

INTERREG VI-A ITALIA-SLOVENIA 2021-2027

CAPITALIZATION CALL FOR PROPOSALS (Call No 01/2022)

ANNEX D Off-line template of the Application Form *(for information purpose only)*



2021
2027

DISCLAIMER

Please note that this is not the official Application Form but only an offline template for information and guidance purposes. This offline template shall not be submitted to the Programme. In order to apply to the call for proposals, applications can exclusively be submitted via the INTERREG ITALY-SLOVENIA joint electronic monitoring system (Jems).

The Application Form in Jems will become available to applicants at least three weeks before the closure of the call.

We will do our utmost to ensure a high level of consistency between this offline template and the final Application Form in Jems but please be aware that there might be slight differences with regard to wording, overview tables and character limitations. To this end, please note that, in this template, character limits are set for most text boxes. Such limits shall not be exceeded since Jems will not allow longer texts. There are however a few text boxes for which a recommended maximum number of characters is indicated. This means that, for such text boxes, Jems will allow more space.

This offline template, as technical toll for internal use, is provided in English as the language Jems is developed. When Jems will be opened, the on-line Application Form will be in Italian and Slovene languages.

Final 24.



PART A – Project identification

A.1 Project identification

Project ID

Automatically generated

Name of the Lead Partner
organisation (in English language)

Automatically filled in from part B

Project title

Enter title here [max 200 characters]

Project acronym

Enter acronym here [max 25 characters]

Programme priority

Select from drop-down

Programme priority specific objective

*Select from drop-down of objectives that belong to the
selected programme priority*

Project duration (nr. of months)

Enter a number

A.2 Project summary

Please a short overview of the project and describe:

- the common challenge of the Programme area your project is tackling;
- the overall project objective and the expected change your project will make to the current situation;
- what is innovative about your project;
- the main outputs and results your project will develop and who will benefit from them;
- the implementation approach you plan to take and why crossborder cooperation is needed.

Enter text here [max 2000 characters]

A.3 Project partner overview

Partner number	Project partner – name of the organisation	Partner role in the project	NUTS (country, if NUTS not applicable)	Partner total eligible budget
<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>
<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>
<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>
<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>
<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>

A.4 Project budget overview

Programme funding			Contribution					Total eligible budget
Funding source	Funding amount	Co-financing rate (%)	Public contribution			Private contribution	Total partner contribution	
			Public contribution	Auto. public contribution	Total public contribution			
ERDF	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in
TOTAL	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in

A.5 Project outputs and result overview

Programme output indicator	Measurement unit	Aggregated value per programme output indicator	Project output number	Project output (Output title)	Output target value	Programme result indicator	Measurement unit	Result indicator or target value
From WPs	From WPs	Automatically calculated	From WPs	From WPs	From WPs	From WPs	From WPs	From C.5
			From WPs	From WPs	From WPs			
From WPs	From WPs	Automatically calculated	From WPs	From WPs	From WPs	From WPs	From WPs	From C.5
			From WPs	From WPs	From WPs			
			From WPs	From WPs	From WPs			

PART B – Project partners

B.0 Partner overview

Partner number	Organisation abbreviation	Partner role in the project	NUTS (country, if NUTS not applicable)	Partner total eligible budget
<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>
<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>
<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>
<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>
<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>

B.1 Project partner 1

B.1.1 Partner identity

Partner role in the project

Drop-down list: lead partner, project partner

Partner Nr.

