

Interreg



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Greece – Italy

Frequently Asked Questions: 1st Call for Project Proposals

Cross-Border-Cooperation Programme

Interreg VI-A 'Greece-Italy 2021-2027'

CCI 2021TC16RFCB019

Published on 22 January 2024

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1. Project Application

Q 1.1. What is the limitation for a Beneficiary to participate in project proposals? Does this limitation apply for a specific category of Beneficiary e.g. Lead Beneficiary or Beneficiary?

A. 1.1. A potential Beneficiary may participate up to five (5) Project Proposals in total for this Call. The above limit applies to all types of Beneficiaries (LB, PB) considered as a unique structure (not as single Units/Departments) and it is applied at Call level – not at Priority or Specific Objective level. In case a potential Beneficiary applies to more than 5 Project Proposals, then the first 5 proposals submitted via MIS will be assessed.

Q 1.2. If we will participate in more than five (5) project proposals, which will be the consequences? Will all the project proposals in which we will participate be rejected?

A. 1.2. In case a potential Beneficiary participates in more than five (5) proposals, not all Project Proposals will be rejected. The time of each Project Proposal submission via MIS is the criterion. The first five (5) Project Proposals submitted via MIS will be assessed, the other(s) will be rejected and not be assessed.

Q 1.3. Can a person other than the legal representative sign the Concept Note (vice-president, head of department ...)?

A 1.3. The Concept Note should be signed by the legal representative of the Lead Beneficiary's organisation. Still, if the legal representative's substitute has a legal ability to sign the official documents, then it can be done by the substitute. In this case, you should provide us an official letter confirming that the substitute is empowered to sign the official documents.

Q 1.4. Is it obligatory to accompany the Concept Note with a Letter of Intent and/or an official decision of the Beneficiary's supervisory board allowing the participation in a Project proposal?

A 1.4. Each participant is obliged to follow their own rules of procedures regarding such issues. It is not obligatory to accompany the Concept Note with a Letter of Intent and/or such a decision. However, it is suggested to all Beneficiaries – at their discretion - to sign a 'Letter of Intent'. This document can be retained to the project proposal folder of the Lead Beneficiary for ensuring each Beneficiary's interest and support to the project and the authorization to the LB to submit the project proposal.

Q 1.5. Are the submitted project proposals evaluated per Priority or per Specific Objective?

A 1.5. The submitted project proposals are evaluated and ranked per Specific Objective. Beneficiaries may submit more than one project proposal at the same Specific Objective. In this case, in which the same organization is participating in more than one project proposal, the proposals are competitive.

Q 1.6. Do we have to select only one Specific Objective or can we submit a proposal in more than one?

A 1.6. Project applicants are invited to submit their Project application under one of the Specific Objectives of the Programme. The Project objectives and the proposed activities shall be clear and in-line with the Programme Priorities and both shall have an impact on the Greece-Italy area. Each Project is asked to select those indicators that will fit best to the particular planned results and outputs of the Project. Therefore, a Project applicant can apply a Project proposal only under one Specific Objective.

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Q 1.7. About the financial capacity how you will check it? What are the criteria which we have to respect?

A 1.7. Each Project Beneficiary must submit specific documents when creating MIS profile for getting MIS Body code to prove its eligibility and administrative and financial capacity. The partnership scheme and the administration and financial capacity of the Project Beneficiaries are part of the evaluation procedure at STAGE B, based on relevant Project Selection Criteria.

Q 1.8. CONCEPT NOTE: how many pages? How many characters per text field?

A 1.8. As far as the length of the Concept Note is concerned, there is no word or character limit on the length of the Concept Note. Nevertheless, in general, all parts in the Concept Note must be answered concise and comprehensive.

Q 1.9. In the first page of the concept note, there is the box of "Signature & Authentication". What does the authentication stand for? the stamp of the organisation?

A 1.9. The field 'Authentication' is for the stamp of the organization if signed by hand or space for the electronic signature.

2. Eligibility of Beneficiaries

Q 2.1. Who can be considered as eligible and therefor may participate in a project proposal?

