Programme title:
Green Investment Scheme (GIS)

Part 5) Energy management in buildings of selected public sector entities

1. Programme objective
Reducing or avoiding carbon dioxide emissions by co-financing projects that improve energy efficiency in buildings of selected public sector entities.

2. Indicators of achieving the objective
Planned values of indicators of achieving the objective, resulting from agreements for co-financing signed during the period 2013-2014, equals \( 74\,631 \) Mg/year. Whereas values of the indicator resulting from planned confirmation of achieving ecological/substantial effect during 2014-2016 are \( 77\,196 \) Mg/year.
Table with indicators of the priority programme constitutes Annex 4 to the programme.

3. Budget
Total planned commitments in non-returnable forms of co-financing within the Programme equal PLN \( 460\,694,4 \) thousand from the Climate Account funds and/or other NFEPWM funds.
Total disbursed amount of commitments and planned commitments in non-returnable forms of co-financing within the Programme equal PLN \( 500\,953,2 \) thousand from the Climate Account funds and/or other NFEPWM funds, of which:

1) Planned commitments in non-returnable forms of co-financing within Part A of the Programme equal PLN \( 31\,404,4 \) thousand from the Climate Account funds and/or other NFEPWM funds.
Disbursed amount of commitments and planned commitments in non-returnable forms of co-financing equal PLN \( 31\,404,4 \) thousand from the Climate Account funds and/or other NFEPWM funds.

2) Planned commitments in non-returnable forms of co-financing within Part B of the Programme equal PLN \( 429\,290 \) thousand from NFEPWM funds.
Disbursed amount and planned commitments in non-returnable forms of co-financing equal PLN \( 429\,290 \) thousand from NFEPWM funds.
Tables of the priority programme budget constitute Annex 1 to the programme.

4. Implementation period
1. The programme is implemented in 2010-2015.

PART A

5. Deadlines and method of submission of applications
The call for proposals takes place under competition procedure. Announcements will be placed at www.nfosigw.gov.pl.

6. **Legal basis for granting co-financing**

1. Act of 27 April 2001 – Environmental Protection Law (Dz.U. of 2008, No. 25, item 150, as amended)
2. Act of 17 July 2009 on the system to manage the emissions of greenhouse gases and other substances (Dz. U. of 2009 No. 130 item 1070 as amended).

7. **Detailed rules for the award of co-financing**

7.1 **Forms of co-financing**

Grant.

7.2 **Intensity of co-financing**

The maximum permissible limit of co-financing: up to 100% of eligible costs.

7.3 **Conditions of co-financing**

1) minimum total cost of the project over PLN 1 000 thousand. In case of group projects total cost of the whole project submitted for co-financing in the form of grant shall exceed PLN 2 000 thousand. Total cost may be reduced (below the level indicated in sentence 1 and 2) after an application for co-financing has been submitted, if it results from tender procedures applied;

2) co-financing may not cover projects that received co-financing under the Operational Programme Infrastructure and Environment Measure 9.3 or those that have been granted co-financing by NFEPWM funds under other programmes.

3) co-financing may be granted for a project that has not been completed (i.e. accepted by the commissioning report) before the day of submitting the application for co-financing.

4) the third sentence of Point 1 shall not apply to projects co-financed from the Climate Account unless the buyer who is a party to a AAU purchase agreement agrees upon it.

7.4 **Beneficiaries**

1) Polish Academy of Sciences and research institutes created by it;
2) national cultural institutions;
3) territorial self-government cultural institutions within the meaning of the Act on organising and conducting of cultural activities;
4) budget economy institutions;
5) National Fire Services Poviat and Municipal HQs.

7.5 **Types of projects**

1) Thermal modernisation, including changes in the equipment of buildings in devices of the highest, economically justified standards of energy efficiency related directly to the thermal modernisation of buildings, in particular:
   a) heat insulation of buildings,
   b) replacing windows,
   c) replacing external doors,
   d) conversion of heating systems (in addition to heat source replacement),
   e) replacing ventilation and air-conditioning systems,
f) drawing up technical documentation for the project,
g) using energy management systems in buildings,
h) use of renewable energy sources;

2) Replacing internal lighting with energy-efficient lighting (as additional tasks carried out at the same time as thermal modernisation of buildings).

7.6 Procedure for the award of co-financing (pursuant to the provisions of the Act referred to in Point 6.2 above)

1) The call for proposals will be carried out under a competitive procedure.
2) Having collected applications for the competition, the National Fund performs the assessment thereof and prepares a list of projects that were initially considered eligible for co-financing with the funds from the Climate Account;
3) A Climate Account co-financing agreement may be signed following approval of the project for co-financing by the minister competent for the environment;
4) Where the minister competent for the environment removes the project from the list of projects initially considered eligible for co-financing, the applicant has the right to appeal to the minister and then if the decision is sustained, the right to appeal to the administrative court.

