

Interreg



Co-funded by
the European Union

Greece – Italy

**Necessary steps and procedures, preparation for Project Proposals:
Overview & general principles
GREECE – ITALY 2021-2027**

Information Day
11th July 2023
Matera - Italy

Cross-Border-Cooperation Programme Interreg VI-A ‘Greece-Italy 2021-2027’
CCI 2021TC16RFCB019
C(2022)6578/08.09.2022



Preparation for project proposals

Are you planning to prepare a project application?

Here are seven things you can do right away to help you get started!

- #1 Start with the basics - get to know us
- #2 Dive deeper into the topics we cover
- #3 Explore and share project ideas
- #4 Stand out from the crowd – update your profile
- #5 Give our tools a try
- #6 Stay tuned for more
- #7 Get ready to cooperate!

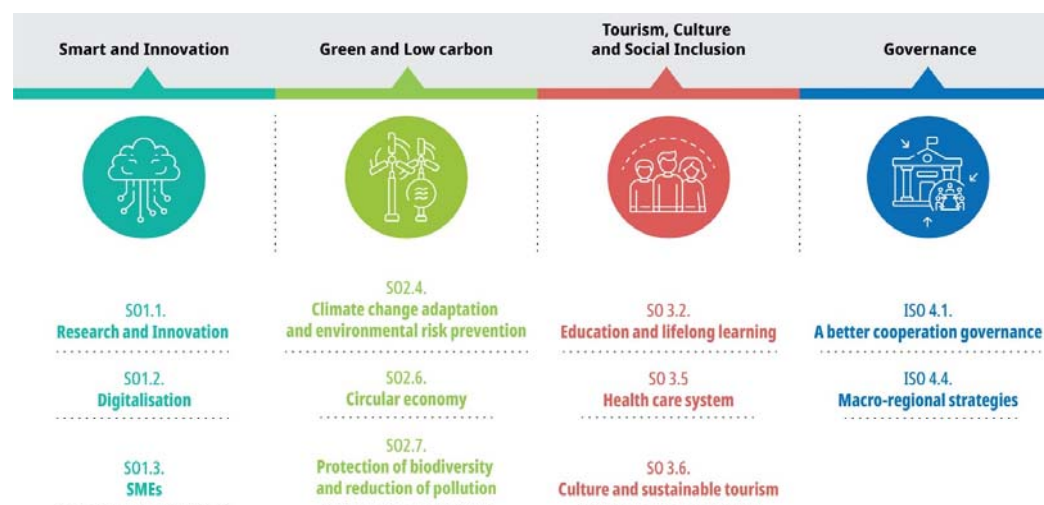


Guide to Interreg Cross-border funding

WHAT DO WE FUND?

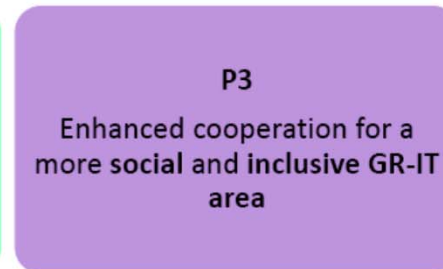
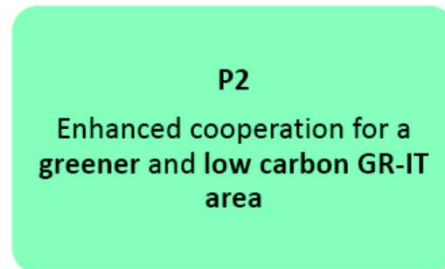
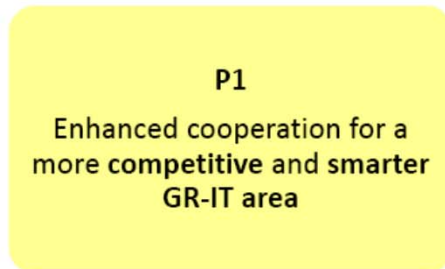
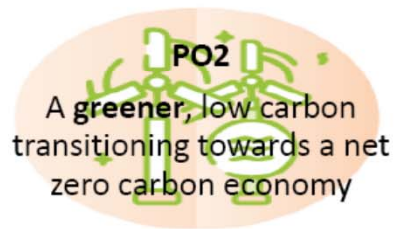
We support cooperation beyond borders on a wide range of topics for a **smarter**, **greener**, **more integrated** and **better governed** Greece-Italy border area.

Our funding focuses on **developing and piloting solutions**, **building capacities** and **facilitating knowledge transfer**.



CBC Interreg VI-A Greece-Italy 2021-2027

...envisages enhanced cooperation in the GR-IT area
towards smart economic transformation, green transition and social inclusion
for reinforced SMEs, education, training and lifelong learning, health services, tourism and culture sectors, green and blue economy
and a better cooperation governance.



