

Information Seminar for Lead Partners
Vienna, November / December 2009

**Fulfilling the requests for improvement
and
Preparation of the revised
Application Form**

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CENTRAL EUROPE PROGRAMME

- All approved projects of the 2nd call have to revise their Application Form to fulfil the conditions set by the Monitoring Committee
- The conditions:
 - Intend to improve the proposals where weaknesses and inconsistencies have been encountered (both in the content and in the financial part);
 - Minimize the risk of State Aid compliance;
 - Heal problems related to administrative mistakes;
 - Ensure consistency with information provided by the MS representatives on the partners' legal status.



Most frequent conditions to be fulfilled



The conditions mainly refer to:

- **Technical and content matters** (section 1-4 and 6 of the AF)
e.g. to ensure a more realistic work plan and consistency between work plan and provisional budget
- **Budgetary aspects** (section 5 of the AF)
e.g. to ensure a realistic financial flow along the project implementation, reduce over budgeting
- **Lead Applicant and/or Project Partners legal status** (section 4 of the AF and Co-financing Statement)
revision based on the further checks done at national level by the relevant national authorities



Most frequent conditions to be fulfilled



The conditions mainly refer to:

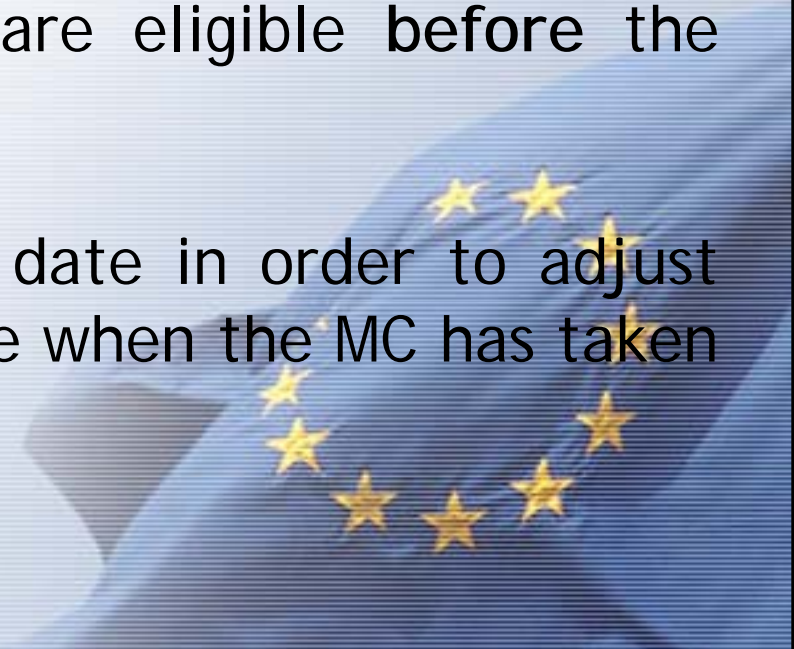
- **State Aid compliance check analysis**
 - Fulfilment of targeted conditions in order to minimize the State Aid compliance and/or to apply the *de minimis* threshold;
 - In case of application of the *de minimis* threshold, self-declaration from the affected partner on the grants already received within the *de minimis* in the current and last 2 fiscal years must be provided;
 - Revision of the State Aid Declaration (if necessary);

All State Aid conditions will also be contractual obligations.

Additional possible changes during the negotiation process



- **Project Starting Date can be revised:**
 - Projects can start (and consequently starting date of eligibility of expenditure) as from 13 November 2009 (date of MC approval) or even earlier if so indicated in the Application Form;
 - If not started yet, **only** preparation costs and costs devoted to the negotiation of conditions are eligible before the starting date;
 - Possibility of revising the starting date in order to adjust the project work plan with the date when the MC has taken the decision for funding.



Additional possible changes during the negotiation process



- Not possible to considerably revise the work plan and the budget if not specifically requested by the conditions
- Eventual changes in the partnership could have a negative impact on the overall project evaluation - partnership must be solid and not artificially constituted for the sake of submission of the project proposal



How to fulfil the requested conditions for approval



Tools to be used

- Change Log File
- Updated Application Form



How to fulfil the requested conditions for approval



Procedure

- Update the electronic version of the AF;
- List all changes of your AF in the Change Log File and clearly relate them to the conditions (conditions are numbered)
- Include all justifications / clarifications that cannot be provided in the AF in the Change Log File



How to fulfil the requested conditions for approval



Procedure

- Send both documents to the JTS Project Manager desk officer
- Both documents will be analyzed by the Project and Finance Managers appointed to follow your project
- Submission of the revised documents could request further changes: early start of the revision process is highly recommended
- Contact your JTS desk officers (Project/Finance Manager) in case of questions