8. Detailed criteria of the selection of projects

<table>
<thead>
<tr>
<th>I Access criteria</th>
<th>Yes</th>
<th>No</th>
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<tbody>
<tr>
<td>1. Formal criteria 1.1 – 1.8</td>
<td></td>
<td></td>
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<tr>
<td>1.1 Application has been submitted within the deadline</td>
<td>Yes</td>
<td></td>
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<tr>
<td>1.2 Applicant is included in the category “Beneficiaries” – section 7.4 of Part A of the priority programme</td>
<td>Yes</td>
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<tr>
<td>1.3 Type of undertaking is consistent with section 7.5 of Part A of the priority programme</td>
<td>Yes</td>
<td></td>
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<tr>
<td>1.4 Type and amount of planned co-financing are consistent with detailed provisions for granting co-financing defined in sections 7.1 – 7.3 of Part A of the priority programme</td>
<td>Yes</td>
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<tr>
<td>1.5 Application is complete, signed correctly, has required annexes for technical, environmental and financial assessment</td>
<td>Yes</td>
<td></td>
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<tr>
<td>1.6 Application is submitted on valid form and filled out in Polish</td>
<td>Yes</td>
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<tr>
<td>1.7 Application contains correct arithmetic calculations</td>
<td>Yes</td>
<td></td>
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<tr>
<td>1.8 Costs are consistent with the catalogue of “Eligible costs” indicated in section 9 of Part A of the priority programme</td>
<td>Yes</td>
<td></td>
</tr>
</tbody>
</table>

Does the application qualify for further assessment?

<table>
<thead>
<tr>
<th>2. Substantive criteria (2.1 – 2.10)</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1 New devices were used</td>
<td>Yes</td>
<td></td>
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<tr>
<td>2.2 Technical feasibility (including: correct selection of technology which guarantees material durability of the investment, realistic schedule of implementation)</td>
<td>Yes</td>
<td></td>
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</tbody>
</table>
2.3. Environmental effect (including: reliability of assumptions and data, achievable ecological effect that is also possible to maintain for 5 years after the project completion).

2.4. Market conditions (including: appropriate assessment of the potential of renewable energy source, possibility of acquiring raw materials and energy production) – if applicable

2.5. Cost analysis (correct estimates of investment layouts and operational costs with realistic assumptions)

2.6. Institutional structure and formal and legal aspects (including: transparent ownership structure and legal form, clear contract relations, having building permit(s) regarding first year of project implementation (if required) or submitted application for issuing building permit, schedule for obtaining other permits

2.7. Financial structure (including: reasonably anticipated financial engineering, feasibility and financial durability of the undertaking) acceptable by the NFEPWM

2.8. Technology - selected on the basis of the analysis of alternative solutions, justification given for the adopted solution

2.9. Compliance of the substantive scope with the conducted energy audit

2.10. Cost of saving 1GJ of primary energy (understood as the energy contained in the fuel burned in the heat source) is not more than 1200 PLN/GJ

Does the application qualify for co-financing?

II Criteria for selection of applications


Additional requirements for the beneficiaries regarding thermal modernisation of buildings are listed in Annex 2.

9. Eligible costs

1. The period from 1 January 2010 to 31 December 2015 during which the incurred costs may be considered as eligible.

2. The costs of preparing projects and documentation incurred before 1 January 2010 are also eligible for co-financing.

3. In the case of funds collected on the Climate Account, the catalogue of eligible costs and the period of eligibility will be defined in the call for proposals documents.

4. VAT does not represent eligible cost if the beneficiary may reclaim or deduct VAT. If the beneficiary cannot reclaim or deduct VAT, it constitutes an eligible cost.

9.1 Costs eligible for co-financing

1) preparatory activities (including technical concepts, feasibility study, environment impact report), provided that they have been demonstrated in the application for co-financing;

2) construction plans and detailed designs;

3) cost of purchase or production of new fixed assets, including:
a) structures and buildings (there should be a direct relationship between acquiring buildings and structures and the objectives of a project),
b) machinery and equipment,
c) tools, instruments and devices,
d) technical infrastructure related to the new investment, where construction of technical infrastructure devices is understood as interior installations in technological facilities, media connections to technological facilities, roads and processing areas etc.;

4) cost of installing and activating fixed assets;
5) costs of purchasing materials or construction works on the condition that they are directly related to objectives of the supported project;
6) purchase of intangible assets and legal assets in the form of: patents, licences, non-patented technical and technological knowledge or the knowledge of organisation and management;
7) costs of supervision.

Competitive business activities—activity that meets jointly the following criteria:

- it consists in the sale of goods or services,
- it is conducted in a market that is open to competition,
- co-financing for this activity affects trade exchange between the Member States of the European Union.