RSO1.1.
Developing and enhancing **research and innovation** capacities and the uptake of **advanced technologies**

RSO1.2.
Reaping the benefits of **digitalisation** for citizens, companies and governments

RSO1.3.
Enhancing **growth and competitiveness** of SMEs and **job creation** in SMEs

RSO2.4.
Promoting **climate change adaptation and disaster risk prevention and resilience**, taking into account **ecosystem-based approaches**

RSO2.6.
Promoting the transition to a **circular and resource efficient economy**

RSO2.7.
Enhancing **protection and preservation of nature, biodiversity and green infrastructure**

RSO4.2.
Improving **equal access to inclusive and quality services** in education, training and **lifelong learning**

RSO4.5.
Ensuring **equal access to health care** and fostering **resilience of health systems**

RSO4.6.
Enhancing the role of **culture and sustainable tourism**

ISO6.1.
Enhance the **institutional capacity of public authorities**

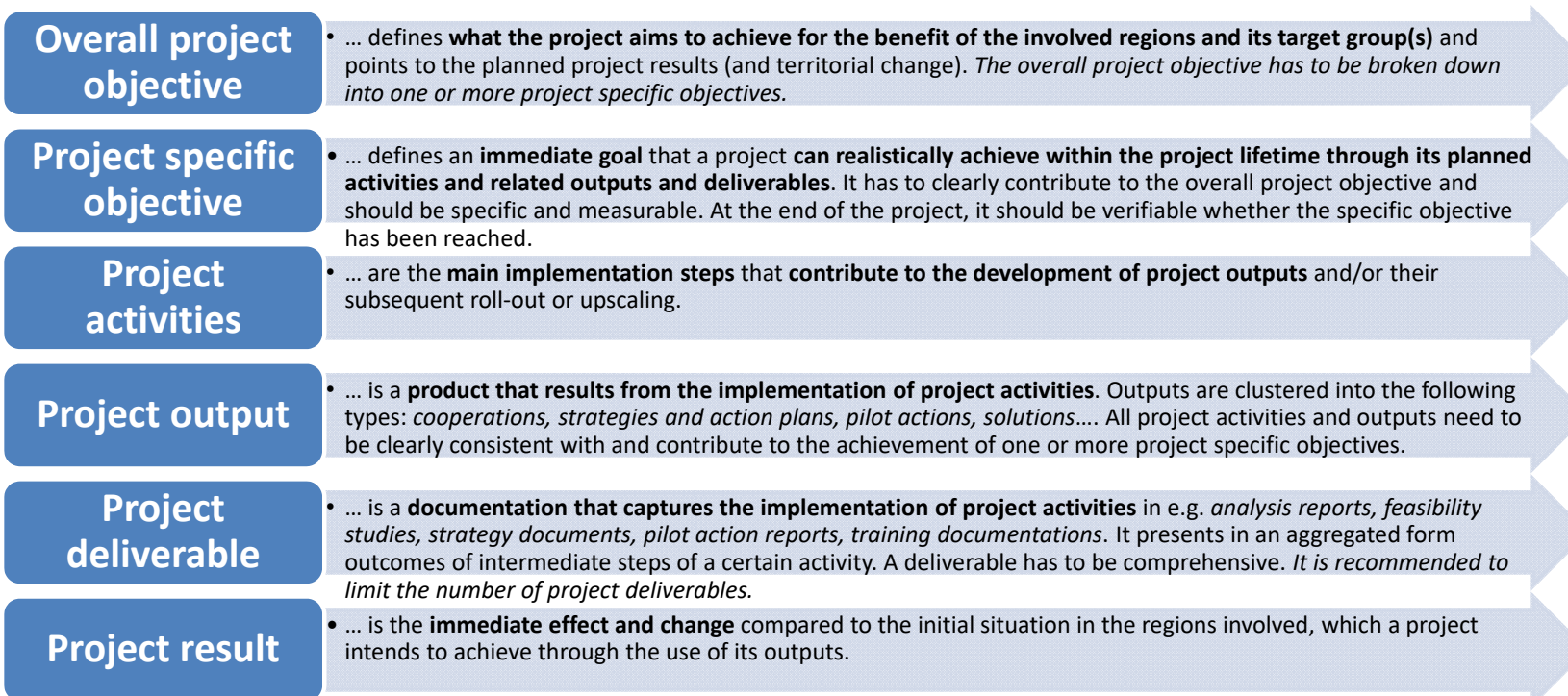
ISO6.4.
Enhance **institutional capacity of public authorities and stakeholders** to implement macro-regional strategies



The project intervention logic in a nutshell

How to set up a sound Project Intervention Logic?

