



Government of Tyrol
External Relations

International Cooperation

International Humanitarian Aid

Developmental Information, Education and Awareness Raising

Funding Guideline issued by the Government of Tyrol

1. Goal

Only a small share of the global population is fortunate enough to live in an ecologically, socially and economically stable country. Austria ranks among the 20 richest nations in the world and Tyrol is one of the most prosperous regions in Europe. Even though open and hidden poverty can still be found in Tyrol, the public authorities of Tyrol strive to demonstrate solidarity with people and countries in the global South* and share the region's prosperity.

Since the 1960s, Tyrol has been increasingly committed to showing solidarity in the areas of international cooperation, international humanitarian aid and developmental information, education and awareness raising. The public authorities of Tyrol are known as a reliable supporter and relevant funding partner far beyond the regional borders. Every year, the regional budget includes several financial items that provide considerable resources for this purpose.

In doing so, all activities are based on the global goals for ecologically, economically and socially sustainable development (Sustainable Development Goals of the United Nations/Agenda 2030), the Paris Declaration on Aid Effectiveness as well as fundamental policies on international cooperation for the European Union and the Republic of Austria.

Subsidy funding provided by the Government of Tyrol aims to make a visible contribution to developing the international community. This includes, on the one hand, better life circumstances and fairer opportunities for people in the global South by bringing about social, ecological, societal and, especially, feminist change. On the other hand, it means empowering local populations and providing fast humanitarian aid in emergency or disaster situations. Furthermore, informing and educating the Tyrolean public should raise awareness about people in disadvantaged countries across the world and lead to a mutual learning process.

The public authorities of Tyrol have years of experience and expertise in implementing activities of this kind. Together with partner initiatives and organisations from civil society, educational institutions and dedicated entrepreneurs as well as the European Grouping of Territorial Cooperation Euroregion Tyrol/South Tyrol/Trentino, the Tyrolean authorities support innovative, future-oriented projects in the countries of the global South.

2. Fundamental Principles

International cooperation of the Tyrolean authorities is based on the principles of non-discrimination, humanity, neutrality, impartiality, independence and transparency. Subsidised projects must meet the standards of effectiveness, sustainability, gender equality, inclusion and mutual accountability of all parties involved in the cooperation.

*The term 'global South' is not used in a geographical sense. In this specific context, a country of the global South refers to a socially, politically and economically disadvantaged nation. The Development Assistance Committee (DAC) of the Organisation for Economic Development and Co-operation (OECD) periodically defines which countries are eligible recipient countries for resources from international cooperation. The DAC list of recipient countries is updated on a regular basis and can be found on the website of the OECD.

All projects and their implementation are based on the principles of partnership, equality and respect. The people in the global South are actively involved in developing and implementing projects, as they know their problems and challenges as well as potential solutions best of all. In accordance with this approach, the leading role and ownership of projects lie with the partners in the global South, which will strengthen the building and alignment of their capacities and institutions in the process.

The Government of Tyrol provides different funding instruments to give professional support to smaller projects as well as those that are financially more comprehensive. The Tyrolean authorities serve as an active funding partner by setting a certain focus – in calls for proposals as well as through direct projects conducted in the global South. Only international cooperation projects conducted in developing countries found in the DAC list of the OECD are eligible for funding.

International cooperation funded by the Tyrolean authorities is a learning system. Project evaluations take place as a standard measure. Moreover, all funding instruments are reviewed on a regular basis, which will lead to the Funding Guideline being further developed and adjusted. For this purpose, exchange and networking events as well as professionalisation trainings are organised for Applicants. Other cornerstones of Tyrolean international cooperation include raising awareness for global development and international relations as well as promoting an exchange between the global South and the global North or a South-South exchange.

3. Funding Instruments

3.1 Matching of donations for international cooperation projects

Group initiatives, e.g., in educational institutions, clubs or religious communities, as well individual initiatives, such as birthday fundraisers or charity events, that support international cooperation projects in the global South are eligible for the amount collected to be matched (doubled). The donations must amount to at least 1,000 euros and the maximum amount of subsidy funding is 4,000 euros.

