerer a detailed framework on the maintenance and operating costs in order to facilitate the assessment of the sustainability of the proposed solution. The system should be developed according to the best engineering practices and project management, and be demonstrated the methodology to be used in both cases, so as to assess the approach considered.

The project should considerer in the activities, periodic meetings with the Portuguese Marine Director, and relevant technical team. Should also include regular meetings with the entities that belong to the Programmes of measures and monitoring management model, always with the presence of representative of the Marine Director, and meetings with the

Autonomous Regions (mostly by video conferencing). Meetings can be held with other entities with responsibilities in implementing the MSFD in Portugal, but these should preferably be accompanied by representatives of the Marine Director.

The project must address a phase of analysis and design of their specific requirements.

The project selected shall consider the following indicator and target:

1) A Marine Environmental Management System (MEMS) at National level, including action plans to achieve or sustain Good Environmental Status (GES) is developed

Indicator#1 - Number of marine subdivision covered by MEMS, including dedicated action plans developed

Target: 4 marine subdivisions in MEMS

3. TYPE OF PROJECTS:

This Call is intended to select **only one Project** that will meet the objectives and results presented in Section 2 of this Call.

The project may include hardware and software to support the Marine Director, to be implemented by DGRM in order to enable the implementation of the Marine Environment Management System proposed if necessary. Will not be considered eligible any expenditure related to hardware or software installation in another entity than the DGRM.

May be considered the cost of hardware, software, development of computer applications, personal, travel and other cost highlighted as essential for the development of the project, according to the Implementation Regulation of the EEA Grants 2009- 2014, as indicated in Section 10.

The applications shall contain a publicity plan in line with Annex 4 to the EEA Grants 2009-2014 Regulation.

Projects must be completed no later than April 30, 2016, the last date of eligibility for projects (see Chapter 9).

4. AVAILABLE FUND:

The total amount available to the present Call is € 340.118,00.

5. MAXIMUM AND MINIMUM GRANT AMOUNTS FOR EACH PROJECT:

Min: € 170.000,00

Max: € 340.118,00

6. GRANT RATES EEA GRANTS:

The funding rate will not exceed 85% of total eligible project costs.

The remaining costs shall be provided or obtained by the Project promoter. The project promoter must demonstrate their co-financing ability through a document evidencing the financing capacity.

The project grant rate shall be set at a level that complies with the State Aid rules in force and takes into account any and all other forms of public support granted to projects and/or the Project Promoter or partner, where relevant.

7. DEADLINE FOR SUBMISSION OF APPLICATIONS:

The call is open from 2015/03/18 and remains open **until to 23:59:59 TMG 2015/05/18**.

8. ELIGIBILITY OF APPLICANTS AND PARTNERS:

Any entity, public or private, commercial or non-commercial and non-governmental organisations, established as a legal person in the respective Beneficiary State as well as inter-governmental organisations operating in the Beneficiary State are considered eligible applicants of projects.

Any public or private entity, commercial or non-commercial, as well as non-governmental organisations, all of whose primary locations are either in the Donor States, Beneficiary States or a country outside the European Economic Area that has a common border with the respective Beneficiary State, or any inter-governmental organisation, actively involved in, and effectively contributing to, the implementation of a project, are considered eligible partners.

9. PERIOD OF ELIGIBILITY OF EXPENDITURES:

From the date the Programme Operator signs the granting decision **until April 30, 2016**.

10. ELIGIBILITY OF EXPENDITURES:

Expenses that comply with Articles 7.2 to 7.5 of the Regulation of the EEA Grants 2009-2014 Regulation are considered eligible. (<http://eeagrants.org/Results-data/Results-overview/Documents/Legal-documents/Regulations-with-annexes/EEA-Grants-2009-2014>)

For calculation of **overheads/indirect cost**, please see the - Guidelines - Methodology on the calculation for the flat rate to be applied to indirect eligible costs (overheads)

http://www.dgpm.mam.gov.pt/Pages/eea_grants_documentos.aspx

11. SUBMISSION OF APPLICATIONS:

Applications must be submitted, in Portuguese or English, to the Programme Operator by the deadline stipulated in paragraph 7., in digital format, by email, to the following address: eeagrants@dgpm.mam.gov.pt, using the standard application form and having attached all documents that constitute the application folder (i.e. list of documents to be submitted by the beneficiary and demandable on application).

In addition, all original documentation, in paper form, must be conveyed to the address identified in paragraph 16. of this Call, with the application form duly signed and stamped.

In case there is a difference between the digital version and paper copy, the digital version shall prevail.