The intervention logic should clearly describe objectives, planned activities, outputs and expected results of the project. These terms are defined as follows:



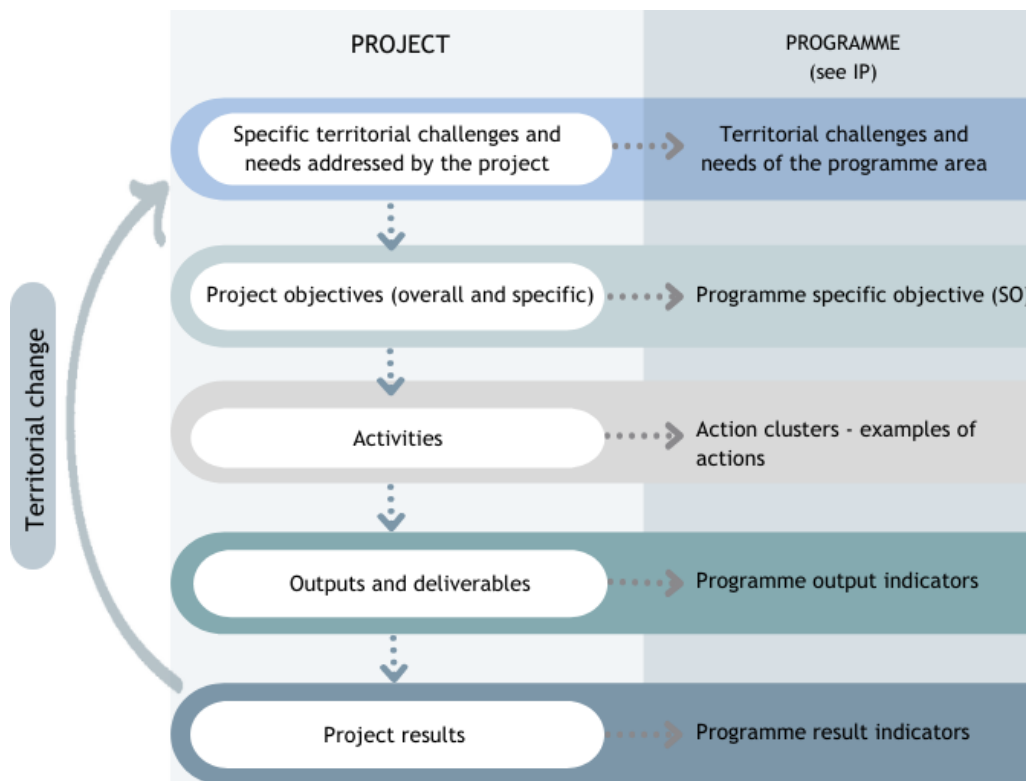


The project intervention logic in a nutshell

How to set up the required linkage between the programme and project intervention logic?

Project Output and Result Indicators

All outputs and results have to contribute to programme output and result indicators.





Eligible activities – Expected outputs

STUDYING: Studying field, compiling & organising information & data, providing tools, methods & services, developing common approaches & strategies, exchanging information

TESTING: Preparing pilot activities, testing, simulating & evaluating (processes, techniques, models, tools, methods & services); transferring knowledge/ know-how/ expertise

COMMUNICATION: Networking, delivering & exchanging information, transferring knowledge/ know-how/ expertise, participating to events, coordinating communication & capitalisation activities

CAPITALISING: Systematising knowledge, transferring knowledge, know-how, expertise, systems or processes, mainstreaming results, creating synergies and cooperation mechanisms

TRANSFERRING: Transferring tested processes, techniques, models, tools, methods & services, exchanging information, transferring knowledge/ know-how/ expertise

Interreg Programmes ask citizens to take part in projects that solve problems through joint solutions. They are known to bring together partners from various sectors (decision makers, academics, companies) and that's why **INTERREG** results are often more innovative (thanks to cooperation) on challenging topics, like green transition, risks management, blue economy, sustainable tourism, etc.