A. 2.1.

Eligible Beneficiaries

In principle, Interreg Greece-Italy Programme supports Beneficiaries coming from GR-IT Programme Area. For Greece, eligible are the Regions of Western Greece, Ionian Islands and Epirus (all Prefectures). For Italy, eligible are the Regions of Puglia (all Provinces), Basilicata (Province of Matera) and Reggio Calabria (Provinces of Catanzaro, Cosenza, Crotona and Reggio di Calabria).

Please consult the Implementing Provisions of the Programme [here](#).

Eligible categories of Beneficiaries

The following categories of Beneficiaries may be considered as eligible:

- a) national, regional or local public bodies
- b) bodies governed by public law (as defined in Article 2(4) of Directive 2014/24/EU)
- c) bodies governed by private law, non profit
- d) international organizations
- e) European Grouping of Territorial Cooperation (EGTC).

Please consult the Terms of Reference of the 1st Call (see §5).

SMEs / Profit making organisations are not eligible in this Call.

At STAGE A Beneficiaries are asked to declare their eligibility and provide relevant information via Concept Note. The eligibility check of a potential partner is part of the evaluation procedure. It will take place during STAGE B/ PHASE B3 of evaluation, based on the Project Selection Criteria.

Q 2.2. Are Organisations/ Bodies located outside Greece-Italy area eligible for participating in a project proposal?

A 2.2. In principle, to become a project beneficiary, the legal address of the beneficiary's organisation has to be located in the eligible area of the Programme with the exception of:

- a) organisations located outside the Programme area but having local/regional subsidiary/branch office established in the Programme area (operating for the last 12 months from the date of the submission of the Application Form);
- b) bodies of the central government located outside the Programme area (e.g. Ministries or other governmental authorities with specific competencies on national level);
- c) organisations located outside the Programme area but inside the Member States participating in the cross-border Programme if their participation in the project brings added value and expertise to its implementation and benefits the Programme cooperation area.

Therefore, each potential Beneficiary should examine whether they fall into one of the three categories mentioned above.

Q 2.3. Are Universities located outside Greece-Italy area eligible for participating in a project proposal?

A 2.3. Additionally to Q 2.2, regarding Universities that are located outside the Programme area and wish to participate as Beneficiaries, they should:

- demonstrate that they fall into the third case (see Q2.2), i.e., their participation adds value and expertise to the implementation of the Project and benefits the Programme cooperation area,
- meet the requirement that ‘in principle, all activities of a project should take place within the Programme area’.

Each applicant participates in a Project proposal on its own account. In any case, the eligibility check of a potential Beneficiary is part of the evaluation procedure. At STAGE A Beneficiaries are asked to declare their eligibility and provide relevant information via Concept Note. The eligibility check of a potential partner is part of the evaluation procedure. It will take place during STAGE B/ PHASE B3 of evaluation, based on the Project Selection Criteria.

Q 2.4. Are Organisations/ Bodies located outside Greece-Italy area, that do not fall in category a and/or b of Q2.2./A.2.2., eligible for participating in a project proposal?

A 2.4. Additionally to Q 2.2, regarding other Organisations/ Bodies that are located outside the Programme area and wish to participate as Beneficiaries, they should:

- demonstrate that they fall into the third case (see Q2.2), i.e., their participation adds value and expertise to the implementation of the Project and benefits the Programme cooperation area,
- meet the requirement that ‘in principle, all activities of a project should take place within the Programme area’.

Each applicant participates in a Project proposal on its own account. In any case, the eligibility check of a potential Beneficiary is part of the evaluation procedure. At STAGE A Beneficiaries are asked to declare their eligibility and provide relevant information via Concept Note. The eligibility check of a potential partner is part of the evaluation procedure. It will take place during STAGE B/ PHASE B3 of evaluation, based on the Project Selection Criteria.

Q 2.5. Translated Question - I would like to ask you if an academic body based in Athens can participate in this action. In the presentation you made at Infoday I see that you mention specific areas of Western Greece and some new additions to Italy. But what about the rest of Greece? [Θα ήθελα να σας ρωτήσω εάν ένας ακαδημαϊκός φορέας που έχει ως βάση την Αθήνα μπορεί να συμμετάσχει στη συγκεκριμένη δράση. Στην παρουσίαση που κάνατε στο infoday βλέπω ότι αναφέρετε συγκεκριμένες περιοχές της Δυτικής Ελλάδας και κάποιες νέες προσθήκες στην Ιταλία. Τι ισχύει όμως για την υπόλοιπη Ελλάδα;]

A 2.5. Please consult Q2.1, Q2.2 and Q2.3.