Only one subsidy can be granted per Applicant, project partner and year. Funding applications can be submitted at any time.

3.2 Funding for Tyrolean international cooperation projects without a specific focus

The general strategic principles for international cooperation apply for projects of this type. However, the Government of Tyrol does not define any thematic or regional requirements or focus areas. The funding amount is between 10,000 and 20,000 euros per project with a maximum duration of two years.

Funding applications can be submitted by 30 April and 31 October of any given year. Late submissions will not be considered.

3.3 Funding for Tyrolean international cooperation projects with a specific focus

Once a year, on 1 June, a call for proposals is announced on the website of the Government of Tyrol that specifies a thematic and/or regional focus. This aims to promote areas where Tyrol has in-depth regional expertise, e.g., renewable energies, conservation of nature, tourism in mountain areas, mountain and organic farming and agriculture, water and wastewater management, natural disaster management, dual education and inclusion. The selected focus

will be linked to developmental information, education and awareness-raising projects and the topic of the Tyrolean Development Day. The funding amount is between 20,000 and 100,000 euros per project with a minimum duration of one year and a maximum duration of three years.

The standards required for application, reporting, billing, compliance and communication are higher for this funding instrument.

Funding applications can be submitted by 1 September following the call for proposals. Late submissions will not be considered.

3.4 International humanitarian aid

International humanitarian aid consists of immediate measures to alleviate intense suffering caused by an unforeseen event (e.g., a natural disaster, political instability, war, pandemics). In these cases, the public authorities of Tyrol grant fast support, after launching a short-term call for proposals, through renowned international organisations or regional experts for civil protection and disaster management, using the resources provided by the Tyrolean Government/Parliament for this specific purpose. If required, international humanitarian aid can also be provided in countries outside of the DAC list.

3.5 Developmental information, education and awareness raising

The public authorities of Tyrol inform the population via social media and traditional media about activities carried out in the area of international cooperation and their effectiveness.

They organise events, such as the Tyrolean Development Day, for experts, stakeholders and the general public interested in international cooperation and offer training and seminars to educate and connect Applicants and stakeholders.

The Government of Tyrol provides funding for civil-society projects that centre on developmental information, education and awareness raising as well as initiatives that promote a North-South or a South-South exchange.

Funding applications can be submitted by 30 April and 31 October of any given year.

4. Applicants

Applicants must be legal entities and the project measures must be part of their statutory goals and actual business activities. Applications for funding instrument 3.1 can also be submitted by natural persons.

Applicants are obliged to adhere to the Code of Conduct on Compliance in International Cooperation issued by the Government of Tyrol.

5. Project Partners

The cooperation with an officially registered local organisation as a project partner in the target country is a mandatory requirement for subsidy funding for international cooperation projects. Local project partners are responsible for duly implementing the project in their region. No requirements apply to projects on international humanitarian aid and developmental information, education and awareness raising.

6. Funding Applications and Requirements

Subsidy funding can only be granted for written applications using the provided sheets and documents. All applications must be submitted in digital form to the Government of Tyrol from the Applicant's official email address.

Subsidy funding can be granted if Applicants

- a. and/or project partners have a connection to Tyrol and proof thereof;
- b. provide a minimum of 10% of the costs subject to subsidy funding from their own resources;
- c. allow the Tyrolean authorities to monitor the project by reviewing all relevant receipts, proofs of payment and other documents, conduct on-site visits and obtain required information;
- d. provide comprehensive information on planned, pending or completed funding applications for the same project with other legal entities or offices;
- e. oblige project partners to obtain at least two alternative quotes for comparison for expenses exceeding 2,000 euros;
- f. agree to present to the Tyrolean authorities a final report on the project implementation within three months after the project has been completed as well as additional annual progress reports for funding instrument 3.3;
- g. agree to present to the Tyrolean authorities a proof of use of subsidy funding in a final billing document including digitalised receipts and proof of payment or an officially certified audit report within three months after the project has been completed.

Only costs that correspond to the principles of cost-efficiency, usefulness as well as ecological, economic and social sustainability and have a direct connection to the project implementation will be accepted.