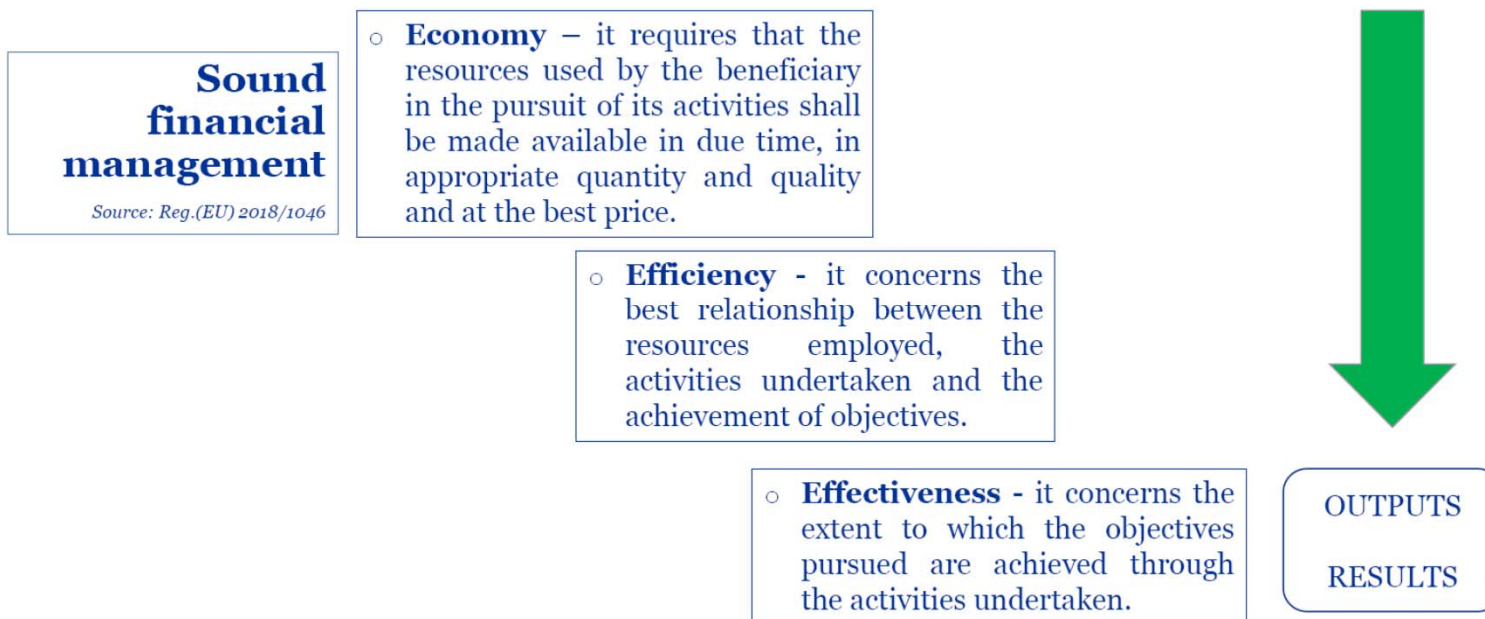
Methods (methodologies, guidelines, manuals, action plan, roadmaps...), **Tools** (platforms, toolbox, training courses, software, protocols, legal acts...), **Databases** (best practice, thematic db...), **Meetings** (congress exhibitions, meetings, workshops...), **Reports** (needs analysis, SWOT analysis, comparative analysis, case study, feasibility study...), **Pilot actions, Networks** (clusters, business networks...), **Maps** (maps, routes, GIS...), **Digital or Written Communication, Events, Recommendations**



Project size and funding

Average financial size of projects ->> in line with provisions included in the call-specific ToR. In exceptional cases, smaller or larger projects can be supported.

Size of project ->> truly reflects the activities foreseen in the work plan and is based on the principles of sound financial management.





Guide to Interreg Cross-border funding

WHO DO WE FUND?

We fund cross-border partnerships of both public and private institutions.

The focus of our funding is on supporting cooperation among eligible regions and cities from 2 South European countries, **Greece and Italy**.



Cooperation area

Region of Western Greece
Aitolokarmania, Achaia, Ileia.

Region of Ionian Islands
Zakynthos, Kerkyra, Kefalonia, Lefkada.

Region of Epirus
Arta, Thesprotia, Ioannina, Preveza.

Puglia Region
Provinces of Foggia, Bari, Brindisi, Lecce, Barletta-Andria-Trani (BAT), Taranto.

Basilicata Region
Province of Matera

Calabria Region
Provinces of Catanzaro, Cosenza, Crotona and Reggio Calabria.



Requirements for a project partnership (draft)

Size of the Partnership Scheme

As a minimum requirement, the partnership must involve:

- ▶ at least **three (3) project beneficiaries**
- ▶ from **both countries, Greece and Italy**

Further information on the **recommended partnerships** can be found in the Terms of Reference (ToR) of each call for proposals, available at the programme website.

Eligible Partners

The partnership shall involve:

- ▶ **Public bodies - National, regional or local public authorities**
- ▶ **Bodies governed by public law** (as defined in Article 2(1) of Directive 2014/24/EU)
- ▶ **Bodies governed by private law - Non-profit**

Type of Eligible Partners

Eligible types of beneficiaries can be:

- ▶ Ministries-Decentralised Administrations
- ▶ Regions
- ▶ Universities/ Technological Institutions/ Research Institutions
- ▶ Municipalities/ Development Agencies
- ▶ Chambers
- ▶ NGOs
- ▶ Other bodies

- ▶ *The size of the partnership should reflect the scope of the project and remain manageable.*
- ▶ *Very large partnerships should be avoided.*
- ▶ *Project beneficiaries shall be the competent bodies for performing project activities.*

All partners shall co-operate in:

- Joint development
- Joint implementation

and shall cooperate in at least **one** of the following ways:

- Joint staffing
- Joint financing



Lead Beneficiary and Project Beneficiaries

Who can become a Lead Beneficiary or a Project Beneficiary?