Automatically generated (upon submission of AF)

Abbreviated name of organisation

Enter here [max 15 characters]

Name of organisation in original language

Enter here [max 100 characters]

Name of organisation in English

If existing, using the official translation [max 100 characters]

Department /unit / division

If applicable, enter here [max 250 characters]

B.1.2 Partner main address

Country (Nuts 0)

Drop-down

Region (Nuts 2)

Nuts 3

Drop-down

Drop-down

Street

Enter here [max 50 characters]

House number

Enter here [max 20 characters]

Postal code

Enter here [max 20 characters]

City

Enter here [max 50 characters]

Homepage

Enter here [max 250 characters]

Address of department / unit / division (if applicable)

Country (Nuts 0)

Drop-down

Region (Nuts 2)

Drop-down

Nuts 3

Drop-down

Street

Enter here [max 50 characters]

House number

Enter here [max 20 characters]

Postal code

Enter here [max 20 characters]

City

Enter here [max 50 characters]

B.1.3 Legal and financial information

Type of partner

Drop-down pre-defined list (see Annex 1 – Type of partner and target group classification)

Subtype of partner

Drop-down (Micro/small/medium-sized/large enterprise).

Legal status

Drop-down (public*/ private*)

Sector of activity at NACE group level

Drop-down menu – Please refer to the statistical classification of economic activities NACE Rev. 2 (2008) available via the [link](#) to the Eurostat website]

Co-financing rate (%)

Automatic from B.1.8 Partner co-financing

VAT number

Enter here [max 50 characters]

Other identifier number (if VAT number is not available, some other organisation identifier should be used)
Other identifier description (specification of the type of identifier)
PIC (from EC participant register), if available

Enter here [max 50 characters]

Enter here [max 100 characters]

Enter PIC number

B.1.4 Legal representative

Title (e.g. Mr, Ms, Mx)

Enter here [max 25 characters]

First name

Enter here [max 50 characters]

Last name

Enter here [max 50 characters]

B.1.5 Contact person

Title (e.g. Mr, Ms, Mx)

Enter here [max 25 characters]

First name

Enter here [max 50 characters]

Last name

Enter here [max 50 characters]

E-mail address

Enter here [max 255 characters]

Telephone

Enter here [max 25 characters]

B.1.6 Partner motivation, expertise and contribution

Please describe the organisation's thematic competences and experiences relevant for the project. Please also describe what is the main business of the organisation and if the organisation is normally performing economic activities on the market.

Enter text here [max 2000 characters]

What is the role and involvement (contribution and main activities) of your organisation in the project?

Enter text here [max 2000 characters]

If you are the project Lead Partner, please describe here your organisation's capacity and experience in managing and coordinating EU co-financed projects or other international projects. If you are the project partner that will coordinate communication (i.e. taking over the role of project communication manager), please describe here what are your organisation's relevant communication competences and experiences.

Enter text here [max 2000 characters]

B.1.7 Budget

Partner Budget Options

- ☐ Real costs
- ☐ Standard Unit Costs
- ☐ Staff costs flat rate (20% of direct costs)
- ☐ Office and administration flat rate based on direct staff costs (15% of Staff costs)
- ☐ Travel and accommodation flat rate 4 % of Staff costs

Partner Budget

Staff Costs

Entry field for total	Total	Period 1	Period 2	Period 3	Period ...	Gap
<i>Enter here</i>	<i>Automatically filled in</i>	<i>Enter here</i>	<i>Enter here</i>	<i>Enter here</i>	<i>Enter here</i>	<i>Automatically filled in</i>

Office and administration

Total Office and administration flat rate is calculated by applying the rate (%) to the total Staff costs

Flat rate for office and administration	Total
	<i>Automatically filled in</i>

Travel and accommodation

Total Travel and accommodation flat rate is calculated by applying the rate (%) to the total Staff costs

Flat rate for travel and accommodation	Total
	<i>Automatically filled in</i>

External expertise and services

Description	Entry field for total	Total	Period 1	Period 2	Period 3	Period ...	Gap
<i>Enter here [max 255 characters]</i>	<i>Enter here</i>	<i>Automatically filled in</i>	<i>Enter here</i>	<i>Enter here</i>	<i>Enter here</i>	<i>Enter here in</i>	<i>Automatically filled in</i>
+		<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	