Considering these principles, the following costs will be accepted:

- a. overhead costs if they do not represent the majority of project costs;
- b. investment costs (e.g., for construction works, equipment, machinery) if they do not represent the majority of project costs;
- c. activity/input costs (e.g., expenses for goods and material, training);
- d. costs for staff that are directly responsible for local project implementation, corresponding education and training costs as well as costs for external experts from the target country and audit costs.

The following costs will not be accepted:

- a. costs for project support by the Applicant (e.g., for project trips, wages, remuneration);
- b. costs for purchasing high-tech facilities for which no periodic maintenance can be guaranteed;

- c. costs for initiatives that neither directly nor indirectly benefit a community, only individual persons;
- d. costs for religious or church-related facilities and activities that only target religious or pastoral purposes;
- e. costs for transporting old clothes, furniture or food as well as new or used machines from Tyrol to the target country if these goods of equal quality can be acquired on-site at comparable costs;
- f. costs that are considered inappropriate or not required for the project outcome;
- g. costs that are not clearly defined (e.g., general expenses, unplanned expenses, change in exchange rate, banking fees);
- h. costs for initiatives that serve fundraising purposes for the organisation;
- i. costs for PR work in Tyrol.

7. Funding Approval and Processing

All activities relating to the processing of funding applications are based on the principles of transparency, comprehensiveness and professionalism. Every funding instrument has pre-defined standards for application, format, reporting and billing. Information sheets and the associated documents can be found on the website of the Government of Tyrol.

Decisions on funding applications for funding instrument 3.1 will be made after a maximum of six weeks following submission; decisions on applications for funding instruments 3.2, 3.3 and 3.4 will be made within six weeks following the submission deadline.

The decisions are made by an international cooperation committee consisting of three members of the office of the Tyrolean Government responsible for international cooperation and international humanitarian aid as well as developmental information, education and awareness raising based on public evaluation criteria and a scoring system. Decisions on funding applications for funding instrument 3.3 must be presented to the Government of Tyrol for approval (after consulting external experts, if required).

Funding approvals will be granted in writing and may contain additional requirements or conditions. Substantial changes to funded projects are subject to prior written approval from the Government of Tyrol.

Projects under funding instrument 3.3 should allow for in-depth evaluations.

The approval and payment of subsidy funding is based on available budgetary resources earmarked for this purpose by the Tyrolean authorities. There is no legal right to subsidy funding.

8. Reporting and Billing

Subsidy funding must be used in accordance with the designated purpose. This must be proven within three months after a project has been completed using the documents provided on the website of the Government of Tyrol. The following documents must be submitted in electronic form from the Applicant's official email address:

- a. narrative final report including images and proof of use of the logo of the Government of Tyrol;

- b. final billing including digitalised receipts and proof of payment or an officially certified audit report (mandatory for funding instruments 3.3 and 3.4). Original receipts and other original documents must be stored and appropriately marked (e.g., with a stamp) for potential on-site checks to prevent inadmissible reuse for other funding applications.

9. Refunding

Paid subsidy funding must be partially or fully refunded if

- a. funding was granted based on incorrect or incomplete details;
- b. a funded initiative is fully or partially incomplete;
- c. funding has not been used in accordance with the designated purpose;
- d. audits or checks were prevented or hampered;
- e. a condition or requirement for granting funding has not been fulfilled;
- f. reporting or billing documents have not been submitted in time or were incomplete.

Legal interest for default from the date of transfer of the granted funding also needs to be repaid. Furthermore, the Tyrolean authorities are entitled to claim compensation for financial damage in cases of severe disregard of agreements.

The same applies if the granted funding has not been paid to local project partners during the project for reasons that can be attributed to the Applicant (e.g., failure to act, delay, impossibility to implement the project).

10. Visibility

Applicants must comply with the rules on visibility for subsidy funding granted by the Government of Tyrol stipulated in the Visibility Guideline, which can be found on its website. Moreover, funding recipients must briefly present their projects on the website of the Tyrolean Government and cite it as a funding partner in all its communication activities.