All eligible organisations located in the programme area (see call-specific exemptions)

What are LBs main responsibilities?

LB will be designated by all partners participating in a project to ensure implementation of the entire project (carry out the tasks laid down in Article 26 of ETC Regulation) and will **sign a Subsidy Contract** with the Managing Authority.

- The Lead Partner
 - **be located** in eligible area;
 - be a **legal entity**;
 - holds a **dedicated bank account** for the project;
 - **be legally able** to transfer funds to foreign countries;
 - has a **technical and financial capacity and competency** to manage the proposed common project;
 - **takes full financial and legal responsibility** for the implementation of the entire project.

What is the role of a Project Beneficiary?

PB commits itself to implement a project and will **sign a Partnership Agreement**.



Geographical eligibility of beneficiaries (draft)

Partners that can apply for ERDF funding

▶ **As a general principle, beneficiaries located in the programme area apply for ERDF funding**

(incl. Greek & Italian national public authorities and bodies that are located outside the programme area, which:

- ✓ are competent in their scope of action for certain parts of the eligible area (e.g. ministries); and
- ✓ carry out activities that are beneficial for the regions in the programme area.

▶ **EU beneficiaries from outside the programme area but inside the European Union, if applicable.**



Partners that cannot apply for ERDF funding

▶ **Third country beneficiaries**, i.e. organisations located in countries outside the EU, can participate as associated partners, if applicable.

▶ **Associated partners**, i.e. institutions willing to be involved in the project without financially contributing are considered as associated partners, if applicable.

{ Further information on the **recommended geographical eligibility of beneficiaries** can be found in the Terms of Reference (ToR) of each call for proposals, available at the programme website. }



Location of activities (draft)

As a basic principle, the Interreg Greece-Italy Programme supports project activities that are implemented in the programme area.

Financing activities located outside Programme area

Possible in the context of cooperation Programmes, *in duly justified cases*:

- the activity and/ or event are *for the benefit of the Programme area*;
- the activity and/ or event are *essential for the implementation of the project*;
- the implementation and/ or the relevance of the activity and/ or the event have been *approved by the Programme beforehand*.

Further information on the recommended geographical eligibility of activities can be found in the Terms of Reference (ToR) of each call for proposals, available at the programme website.



Guide to Interreg Cross-border funding

WHAT MAKES A CROSS-BORDER PROJECT?

A cross-border project needs a partnership of at least 3 partners from 2 countries. Cross-border projects bring together more partners to cooperate on common needs and challenges on time, within scope and budget.

• Joint development (compulsory)

- All partners should contribute to the development of the project;
- Partners should define how the project will operate, i.e. joint development of objectives and outcomes, budget, timing and responsibilities for work packages and tasks to achieve the objectives;
- Partners should identify knowledge and experience that each one of them brings to the project, as well as what each partner expects to get from the project.

• Joint implementation (compulsory)

- The Lead Partner should bear the overall responsibility for the project. All partners should undertake responsibilities for different parts of the implementation;
- Each project partner responsible for a work package should coordinate and ensure that planned activities are carried out, interim targets are met and unexpected challenges to implementation are dealt with and ensure clear content-based links;
- Several partners may contribute to each work package.

• Joint financing

- The project should have a joint budget with funding allocated to partners according to the activities they are carrying out (the budget split should reflect partner responsibilities);
- The budget should include annual spending targets and spending targets per work package;
- In general, all partners should contribute with co-financing.

• Joint staffing

- All project partners should have a defined role and allocate staff to fulfill this role;
- Staff members should coordinate their activities with others involved in the activity or work package and exchange information regularly;
- There should be no unnecessary duplication of functions in different partner organizations.

All partners shall co-operate in:



All partners shall cooperate in at least one of the following ways:



Project duration

Projects should be concluded within **the period approved** after the signing of the Subsidy Contract (SC) between the Managing Authority and the Lead Partner.

This limit applies for the operative phase of the project and does not include the preparation phase.

The duration of projects should be in line with requirements set in the call-specific ToR. Shorter or longer implementation periods may be accepted if the project scope and planned activities justify this. However, a project cannot last longer than **the approved months** and have an end date after **31 December 2029**.



Projects that have started their implementation before the signing of the contract, and in any case after 1/1/2021, should not have been concluded before the application for funding at a specific Call for Project Proposals.



Guide to Interreg Cross-border funding

WHAT ARE THE GUIDING PRINCIPLES OF AN INTERREG PROJECT?

A cross-border project needs to follow a legal framework of rules, general eligibility rules for expenditure and EU horizontal policies.