Equipment

Description	Investment	Entry field for total	Total	Period 1	Period 2	Period 3	Period ...	Gap
<i>Enter here [max 255 characters]</i>	<i>Drop-down menu</i>	<i>Enter here</i>	<i>Automatically filled in</i>	<i>Enter here</i>	<i>Enter here</i>	<i>Enter here</i>	<i>Enter here</i>	<i>Automatically filled in</i>
+			<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	

Infrastructure and works

Description	Investment	Entry field for total	Total	Period 1	Period 2	Period 3	Period ...	Gap
<i>Enter here [max 255 characters]</i>	<i>Drop-down menu</i>	<i>Enter here</i>	<i>Automatically filled in</i>	<i>Enter here</i>	<i>Enter here</i>	<i>Enter here</i>	<i>Enter here in</i>	<i>Automatically filled in</i>
+			<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	

B.1.8 Co-financing

Source	Amount	Percentage
<i>Drop-down menu</i>	<i>Automatically filled in</i>	<i>Enter here</i>
<i>Partner Contribution</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>
<i>Partner total eligible budget</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>

Origin of partner contribution

Source of contribution	Legal status	Amount	% of total partner budget
<i>Partner organisation automatically filled in</i>	<i>Drop-down menu</i>	<i>Enter here</i>	<i>Automatically filled in</i>
<i>+ Add new contribution origin</i>	<i>Drop-down menu</i>	<i>Enter here</i>	<i>Automatically filled in</i>

Contribution	Amount	% of total partner budget
<i>Sub-total public contribution</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>
<i>Sub-total automatic public contribution</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>
<i>Sub-total private contribution</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>
<i>Total</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>

B.1.9 State Aid information

A. Is the partner involved in economic activities within the project?

Please answer the questions below. If "Yes", briefly explain.

State Aid question	Answer	Justification
1. Will the partner implement activities and/or offer goods/services for which a market exists?	Yes/No	<i>Enter text here [max 1000 characters]</i>
2. Are there activities/goods/services that could have been undertaken by an operator with the view of making profit (even if this is not the partner's intention)?	Yes/No	<i>Enter text here [max 1000 characters]</i>

B. Does the partner and/or any third party receive a selective advantage within the project?

Please answer the questions below. If "Yes", briefly explain.

State Aid question	Answer	Justification
1. Does the partner gain any benefits (or is relieved of any costs) from the economic activities mentioned under section A, which it would not have received in the normal course of business, i.e. in the absence of funding granted through the project?	Yes/No	<i>Enter text here [max 1000 characters]</i>
2. Does any economic operator (e.g. SMEs) that is outside the partnership (i.e. not listed as partner in the application form) receive an advantage through activities carried out by the partner within the project?	Yes/No	<i>Enter text here [max 1000 characters]</i>

C. State aid relevant activities (select from drop-down menu based on C.4 entries)

Multiply choice selection of project partner's WPs activities numbers from C.4. work plan

D. State aid regime

Drop down list (GBER article 20/ GBER article 20a / de minimis)

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B.1 Project partner 2

All sections from B.1.1-B.1.9 repeated

B.1 Project partner 3

All sections from B.1.1-B.1.9 repeated

Final 24.10.22

B.2 Associated partner

Associated partners overview

Partner number	Name of associated partner	Associated to project partner
<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>
<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>
<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>
<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>
<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>

Associated partner number

Automatically generated by the system (upon AF submission)

Name of organisation in original language

Enter here [max 100 characters]

Name of organisation in English

If existing, using the official translation [max 100 characters]

Partner to which the organisation is associated

Drop-down

Country (Nuts 0)

Drop-down

Region (Nuts 2)

Drop-down

Nuts 3

Drop-down

Street

Enter here [max 50 characters]

House number

Enter here [max 20 characters]

Postal code

Enter here [max 20 characters]

City

Enter here [max 50 characters]

Legal representative

Title

Enter here [max 25 characters]

First name

Enter here [max 50 characters]

Last name

Enter here [max 50 characters]

Contact person

Title (e.g. Mr, Ms, Mx)

Enter here [max 25 characters]

First name

Enter here [max 50 characters]

Last name

Enter here [max 50 characters]

E-mail address

Enter here [max 255 characters]

Telephone

Enter here [max 25 characters]

Please describe the role of the associated partner in the project and why its involvement is important for the achievement of the project specific objectives.