How to fulfil the requested conditions for approval



| TIME | WHAT |
|---|--|
| Within December 2009 | Submit the first revised electronic AF and the Change Log File to your JTS desk officers |
| 29 January 2010 | Submit the final and approved electronic version of the necessary documents (AF and Change Log file) |
| 29 January 2010 (date of postal stamp) | Send hard copy versions of <u>all the required documents duly signed and stamped</u> ; |

Only projects which have successfully fulfilled the required conditions within the set time frame will receive the Subsidy Contract offer in February/March 2010

Priority 1

| Project acronym | Aol | JTS PM responsible | JTS FM responsible |
|-----------------|-----|--------------------|--------------------|
| ET-struct | 1.3 | Mr. Mühlegger | Ms. Gossner |
| PROINCOR | 1.2 | Ms. Trochimiak | Ms. Gossner |
| C-PLUS | 1.1 | Mr. Jusko | Ms. Gossner |
| CEBBIS | 1.2 | Ms. Trochimiak | Ms. Gossner |
| INNOTRAIN IT | 1.1 | Ms. Trochimiak | Ms. Gossner |
| FLAME | 1.2 | Mr. Jusko | Ms. Gossner |
| CNCB | 1.1 | Ms. Trochimiak | Ms. Gossner |
| IDEA | 1.3 | Mr. Mühlegger | Ms. Gossner |
| ACCESS | 1.2 | Ms. Trochimiak | Ms. Gossner |
| AutoNet | 1.1 | Ms. Trochimiak | Ms. Gossner |
| CLUSTERS-CORD | 1.1 | Ms. Trochimiak | Ms. Gossner |
| IntraMED-C2C | 1.2 | Ms. Trochimiak | Ms. Gossner |

Priority 2

| Project acronym | Aol | JTS PM responsible | JTS FM responsible |
|----------------------|-----|--------------------|--------------------|
| INTER-Regio-Rail | 2.3 | Mr. Ritt | Ms. Depasquale |
| GUTS | 2.3 | Mr. Ritt | Ms. Depasquale |
| FLAVIA | 2.2 | Mr. Ritt | Ms. Depasquale |
| TROLLEY | 2.3 | Mr. Ritt | Ms. Depasquale |
| SOL - Save Our Lives | 2.3 | Mr. Ritt | Ms. Depasquale |
| BICY | 2.3 | Mr. Ritt | Ms. Depasquale |
| BATCo | 2.1 | Mr. Ritt | Ms. Depasquale |
| CHAMPIONS | 2.1 | Mr. Ritt | Ms. Depasquale |

Priority 3

| Project acronym | Aol | JTS PM responsible | JTS FM responsible |
|------------------|-----|--------------------|--------------------|
| GovernEE | 3.3 | Ms. Pamperl | Ms. Depasquale |
| REZIPE | 3.3 | Ms. Pamperl | Ms. Depasquale |
| Ceframe | 3.2 | Ms. Pamperl | Ms. Depasquale |
| INCA-CE | 3.2 | Ms. Pamperl | Ms. Depasquale |
| EnerCity | 3.2 | Ms. Pamperl | Ms. Depasquale |
| HABIT-CHANGE | 3.3 | Mr. Jusko | Ms. Depasquale |
| EULAKES | 3.1 | Ms. Pamperl | Ms. Depasquale |
| VITAL LANDSCAPES | 3.1 | Mr. Jusko | Ms. Depasquale |
| INARMA | 3.2 | Mr. Jusko | Ms. Depasquale |
| TRANSENERGY | 3.1 | Mr. Jusko | Ms. Depasquale |
| ENSURE | 3.3 | Ms. Pamperl | Ms. Depasquale |
| SEBE | 3.3 | Ms. Pamperl | Ms. Depasquale |

Priority 4

| Project acronym | Aol | JTS PM responsible | JTS FM responsible |
|-----------------|-----|--------------------|--------------------|
| Creative Cities | 4.3 | Mr. Mühlegger | Ms. Gossner |
| YURA | 4.2 | Mr. Ritt | Ms. Gossner |
| CIRCUSE | 4.1 | Mr. Ritt | Ms. Depasquale |
| SECOND CHANCE | 4.3 | Mr. Mühlegger | Ms. Gossner |
| QUALIST | 4.2 | Mr. Mühlegger | Ms. Gossner |



The CENTRAL EUROPE web site: www.central2013.eu - section *Document Centre* - provides you with the necessary material and tools to start the project implementation, namely:

- ❖ EU Regulations and their amendments;
- ❖ Links to relevant EU DG web sites;
- ❖ Operational Programme;
- ❖ Subsidy Contract template;
- ❖ Partnership agreement template;
- ❖ Implementation Manual;
- ❖ Control & Audit Guidelines;

- ❖ Information on FLC in the CENTRAL EUROPE countries (section *Country Specific Information*).



Thank you for attention!