Hierarchy of rules on eligibility of expenditure

Rules defined in EU legal framework

- **Regulation (EU) 2018/1046 (Financial Regulation)** on financial rules applicable to the general budget of the Union;
- **Regulation (EU) 2021/1060 (Common Provisions Regulation - CPR)** gives specific provisions on applicable law as well as on eligibility of expenditure;
- **Regulation (EU) 2021/1058 (ERDF Regulation)** gives specific provisions on the eligibility of activities under the ERDF;
- **Regulation (EU) 2021/1059 (Interreg Regulation)** where Articles 37 to 44 give specific provisions on eligibility of expenditure applicable to programmes of the European Territorial Cooperation goal;



Programme rules

Additional rules on eligibility of expenditure for the BalkanMed Programme:

- Established jointly in the GRIT Programme Monitoring Committee
- Apply to the GRIT Programme as a whole
- Without prejudice to the rules on EU level
- Set out in the Programme Manual

National rules

- For any other matters not covered by EU rules and Programme rules
- Stricter rules in areas prescribed by EU rules

Eligibility rules set out by the GRIT Programme must be respected.

All applicable EU and national rules, apart from eligibility of expenditure, are on a higher hierarchical level than rules set by the GRIT Programme and must therefore be followed (e.g. procurement law). In such cases, the beneficiary must follow the stricter applicable rule!



Eligibility of EU funding

GR-IT Eligibility period

Start date: **01 January 2021**

Final date: **31 December 2029**

GR-IT Eligible funding

EU Member States: ERDF funding

| Type of organization | Funding counted as | EU Co-financing rate | National Co-financing rate |
|--|--------------------|----------------------|----------------------------|
| Public bodies National, regional or local public authorities | Public | 75% | 25% |
| Bodies governed by public law as defined in Article 2(1) of Directive 2014/24/EU | Public | 75% | 25% |
| Bodies governed by private law - Non-profit | Public | 75% | 25% |

- | Effective application of State aid rules
- | Effective application of Branding & visibility rules
- | Effective mechanisms of Public procurement



General Eligibility Principles

Expenditure is eligible for funding when fulfilling all general eligibility requirements:

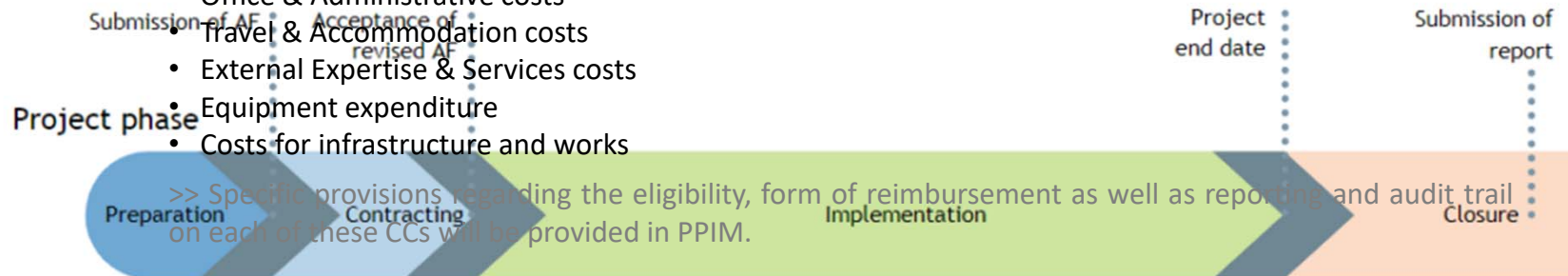
- ✓ **Be incurred and paid** (except for costs calculated as flat rates or lump sums) by a beneficiary **for implementing a project through actions** as identified in the latest **approved application form**, in the period **between the project start and end date**;
- ✓ **Be essential** for the achievement of the **project objectives/outputs** and it would not be incurred if the project is not carried out (additionality principle);
- ✓ **Relate to cost items** that did not receive support from other EU Funds or other contributions from third parties;
- ✓ **Comply with the principle of real costs** except for costs calculated as flat rates and lump sums;
- ✓ **Comply with the principle of sound financial management**;
- ✓ **Be registered in the beneficiary's accounts through a separate accounting system** or an **adequate accounting code** set in place specifically for the project;
- ✓ **Be not in contradiction with any specific eligibility criterion** applicable to the respective cost category;
- ✓ **Observe all relevant procurement rules**, if applicable;
- ✓ **Be validated by an authorised national controller**.



Project expenditure and applicable rules

Categories of costs

- Staff costs
- Office & Administrative costs
- Travel & Accommodation costs
- External Expertise & Services costs
- Equipment expenditure
- Costs for infrastructure and works



Real costs

Reimbursed with

Lump sum

> Project Beneficiaries commit and pay the expenditures. PBs justify expenditure by means of invoices or any other equivalent accounting document. PBs ensure that expenditure is referenced in an accounting system, and is based on the performance of works, services or supplies.