Enter text here [max 2000 characters]

PART C – Project description

C.1 Project overall objective

Programme priority specific objective

(Automatically inserted once it is selected in section A.1)

Project overall objective

Please define the overall objective of the project.

- Make sure that it clearly contributes to the selected programme specific objective.
- The overall objective should provide the general context for what your project aims to achieve.
- It should describe the broader goal of the project for the benefit of its target group(s) and should point to the results (change) to be achieved by the project.

Enter text here [max 500 characters]

C.2 Project relevance and context

C.2.1 What are the territorial challenge(s) that will be tackled by your project?

Please describe which specific challenges and needs are addressed by your project and why they are relevant for the overall programme area, (please refer to chapter 1 and 2 of the Interreg ITALY-SLOVENIA Programme document).

Enter text here [recommended max 2000 characters]

C.2.2 How does the project tackle identified challenges and needs and what is new about the approach of your project?

Please describe the project approach chosen to address the challenges and needs described above. Please also explain how the approach goes beyond existing practice in the sector/programme area/participating countries demonstrating the innovativeness of the approach.

Enter text here [recommended max 3000 characters]

C.2.3 Why is crossborder cooperation needed to achieve the project objectives and results?

Please explain why the project objectives cannot be efficiently reached acting only on a national/regional/local level and describe what is the added value for the partnership and the project area in taking a crossborder cooperation approach.

Enter text here [recommended max 2000 characters]

C.2.4 Who will benefit from your project outputs and results?

Please select the target groups from the drop-down list, which are relevant for your project. For each of them please provide a more detailed specification and explain how they will benefit from your project outputs and results. Please ensure consistency with the target groups defined in the work plan (section C4).

Target group	Specification
Select from drop-down	<i>Enter text [recommended max 500 characters]</i>
Select from drop-down	<i>Enter text [recommended max 500 characters]</i>
Select from drop-down	<i>Enter text [recommended max 500 characters]</i>

C.2.5 How does the project contribute to wider strategies and policies?

Please indicate to which strategies and policies your project will contribute and briefly describe in what way.

Strategy	Contribution
EU Green Deal <input type="checkbox"/>	<i>Enter text [recommended max 500 characters]</i>
EU Strategy for the Adriatic and Ionian Region (EUSAIR) <input type="checkbox"/>	<i>Enter text [recommended max 500 characters]</i>
EU Strategy for the Alpine Region (EUSALP) <input type="checkbox"/>	<i>Enter text [recommended max 500 characters]</i>
Other <input type="checkbox"/>	<i>Enter text [recommended max 500 characters]</i>

C.2.6 How will your project make use of synergies with EU and other projects or initiatives?

Please describe synergies and the activities foreseen to ensure coordination and avoid overlaps with on-going and planned initiatives/projects. Please specify if this application is linked to any other proposal under

preparation within other EU funds, also specifying the concerned EU-funded programmes (e.g. other Interreg programmes, Horizon Europe, LIFE, national or regional programmes supported by EU funds, etc.).

Project or initiative
(including funding
instrument, if applicable)

Synergies foreseen

*Enter title [recommended
max 300 characters]*

Enter text [recommended max 500 characters]

*Enter title [recommended
max 300 characters]*

Enter text [recommended max 500 characters]

C.2.7 How does your project build on available knowledge?

Please describe the experiences/lessons learned that your project draws on, and other available knowledge your project capitalises on. If relevant, please specify the projects to be capitalised and which project partner(s) have been involved.

Enter text here [recommended max 2000 characters]

C.3 Project partnership

What is the rationale of the partnership composition and how are partners complementary to each other?