If in a given building competitive business activities are conducted and use up to 50% of the area of a given building, the expenditure related to the such area is reduced by the amount of eligible costs, proportionally to the percentage of the area on which competitive business activities is conducted.

If in a given building competitive business activities are conducted and use more than 50% of the area of a given building, such a building may not constitute the subject of an application for co-financing.

Where the same area is used both for the purpose of competitive business activities and for the purpose of other activities, when calculating the percentage of the area used for the purpose of competitive business activities, the time during which it serves this activity is taken into account.

9.2 Principles of incurring eligible costs by an entity authorised under the contract for co-financing in the form of a grant

1) under the agreement for co-financing in the form of grant, eligible costs shall be borne by the beneficiary (leader) as well as by the authorized entity;
2) regardless of whether the beneficiary (leader) authorises another entity to incur eligible costs, the beneficiary (leader):
   a) always remains responsible for the accuracy of financial and substantial implementation of this project and is responsible to the NFEPWM for the regularity of the total eligible costs that are incurred in the project,
   b) always remains responsible for ensuring the sustainability of the project,
   c) always remains the sole entity responsible for contacts with the NFEPWM. All statements and activities associated with the agreement for co-financing in the form of grant shall be made exclusively by the NFEPWM and a leader in the scope specified in the agreement and the law;
3) the beneficiary (leader) indicates an authorized entity in the application for co-financing in the form of grant;
4) the same requirements for incurring the costs apply to all eligible costs, regardless of whether they were incurred by the beneficiary (leader) or an authorised entity.

10. Procedure for selection of projects
1. Applications for co-financing from the NFEPWM are considered under a competitive procedure.
2. Details of the method for this procedure are set out in the rules of the competition - separately for funds in the Climate Account and other funds of the NFEPWM.
3. In all non-regulated matters, internal NFEPWM regulations referred to in Point 1 shall apply.
ANNEX 2

REQUIREMENTS FOR THE BENEFICIARIES IMPLEMENTING PROJECTS IN THE FIELD OF THERMAL MODERNISATION CO-FINANCED UNDER THE PROGRAMME

1) The scope of thermal modernisation works has to result from the performed energy audit pursuant to the Ordinance of the Minister of Infrastructure of 17 March 2009 on the detailed scope and form of energy audit and a part of the renovation audit, model audit cards, as well as algorithm for the assessment of the profitability of the thermal modernisation undertaking.

2) Projects concerning thermal modernisation of buildings have to be conducted in accordance with the applicable regulations, including the Act of 16 April 2004 on the environmental protection (Dz.U. No. 92, item 880, as amended). With regard to the necessity of taking care of the objectives and object of protection of Natura 2000 areas and various forms of environmental protection, particular attention should be drawn to activity consisting in the organisation of supplies, localisation and organisation of the storage for the construction site and works conducted on the attics/ flat roofs. Construction works should be conducted with regard, inter alia, to the needs and biology of bats and swifts. Any works restricting the access of a given species to the place of its regular occurrence and reproduction are to be treated as damage to breeding sites and shelters. Any information concerning this issue is provided by the representatives of the Regional Directorates of Environmental Protection.

3) The U value of particular wall barriers must not exceed the maximum value defined in the ordinance of the Minister of Infrastructure of 12 April 2002 (with subsequent amendments) on the technical conditions that buildings and the location thereof should meet.

4) It is required that as a result of conducted thermal modernisation works, the design demand for heat (i.e. the annual design energy consumption for the purpose of heating the building) be subject to gradual reduction in relation to the original condition by 30% for the entire undertaking.

5) In the case of projects commenced prior to the call for proposals, for which the optimal material scope of thermal modernisation works has been defined on the basis of energy audits carried out from 01 January 2009 to 19 March 2009, i.e. until the last day before the effective date for the new provisions on drafting of energy audit (Dz.U. of 2009, No. 43, item 346), it is admissible to submit, together with the application, the energy audit made on the basis of provisions applicable at that time. In such a case, it is required to correct the energy audits as regards the demand for heat energy for heating before and after the modernisation; such demand should be calculated on the basis of provisions of law and norms binding on the date of drafting. Audit corrections should be submitted in the form of a relevant annex/ erratum for the audit.

In so far as the amendments to provisions and norms do not affect the demined for energy, as referred to above, relevant declarations in this respect should be submitted
6) Requirements for the protection of birds and bats are included in the publication "Thermal insulation of buildings in accordance with the principles of nature conservation" (by: P. Wylegała, R. Jaros, R. Dzieciolowski, A. Kepel, R. Szkudlarek, R. Paszkiewicz) developed by the Polish Society for Nature Protection "Salamandra". This publication is available on the website of the NFEPWM.