

### Action Plan for Technical Assistance - APTA 2025

ACTION	ACTIVITY	INDICATIVE DATE / NUMBER OF ACTIVITIES	ESTIMATED VALUE OF CONTRACT (in €)	TYPE OF PROCUREMENT PROCEDURE	INDICATIVE ALLOCATION OF EU FUNDS	
					% of total	in €
1. Monitoring of the IPARD Programme and IPARD Monitoring Committee;	<b>1.1 Organizing IPARD Monitoring Committee – 4 meetings</b> (meeting premises, meeting materials, including translation, stationary, catering services and participation of members and presenters, on-line connection with representatives of DG AGRI)	January, 2025	75.000	Simplified procedure	12.1%	63.750
	<b>1.2 Training of the IPARD Monitoring Committee members</b> (3 days accommodation, meeting room, working materials, office supplies, catering services and participation of members and presenters)	January, 2025	25.000	Simplified procedure	4.0%	21.250
2. Expenditure on information and publicity campaigns, including costs of printing and distribution	<b>2.1 IPARD Programme Publicity Campaign:</b> <b>Lot 1</b> - Procurement and branding of advertising materials - T-shirts, sweatshirts, windbreakers, notebooks, pens, USBs, umbrellas and other advertising items; Printing an illustrated publication with successful projects of the IPARD Programme;	January, 2025	130.000	Simplified procedure	21.0%	110.500
	<b>Lot 2</b> - Short promotional videos placed on branded CDs / USBs and advertised on national public media; Organization of meetings and info days, workshops and 3-day forums/seminars	January, 2025	150.000	Simplified procedure	24.3%	127.500
	<b>2.2 Web site maintenance</b>	November, 2025	2.500	Procedure under 2.500 €	0.4%	2.125
3. Cost of translation and interpretation	<b>3.1 Translation of programme documents</b>	June, 2025	5.000	Single tender	0.8%	4.250
4. Expenditure associated with visits and seminars	<b>4.1 Participation of national representatives on visit and seminars:</b> (accommodation, transportation, DSA <sup>1</sup> )	30	39.000	Simplified procedure	6.3%	33.150

<sup>1</sup> Maximum amount of flat rate cost is estimated at 1300 € (per person / per 3 days) based on the following calculation: accommodation (3 nights x 150 € = 450 €) + transportation (one round trip airplane ticket = 500 €) + DSA (4 days x 80 € = 320 €), equaling a total of 1.270 €

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	<b>4.2 Participation of national representatives on visit and seminars (upon request form the Commission):</b> (accommodation, transportation, DSA <sup>1</sup> )	20	26.000	Simplified procedure	4.2%	22.100
	<b>4.3 Activities of IPARD MA representatives related to annual meetings of the European Network for Rural Development</b>	January, 2025	2.500	Procedure under 2500 €	0.4%	2.125
5. Expenditure associated with "acquisition of skills" to prepare potential LAGs for the implementation of the measure "Implementation of local development strategies – Leader approach";	<b>5.1 Acquisition of skills for representatives of potential LAG initiatives for the implementation of LEADER approach measure</b> (expert services, accommodation, meeting premises, meeting materials including translation and catering services)	March, 2025	25.000	Simplified procedure	4.0%	21.250
	<b>5.2 Workshop for exchange of experience between potential and established LAG's</b> (accommodation, meeting premises, meeting materials and catering services)	February, 2025	2.500	Procedure under 2500 €	0.4%	2.125
6. Preparation of the Programme measures and measures implementation	<b>6.1 Update of AFSARD procedures related to the criteria under M6 "Rural Public Infrastructure" of the IPARD III Programme</b> (accommodation, meeting premises, meeting materials and catering services)	March, 2025	2.500	Procedure under 2500 €	0.4%	2.125
	<b>6.2 External compliance assessment related to entrustment of implementation tasks for new measure(s) of IPARD III Programme</b> (expert services)	November, 2025	25.000	Simplified procedure	4.0%	21.250
	<b>6.3 Stationary</b> Office supply	November, 2025	2.500	Procedure under 2500 €	0.4%	2.125

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7. Evaluations of the IPARD Programme	<b>7.1 Follow-up (workshop) for strengthening of capacities for evaluation and determination of expected results</b> (meeting premises, catering services and accommodation)	October, 2025	2.500	Procedure under 2500 €	0.4%	2.125
8. Establishment and operation of the National Rural Network						
9. Expenditure associated with the purchase of IT equipment, software and software licenses for the purpose of IPARD implementation						
10. Expenditure associated with the implementation of a sustainable human resources policy						
11. Streamlining of specific parts of the management and control system	<b>11.1 Workshop / Training in PRAG rules related to “Technical Assistance” Measure for IPARD MA and PA</b> (expert services, meeting room, meeting materials, catering services and accommodation)	January 2025	25.000	Simplified procedure	4.0%	21.250

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	<b>11.2 Workshop(s) / Training in PRAG rules related to “Rural Public Infrastructure” Measure for IPARD MA, PA and Municipalities’ representatives</b> (expert services, meeting room, meeting materials, catering services and accommodation)	February 2025	75.000	Simplified procedure	12.1%	63.750
12. Expenditure associated with capacity building of the national advisory services to perform tasks associated with implementation of IPARD	<b>12.1 Organization of 5 meetings with advisors from National advisory agency</b> (meeting room, catering services)	May, 2025	2.500	Procedure under 2.500 €	0.4%	2.125
13. Expenditure associated with the establishment and operation of pilot projects in setting-up cooperation in short value chains and value chains for quality products						
<b>TOTAL</b>			<b>617.500</b>			<b>524.875</b>