Please describe the structure of your partnership and why the involved partners are needed to implement the project and to achieve the project objectives.

Enter text here [recommended max 2000 characters]

C.4 Project work plan

C.4.1 Work package 1

Work package number

Automatically generated

Work package title

Enter the title here [max 100 characters]

Objectives

Please define one concise project specific objective that will be achieved by your project through the implementation of the work package. The specific objective should be:

- realistically achievable during the project lifetime;
- specific;
- be verifiable and measurable.

Project specific objective

Describe the project specific objective here [max 250 characters]

In addition, please define one or more communication objective(s) that will contribute to the achievement of the project specific objective and include reference to the relevant target group(s). Communication objectives aim at changes in a target audience's awareness and behaviour.

Communication objective(s) and
target audience

Describe the communication objective here [max 500 characters]

Investment(s)

Please list the investments above 25.000 EUR which are included in this work package.

Investment number (automatic)

Investment title

Enter text here [max 50 characters]

Delivery period

Select the period from drop-down

Justification

Please provide a description of the investment and explain to which pilot action it contributes and why it is needed.

Enter text here [max 2000 characters]

Please describe the crossborder relevance of the investment. Please clarify how the pilot investment can be replicated and upscaled, and how the experience coming from it will be used for the benefit of the programme area.

Enter text here [max 2000 characters]

Please describe who is benefiting (e.g. partners, regions, target groups, etc.) from this investment, and in what way.

Enter text here [max 2000 characters]

Location of the investment

Please describe, if possible, a specific address where the investment will be located.

Country (Nuts 0)

Drop-down

Region (Nuts 2)

Drop-down

Nuts 3

Drop-down

Street

Enter text here [max 50 characters]

House number

Enter text here [max 20 characters]

Postal code

Enter text here [max 20 characters]

City

Enter text here [max 50 characters]

Environmental sustainability and risks associated to the investment

Please specify possible positive or negative environmental effects related to the investment. In case of environmental risks, please describe the mitigation and monitoring measures foreseen. For investments in infrastructure with an expected lifespan of at least five years, please describe the expected impacts of climate change and how their assessment and climate proofing will be ensured. Please describe other risks associated with the investment, go/no-go decisions, etc. (if any).

Enter text here [max 2000 characters]

Technical and legal requirements

Please indicate the technical and legal requirements associated to the investment. If applicable, inform on permissions (e.g. building permits) required for the investment according to the respective national legislation and if these are already available.

Enter text here [max 2000 characters]

Ownership

Please indicate which project partner is in charge of the investment. Please also specify who owns the site where the investment is located?

Enter text here [max 500 characters]

Who will retain ownership of the investment after the end of the project? Who will take care of the maintenance of the investment? How will this be done?

Enter text here [max 500 characters]

If this is an infrastructure investment, will it be exploited commercially and/or its use will not be publicly available for free?

Enter text here [max 500 characters]

Activities

Please describe the activities foreseen in order to achieve the above project specific objective and related communication objective(s) considering also the involvement of the relevant target groups as identified in section C2.4.

Ac Nr.	Activity title	Activity description	Start period	End period	Deliverables
A 1.1	<i>Enter text [max 200 characters]</i>	<i>Enter text [max 1000 characters]</i>	<i>Select the period from drop-down</i>	<i>Select the period from drop-down</i>	<i>Add deliverable(s) – see below</i>
A 1.2	<i>Enter text [max 200 characters]</i>	<i>Enter text [max 1000 characters]</i>	<i>Select the period from drop-down</i>	<i>Select the period from drop-down</i>	<i>Add deliverable(s) – see below</i>
A 1.3	<i>Enter text [max 200 characters]</i>	<i>Enter text [max 1000 characters]</i>	<i>Select the period from drop-down</i>	<i>Select the period from drop-down</i>	<i>Add deliverable(s) – see below</i>
A 1.4	<i>Enter text [max 200 characters]</i>	<i>Enter text [max 1000 characters]</i>	<i>Select the period from drop-down</i>	<i>Select the period from drop-down</i>	<i>Add deliverable(s) – see below</i>

Deliverables

Please define at least one deliverable for each activity (recommended not more than 3 deliverables per activity).