Simplified cost option (draft)

- > **Lump sum for preparation costs**
 - > **Flat rate for Staff costs** - flat rate of (up to) 20% of direct costs other than staff costs
 - > **Flat rate for Office & Administrative costs** - flat rate of (up to) 15% of eligible staff costs
 - > **Flat rate for Travel & Accommodation costs** - flat rate of (up to) 15% of eligible staff costs
- By applying the flat rate option**, the expenditures related are **not a subject to FLC verification** and the Project Beneficiaries do not need to document that the expenditure has been incurred and paid.
- 30 days payment of last Impl. Costs



Consistency with EU horizontal policies

Equal opportunities and non-discrimination

[Charter of Fundamental Rights of the European Union , Article 9 of Regulation (EU) 2021/1060, EU Web Accessibility Directive (EU) 2016/2102]

- Promotion of equal opportunities and non-discrimination between persons:
 - of different religious belief, political opinion, racial group, age, marital status or sexual orientation
 - with a disability and persons without
 - with dependants and persons without

Sustainable development

[UN Sustainable Development Goals, Paris Agreement & “do no significant harm” principle]

- Promotion of sustainable development:
 - environmental sustainability
 - economic sustainability;
 - social sustainability

Projects should follow an “**environmental sustainability by design**” approach

Equality between men and women

[Charter of Fundamental Rights of the European Union , Article 9 of Regulation (EU) 2021/1060]

- Promotion of equality between men and women

...during all phases of the project lifecycle, i.e. from its design and preparation to its implementation and reporting



Synergies & Complementarities / Capitalisation

SYNERGY
1+1=3

Synergies & Complementarities

What applicants are expected to do when developing projects?

- Research and take into account **existing outputs and results** developed by previous projects of Interreg Greece-Italy, as well as other Interreg programmes and EU financing instruments;
- Make use of valuable tools for **better coordination and synergies** and links to project databases (i.e. keep.eu);
- Become familiar with **relevant studies and evaluation reports** before designing the project intervention logic or developing the project work plan.



Capitalisation of results within Interreg Programmes

Capitalisation is the transfer or re-use of project results

How to identify your capitalization activities?

- Plan in advance, a **roadmap of possible actions** is strongly recommended;
- **Identify** in advance **who can reuse your results**: other projects, thematic Clusters, Communities, other funding schemes or institutional organisations (Public administration, NGOs, etc);
- **Link capitalization with communication activities** which can contribute to influence policy debate or transfer tools beyond the project area, ensuring that results have a lasting impact;
- Ensure **capitalization activities** are present in the Application Form, either clearly illustrated in the communication activities or in other thematic actions.

Why are applicants asked for Synergies & Complementarities and Capitalisation activities when designing projects?

- ✓ **increase the efficiency** of the Interreg Greece-Italy co-financing because it ensures that project ideas are innovative and not double-funded;
- ✓ **improve the effectiveness and impact** of cooperation projects when cross-border actions build on past achievements.



Guide to Interreg Cross-border funding

HOW TO BECOME PART OF A PROJECT?

Would you like to join an already existing partnership?

You can browse Interreg Greece-Italy Programme website for project ideas, and get in touch with the beneficiaries to offer your expertise and start cooperating.



=====

HOW TO FIND PARTNERS FOR MY IDEA?

Do you have an idea for a cross-border project but still lack the right partners?

Join our Programme events, discuss your idea and start your search for partners with the competences you need.



=====

WHERE TO FIND MORE INFORMATION?

If you are interested in our funding, you can apply in open calls for proposals.

Next one is expected to open in 2023.

For more information about our first call on ordinary project proposals and its Terms of Reference check regularly our Programme website.



Submission of a Project Proposal

Consultation of Cooperation Programme documents

All Applicants must refer to the Application Package and to all relevant documents for each Call for Project Proposals.

The original Application Package is provided only in electronic format on the Programme website

www.greece-italy.eu

- The **Cross-Border-Cooperation Programme Interreg VI-A 'Greece-Italy 2021-2027'**, as approved by the European Commission Decision C(2022)6578, dated 08.09.2022 - CCI 2021TC16RFCB019
- The 'Programme & Project Implementation Manual' (PPIM);
- The 'Project Selection Criteria' and its Guide;
- The 'Application Form Guide';
- The 'Specification of Budget Form Guide';
- The 'Application Documents'. For all application documents, *a standard form* is made available.
- Other guides and application documents.

Further information on the recommended application documents can be found in the Terms of Reference (ToR) and Application Package of each call for proposals, available at the programme website.

Partners are suggested to consult the applicable Community and National legislation.



Evaluation Procedure – Selection Criteria

A two step selection procedure of project applications

Evaluation Process

Stage A: Concept Note (CN) check – Project Proposal brief idea & CN Project Selection Criteria

- Project proposals (PPs) that do not meet the criteria are sorted out.
- The results of the on/off procedure will be validated by the MC.

Stage B: Project proposals check – Project Proposal & Project Selection Criteria

Phase B1: Administrative – Project Eligibility – Horizontal Policies check

- Project proposals that *do not meet* the administrative criteria are *sorted out*.