11. Monitoring

Granted funding will be reviewed for its use in accordance with the designated purpose to make sure that the funded initiatives have been duly implemented and the required conditions have been fulfilled.

These checks for proper use of granted funding will be carried out by verifying original receipts and other original documents as well as random on-site controls, if this is possible, reasonable and proportional. The monitoring intensity of such random on-site checks is based on the potential risk for misuse of granted funding as well as the principle of proportionality. On-site checks can be performed by an individual or an organisation appointed by the Government of Tyrol and will not be carried out for funded projects where equivalent checks will be carried out by other institutions.

A report will be produced for every on-site check containing the following points: date and place of the inspection, funded item (short description of the funded project), amount of granted funding, details of what has been checked (e.g., funded project, receipts, other documents), deviations of the planned project from the funding approval, other complaints including the necessity for defects to be reviewed and corrected, other facts relevant for the funding scheme, duration of the check as well as the name and signature of the inspector.

12. Data Protection Provisions

In accordance with Art. 6(1) of the General Data Protection Regulation (GDPR), the Government of Tyrol is allowed to process personal data or data from the categories stated below to identify requirements for granting or revoking funding approval, to process funding applications, to ensure repayment of illegally received funding and to carry out checks to prevent double or overfunding: name, residence, phone and fax number, email address and bank details of the Applicant as well as all proof required for evaluating funding applications, for implementing a funded item and for monitoring purposes. Personal data is required for the purpose stated above; if these data are not provided, funding cannot be granted and/or granted funding may need to be repaid. All data will be stored for seven years following the last payment.

The processing of personal data is based on (pre)contractual agreements, the funding approval and the funding agreement (Art. 6(1)(b) GDPR). The Government of Tyrol (Amt der Tiroler Landesregierung) is responsible for processing the data. You can contact the Data Protection Officer at datenschutzbeauftragter@tirol.gv.at (more information on data protection can be found at <https://www.tirol.gv.at/buergerservice/datenschutz/>).

As for personal data, individuals whose data have been collected have the right to obtain information regarding these data as well as the right to rectification, deletion or restriction of processing. Furthermore, an appeal can be launched with the competent data protection authority.

13. Disclosure of Personal Data

In accordance with §3 of the Tyrolean Act on Subsidy Funding Transparency (Fördertransparenzgesetzes), Regional Law Gazette No. 149/2012, as currently amended, personal data for granted funding will be presented to the Tyrolean Parliament and will be published on the website of the Tyrolean Government for a duration of two years. In order to protect the legitimate interest of the Government of Tyrol and in particular to avoid double or overfunding, personal data processed in the context of funding applications and billing will be passed on to the Austrian Transparency Database (Transparenzdatenbank des Bundes) in accordance with Art. 6(1)(f) GDPR.

Moreover, the Government of Tyrol is required to collect data on international development funding for the OECD and pass these data on to the Austrian Ministry for European and International Affairs for statistical purposes.

Furthermore, in accordance with §3 of the Austrian Act on the Court of Auditors (Rechnungshofgesetz), Federal Law Gazette No. 144/1948, as currently amended,

and §5 of the Tyrolean Act on the Court of Auditors (Landesrechnungshofgesetz), No. 18/2003, as currently amended, the Austrian Court of Auditors and the Tyrolean Court of Auditors, as well as their subordinate offices, companies, other bodies and legal entities responsible for audits, have the right to obtain all information deemed necessary, ask for files and other documents to be submitted and obtain insight into these as part of the competent audits of the Courts of Auditors. The audit reports from the Austrian and/or Tyrolean Court of Auditors will be published following their presentation to Parliament.

Furthermore, the names of Applicants or their titles including the legal form, the funding item as well as the type and amount of subsidy funding can be used in reports on funding approvals and can thus be published in this form.

14. Disputes

The place of jurisdiction for disputes concerning the legal relationship arising from subsidy funding is Innsbruck, Austria.

15. Entry into Force

This Funding Guideline entered into force on 1 January 2022. As a result, all other funding guidelines for international cooperation will lose effect. Projects approved and funding applications submitted before the date of entry into force of this Funding Guideline will be processed in accordance with previously applicable guidelines.