Del Nr.	Deliverable title	Deliverable description	Delivery period
D 1.1.1	<i>Enter text [max 100 characters]</i>	<i>Enter text [max 300 characters]</i>	<i>Select the period from drop-down</i>

Outputs

Please define the outputs which will be realised through the activities foreseen in this work package and link them to the related programme output indicators.

Output Nr.	Programme output indicator	Measurement unit	Output title	Output description	Output target value	Delivery period
Output 1.1	<i>Choose from the drop-down list</i>	<i>Automatic</i>	<i>Enter text [max 200 characters]</i>	<i>Enter text [max 500 characters]</i>	<i>Enter the number</i>	<i>Drop-down</i>
Output 1.2	<i>Choose from the drop-down list</i>	<i>Automatic</i>	<i>Enter text [max 200 characters]</i>	<i>Enter text [max 500 characters]</i>	<i>Enter the number</i>	<i>Drop-down</i>
Output 1.3	<i>Choose from the drop-down list</i>	<i>Automatic</i>	<i>Enter text [max 200 characters]</i>	<i>Enter text [max 500 characters]</i>	<i>Enter the number</i>	<i>Drop-down</i>

C.4.2 Work package 2

Repeating of the whole section C.4.1

C.4.3 Work package 3

Repeating of the whole section C.4.1

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C.5 Project results

Please select and quantify the relevant programme result indicators to which your project will contribute. For each selected result indicator, please briefly describe the contribution of the project and the relevant project results (change) you expect to achieve through the implementation of the foreseen activities and outputs as defined in the work plan. Please also specify the output(s) which are directly related to this result.

Result Nr.	Programme result indicator	Measurement unit	Result description	Result indicator baseline	Result indicator target value
Result 1	<i>Choose from the drop-down list</i>	<i>Automatic</i>	<i>Enter text [max 1000 characters]</i>	<i>Enter the number</i>	<i>Enter the number</i>
Result 2	<i>Choose from the drop-down list</i>	<i>Automatic</i>	<i>Enter text [max 1000 characters]</i>	<i>Enter the number</i>	<i>Enter the number</i>
Result 3	<i>Choose from the drop-down list</i>	<i>Automatic</i>	<i>Enter text [max 1000 characters]</i>	<i>Enter the number</i>	<i>Enter the number</i>

C.6 Time plan

Work packages and activities	Period 1	Period 2	Period 3	Period 4	Period 5	Period 6
WP 1: Title						
A 1.1 title						
A 1.2 title						
A 1.3 title						
A 1.4 title						
Ol nn						
Ol nn						
WP 2: Title						
A 2.1 title						
A 2.2 title						
A 2.3 title						
A 2.4 title						
Ol nn						
WP 3: Title						
Etc.						

C.7 Project management and communication

In addition to the activities as described in the work plan, you need to foresee adequate provisions for project management, coordination and internal communication.

C.7.1 How will you coordinate and manage your project?

Please describe how the project management on the strategic and operational level will be carried out, including the set-up of management structures, responsibilities and procedures, as well as risk management. Please also explain how the internal communication within the partnership will be organised.

Enter text here [recommended max 2000 characters]

C.7.2 Which measures will you take to ensure quality in your project?

Describe the planned approach and processes for quality management, i.e. how the quality of deliverables and outputs will be monitored and ensured, and indicate the responsible partner(s). If you plan to conduct any type of project evaluation, please describe its purpose and scope.

Enter text here [recommended max 2000 characters]

C.7.3 What will be the general approach you will follow to communicate about your project?

