

## **Annex 3: Rules and Procedures for the Technical Assistance Fund in the Framework of the Swiss-Maltese Cooperation Programme**

Annex 3 is an integral part of the Agreement between the Swiss Federal Council and the Republic of Malta concerning the implementation of the Swiss-Maltese Cooperation Programme. This Annex describes definition and purpose, eligibility of expenditure and contents of the Technical Assistance Fund Agreement.

### **1. Definition and purpose**

A Technical Assistance Fund will be established to contribute to a proportion of additional costs incurred by Malta for the efficient and effective implementation of the Swiss Contribution.

### **2. Eligible expenditure**

Costs incurred by the Maltese authorities for the management, implementation, monitoring and control of the Contribution are in general not eligible for financing. However, some costs incurred by the Maltese authorities for tasks performed additionally and exclusively for the implementation of the Contribution are eligible for financing, if they belong to one of the following categories:

- a) Training for potential Executing Agencies with the objective to prepare them for the Swiss-Maltese Cooperation Programme;
- b) Hiring of consultants for the review of project proposals and the preparation of financing requests;
- c) Hiring of consultants for the monitoring and for the review of Projects financed by the Contribution and of the Cooperation Programme;
- d) Audits and on the spot checks of operations related to the Contribution, where this relates to activities above and beyond the normal obligations of Malta;
- e) General Publicity measures related to the Contribution;
- f) Expenditure for the participation in meetings with Swiss authorities held outside of Malta;
- g) Expenditure for Annual Meetings;
- h) Translation costs of the NCU and Intermediate Bodies at the level of the management of the Swiss Contribution;
- i) Additional equipment, including software, specifically procured for the implementation of the Contribution.

### **3. Technical Assistance Fund Agreement**

The Technical Assistance Fund Agreement will be prepared and signed by the National Coordination Unit on the Maltese side and by SDC on the Swiss side. The content of the Technical Assistance Fund Agreement shall include inter alia:

- Objectives of the Technical Assistance Fund;
- Detailed listing of expenses eligible for financing;

- Organisational structure, roles and responsibilities;
- Procedures;
- Budget and financial planning;
- Audit procedures;
- Monitoring and steering;
- Reporting.