Phase B2: Quality Assessment

- Project proposals that *do not meet* the quality assessment criteria are *sorted out*.
- A *shortlist ranking* the proposals prepared by MA serves as a basis for considering the project decision by MC.
- The *results of Phase B1 and B2* of the assessment will be *validated by MC*.

Phase B3: Project Beneficiaries Eligibility check

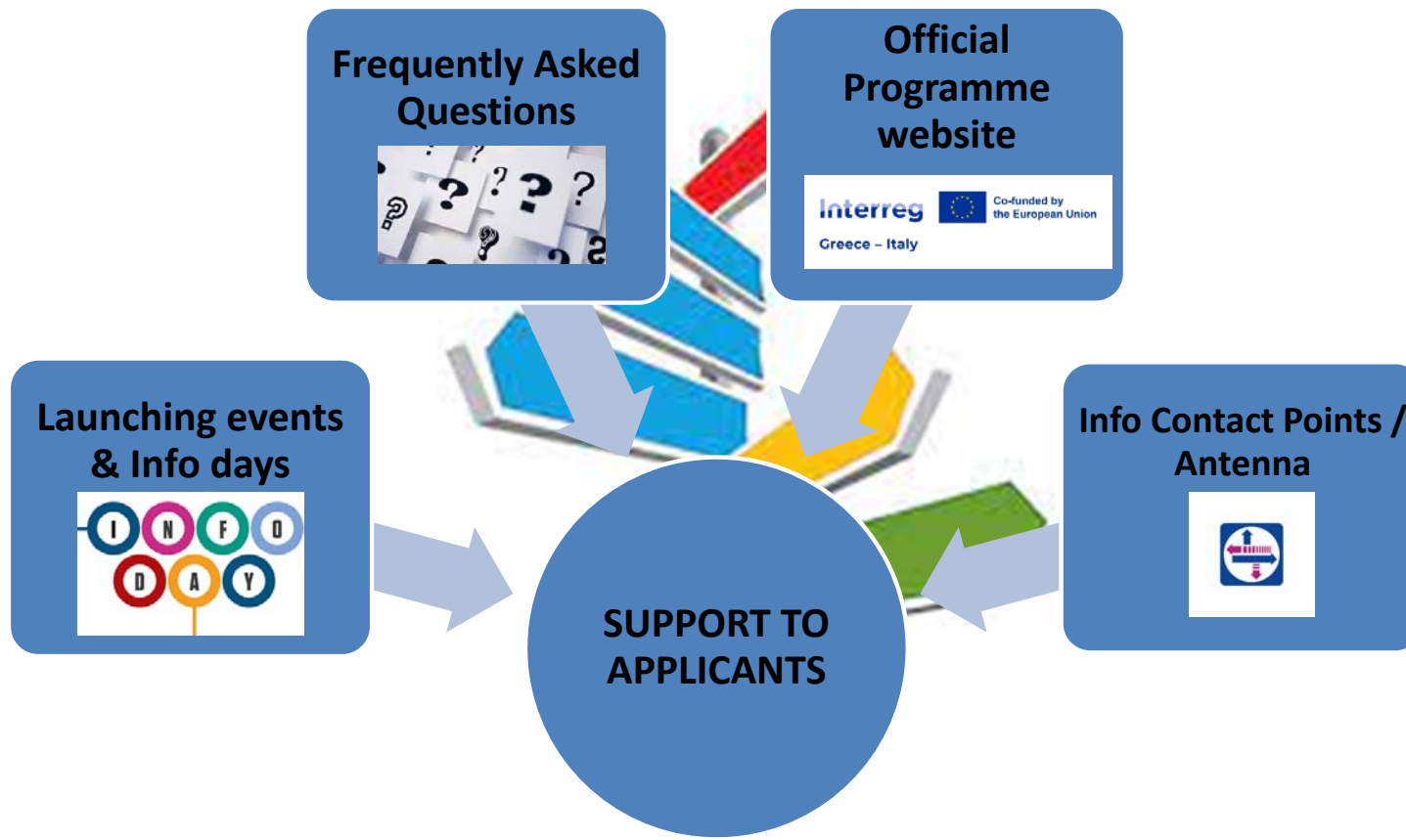
- Project proposals that *do not meet* the eligibility criteria are *sorted out*.
- The *results* of the assessment will be *validated by MC*.

Selection Process

The final decision on the projects to be funded will be taken by the MC of the Greece-Italy Programme. Complaint procedure applies in all Stages/ Phases. Contracting of the selected projects will follow.



Support to applicants



Interreg



Co-funded by
the European Union

Greece – Italy

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ΕΙΔΙΚΗ ΥΠΗΡΕΣΙΑ "INTERREG 2021-2027"
MANAGING AUTHORITY "INTERREG 2021-2027"



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