The application form and the list of all documents to be submitted are available in www.dgpm.mam.gov.pt ("EEA Grants" sub-menu)

It is suggested that before submitting your application to read the information on the EEA Grants Fund 2009-2014, available through the "EEA Grants" sub-menu on the DGPM website, namely, the following documents:

- Regulation of the EEA Grants 2009-2014

<http://eeagrants.org/Results-data/Results-overview/Documents/Legal-documents/Regulations-with-annexes/EEA-Grants-2009-2014>

- Project Promoter´s Procedures Manual

http://www.dgpm.mam.gov.pt/Pages/eea_grants_documentos.aspx

- Guidelines - Description of the Selection Procedures

http://www.dgpm.mam.gov.pt/Pages/eea_grants_documentos.aspx

- Guidelines - Methodology on the calculation for the flat rate to be applied to indirect eligible costs (overheads)

http://www.dgpm.mam.gov.pt/Pages/eea_grants_documentos.aspx

12. SELECTION AND DECISION PROCEDURES:

Only the applications meeting the conditions in accordance with national and Community legislation, the Rules of the EEA Grants 2009-2014, the Project Promoter's Procedures Manual and with this Call are acceptable in this procedure.

The project's selection and approval process is carried out in two sequencing phases, as follows:

1st phase – Administrative Checks

- **Correct preparation of the application process** - verification whether the application, in particular the Application Form, has been correctly completed and whether all required and mandatory annexes have been attached thereto.
- **Administrative and eligibility compliance** – verification of compliance with administrative and eligibility criteria.

2nd phase - Selection - The final score will be assigned to the project by applying the selection criteria approved by the Programme Operator and published in this Call for Proposal.

All sequencing phases are qualifiers.

During these phases there will be a communication with applicants and appeal's processes whenever the applications don't comply with the necessary and mandatory framework requirements.

Each application will be scored on a scale of 0 to 5 points, according to the selection criteria set out in paragraph 13. of this Call for proposal.

The selection criteria allow assessing the applicant's ability to complete the proposed action, namely the:

- **Operational capacity** of the applicant and partners: professional and/or institutional competencies, qualifications and requirements needed to implement the project;
- **Financial capacity**, ensuring this way stable and sufficient financial flows to maintain its activity throughout the period during which the proposal is being carried out and to participate in its funding;
- **Technical Capacity**, the project quality and its contribution to the objectives, as well as the programme outcomes and respective outputs.

Two independent and impartial experts shall (separately) score the project in accordance with the selection criteria provided in paragraph 13. of this Call for proposal. For the purposes of ranking the projects, the average scores awarded by the experts shall be used.

In case the difference between the scores given by the two experts is higher than 30% of the highest score, a third expert shall be commissioned by the Programme Operator to score the project independently. In such cases the average score of the two closest scores shall be used to rank the projects.

The Programme Operator provides the Selection Committee with the list of ranked projects.

The Selection Committee shall review the ranked list of projects and, and may modify the ranking in justified cases. The justification for the modifications shall be detailed in the minutes of the meeting of the Selection Committee. In case a project is rejected as a result of such amendment, the affected applicant shall be informed in writing regarding the justification for the amendment. The Selection Committee shall submit the list of recommended projects to the Programme Operator.

The Programme Operator shall establish whether the election process has been conducted in accordance with the EEA Regulation and if the Selection Committee's recommendations comply with the rules and objectives of the programme. Following such verification the Programme Operator (Decision Body), based on the recommendation of the Selection Committee, shall make a decision regarding which projects shall be supported. In case the Decision Body modifies the decision of the Selection Committee, it shall inform the Selection Committee and provide it with a justification.

Project selection shall be done by **open competition**, ie, applications that meet the required minimums are ranked in descending order according to the scores from the assessment of selection criteria provided in paragraph 13. of this Call for proposal. The applications with the highest scores within the financial allocation for each call will be awarded grants.

Applications that have sufficient quality, but are not awarded granting because of the limitations in funding set by each call, should be put on a ranked reserve list.

In case funds are uncommitted, a second call may be launched and shall make available any remaining funds for re-granting.

Applications scoring **lower than 2,5 points** will not be selected for awarded granting.

Further details are provided in paragraph 13. of this Call for proposal.

13. SELECTION CRITERIA:

a. Selection Criteria

In the selection of applications relating to the types of projects provided for in paragraph 2 of this call will be applied taking into account the assessment criteria and weightings, as the following table:

Selection Criteria	Weighting (W)	Indicative aspects	Criteria Classification (CC) (points)*	Global Score
1. Contribution to achieving the Programme's objectives and expected outcome(s) and outputs	30%	Demonstration of the contribution for the overall objectives, outcomes and outputs of the Programme: a) Achieving and sustaining the Good Environmental Status (GES) in the European marine and coastal waters? (25%) b) Strengthen bilateral relations with the Donor States (25%) c) Demonstration of the contribution of the project to the Programme's expected outcomes and outputs? (50%)	25% * CC1a 25%*CC1b 50%*CC1c	
2. Technical coherence and understanding	30%	a) Identification and understanding of the specific needs the proposal is intended to solve? (20%) b) Demonstration of solid knowledge and experience relevant for the development of the project accordingly with the objectives which aims to achieve? (20%) c) Qualification of the team members in the subject matter of the present call for proposals and of the proposed project, as demonstrated by relevant academic qualifications and sufficient (for senior members this would mean several years) relevant professional experience? (20%) d) Identification of distinct, relevant and realistic deliverables? (20%) e) Feasibility, clarity, logic and coherence of the proposal? (20%)	20%*CC2a 20%*CC2b 20%*CC2c 20%*CC2d 20%*CC2e	
3. Approach and added value	20%	a) Measures proposed to involve stakeholders, ensuring visibility of the project? (35%) b) Complementarity with the projects identified in the National Ocean Strategy 2013-2020 Action Plan - Mar-Portugal Plan – Programmatic Area/Ocean - Action Programme "Marine	35%*CC3a 35%*CC3b	

		Strategy Framework Directive”; Programmatic Area/Governance – Action Programmes “Administration”, “Education, science and technology” and “Identity and Culture”?(35%)		
		c) Relevance of expected results and potential impact in terms of stimulation of best-practice, innovation and demonstration? (30%)	30%*CC3c	
4. Financial coherence and availability	20%	a) Feasibility of proposed project in terms of coherence of resources and timetables? (30%)	30%*CC4a	
		b) Demonstration that the project is implemented with the aim of achieving economic efficiency? (35%)	35%*CC4b	
		c) Budget: consistency of the expenditures with the foreseen activities? (35%)	35%*CC4c	

*Score CC	Meaning
0	no contribution
1	very poor
2	poor
3	adequate
4	good
5	very good

b. Classification of each selection criteria

Accepted applications will be classified according to each criteria on a scale of 0 to 5 points.

c. Final Classification

The Final Classification (FC) of each application is based on the scale of 0 to 5 points for rating criteria aggregation, using the following formula:

$$FR = W_1 * (25% * CC_{1a} + 25% * CC_{1b} + 50% * CC_{1c}) + W_2 * (20% * CC_{2a} + 20% * CC_{2b} + 20% * CC_{2c} + 20% * CC_{2d} + 20% * CC_{2e}) + W_3 * (35% * CC_{3a} + 35% * CC_{3b} + 30% * CC_{3c}) + W_4 * (30% * CC_{4a} + 35% * CC_{4b} + 35% * CC_{4c})$$

Where:

- W₁... W₄ = Weighting Criteria

- CC_{1a}... CC_{4c} = Criteria Classification

(The classification will be established to 2 decimal places without rounding)

The application to be submitted under this call may be subject of an approval only if its final classification is **higher or equal than 2,5 points**, resulting from the application of the selection criteria and methodology presented.

The application who obtains a final score **lower than 2,5 points** will be excluded for the purpose of granting financial support.

Funding of applications also depends on the total available amount previously established in the paragraph 4. of this call.

Applications that meet a final score **higher or equal than 2,5 points** are ranked in descending order according to the scores from the assessment of selection criteria within the financial allocation available.

14. NOTICE OF DECISION TO BENEFICIARY:

The communication on the final decision of the applications will be made to the beneficiary within 45 working days after the deadline for submission of applications specified in paragraph 7. of this Call.

The Programme Operator shall notify applicants regarding the results of the selection process within 10 working days and publicize the results on websites where the advertisement was released.

15. PAYMENT FLOWS:

Following the granting of financial support, and after signing the Project Contract by both parties, the Programme Operator may make payments to beneficiaries in the following ways:

- **Advance payment:** Each promoter of the project, after the signing of the project contract, may receive an advance payment to cover the period until the next interim payment that in normal circumstances should not exceed 10% of the total grant amount, depending on the liquidity needs. Exceptionally, and in duly justified cases, this percentage can be increased up to 25%. The project promoter must provide an indicative estimate of expenditure to be carried out to prove the amount of the Fund requested. An advance payment is disbursed within 20 working days after the project contract has been signed.
- **Interim Payment:** Promoters shall present interim payments quarterly. The interim payment is made by the expenditures proposed for the current reporting period, and

the difference between the proposed expenditures and the amount of expenses actually incurred in the previous period. The deadlines for the submission and review of quarterly reports will be defined in the financing agreement for the project.

- **Final Payment:** The sum of the advance and interim payments cannot exceed 90% of the total project grant at any time during project. The payment of the final balance will be disbursed within 30 calendar days after the approval of the final report.

16. CONTACTS:

E-mail contact for information and submission of application:

eeagrants@dgpm.mam.gov.pt

Address:

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