Please describe how your project's communication objectives, as outlined in the work plan, will help with achieving your project's main result(s). Why is communication important? Which common tactics, channels and tools will help the partnership to reach out to and involve its target audiences? How will the project communication coordinator ensure that all project partners are involved and contribute to communication?

Enter text here [recommended max 2000 characters]

C.7.4 How do you foresee the reporting procedures for activities and budget (within the partnership)?

Please describe the reporting processes at the level of partners towards the lead partner.

Enter text here [recommended max 2000 characters]

C.7.5 Cooperation criteria

Please select the cooperation criteria that apply to your project and include a brief explanation. Please note that the joint development, joint implementation and joint financing criteria are mandatory.

Cooperation criteria	Description
Joint development <input type="checkbox"/>	<i>Enter text here [recommended max 500 characters]</i>
Joint implementation <input type="checkbox"/>	<i>Enter text here [recommended max 500 characters]</i>
Joint staffing <input type="checkbox"/>	<i>Enter text here [recommended max 500 characters]</i>
Joint financing <input type="checkbox"/>	<i>Enter text here [recommended max 500 characters]</i>

C.7.6 Horizontal principles

Please indicate how your project contributes to horizontal principles and provide a short explanation. With regard to environment protection, please also include an explanation how the 'environmental sustainability by design' approach has been integrated and provide a brief assessment of possible environmental effects of your project.

Horizontal principles	Type of contribution	Description of the contribution
Sustainable development and environment protection	<i>Drop-down list: neutral, positive effects, negative effects</i>	<i>Enter text here [max 2000 characters]</i>
Equal opportunities and non-discrimination	<i>Drop-down list: neutral, positive effects, negative effects</i>	<i>Enter text here [max 2000 characters]</i>
Equality between men and women	<i>Drop-down list: neutral, positive effects, negative effects</i>	<i>Enter text here [max 2000 characters]</i>

C.8 Long-term effects and durability

Projects should have a long-lasting effect in the territories and for the relevant target groups. Please describe below how this will be ensured.

C.8.1 Ownership/durability

Please describe who will ensure the financial and institutional support including maintenance for outputs and, if applicable, for most important deliverables developed by your project.

Enter text here [recommended max 2000 characters]

C.8.2 Lasting effects

Outputs and deliverables should be made available and used by relevant target groups (project partners or other stakeholders) after the project's lifetime, in order to have a lasting effect on the territory. Please describe how the outputs and deliverables will stay available and will be taken up or upscaled by the project partners.

Enter text here [recommended max 2000 characters]

C.8.3 Transferability

Please describe how outputs and deliverables could be adapted or further developed to be used by additional target groups or rolled out in other territories beyond the partnership. How will communication activities ensure that relevant groups are aware of the available outputs and deliverables to be used?

Enter text here [recommended max 2000 characters]

PART D – Project budget

D.1 Project budget per co-financing source (fund) – breakdown per partner

Partner	Country	ERDF	ERDF % rate	Public contribution	Auto Public contribution	Private contribution	Total partner contribution	Total eligible budget	% of Total eligible budget
Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in
Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in
Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in
TOTAL	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in

D.2 Project budget – overview per partner/per cost category

Partner	Country	Staff costs	Office and admin. costs	Travel and accomm. costs	External expertise and services costs	Equipment costs	Infrastr. and works	Other costs	Lump sum	Total eligible budget
Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in
Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in
Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in
TOTAL	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in	Automatically filled in

D.3 Project budget – overview per partner/per period

Partner	Country	Preparation Costs (Period 0)	Period 1	Period 2	Period 3	Period ...	Total eligible budget
<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>
<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>
<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>
TOTAL	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>

PART E – Project lump sums

Programme lump sum	Period	Split up	LP	PP2	PP...	Sum	Gap	Description
<i>Drop-down</i>	<i>Drop-down</i>	<i>Automatically filled in</i>	<i>Enter here</i>	<i>Enter here</i>	<i>Enter here</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>	<i>Automatically filled in</i>