Q 2.6. Can a Greek University external to the Programme Area participate as a partner to the first call for proposals of common projects? Can a Consortium of Greek Universities not all in the Programme Area participate as a partner to the first call for proposals of common projects?

A 2.6. Please consult Q2.2 and Q2.3.

Note that each University must participate as a sole Beneficiary.

Q 2.7. Under which conditions an EGTC may be considered as eligible?

A. 2.7. An Eligible EGTC must be governed by the law of one of the participating countries where the EGTC has its registered office. EGTC located outside the Programme area and not registered in one of the Member States participating in the cross-border Programme is not eligible for funding. An EGTC cannot be a sole beneficiary of a project proposal.

Q 2.8. Under which conditions an International Organization may participate in this Call for Proposals?

A. 2.8. International Organizations, registered under the national law of the Partner States of the Programme, can be considered as eligible if they fulfil the criteria foreseen for the non-profit bodies governed by private law. International Organizations operating under international law are not eligible.

Q 2.9. Which is the level of eligibility for Universities?

A 2.9. Universities may participate in Greece-Italy Programme at University level. Also, please consult Q1.1.

Q 2.10. Are SME's/ Profit-making Organisations eligible?

A 2.10. SMEs/ Profit-making Organisations are not eligible for direct financial support in this Call. They can only benefit from guidance and other type of support and consultancy throughout cooperation schemes with research institutions.

3. Eligibility of Expenditure & Financing

Q 3.1. What is project expenses eligibility period?

A. 3.1. The project eligibility period starts with the signature of the Subsidy Contract and lasts until the end date of the project.

However, in case of project activities started their implementation before the signing of the Subsidy Contract, and in any case after 01/01/2021, should not have been concluded before the application for funding at STAGE B of this Call, in order to be eligible.

Overall, the expenses eligibility period starts at January 1st 2021 and ends on December 31st 2029 for Greece-Italy Programme.

Q 3.2. We represent a small nonprofit organization with limited financial resources. In case of the approval of the project proposal in which we will participate, are we entitled to receive a pre financing and up to which amount?

A. 3.2. All categories of Beneficiaries are entitled to receive a pre financing after signing the Subsidy Contract and the Partnership Agreement.

All categories of Beneficiaries from Greece will receive pre financing from the Public Investment Programme.

All categories of Beneficiaries from Italy will not receive pre financing. They will receive ERDF reimbursement from the Accounting Authority of the Programme and the relevant national co financing from the Italian National Authority, according to the progress of Project Implementation.

Q 3.3. We represent a small nonprofit organization with limited financial resources. In case of the approval of the project proposal in which we will participate, are we obliged to cover the national co financing from our own budget? If not, who will be responsible to cover the national co financing?

A. 3.3. All types of Beneficiaries are entitled to receive the national co financing, during the Project Implementation and after signing the Subsidy Contract and the Partnership Agreement.

All categories of Beneficiaries from Greece will receive the national co financing from the Public Investment Programme.

All categories of Beneficiaries from Italy will receive the national co financing from the Italian National Authority, following the ERDF reimbursement from the Accounting Authority. After Italian Beneficiaries receive the ERDF reimbursement, the JS will inform the Italian National Authority in order to proceed with the reimbursement of the national co-financing to the LB, in case LB is Italian. Otherwise, if the LB is Greek, the Italian National Authority will pay directly to the beneficiaries.

Q 3.4. Are the preparation costs eligible? What is the limitation? Does the limitation apply on Beneficiary or on a Project level? They will be calculated on Real Cost or on Simplified Cost bases?

A. 3.4. Costs within the budget lines “staff costs, travel and accommodation costs and external expertise and services”, which have been incurred for the preparation of the project, are eligible for funding if they do not exceed the amount of €30.000 at project level and should be calculated on Real Cost basis.

Q.3.5 Translated question- In the project development presentation, the following is stated about preparation costs. Specifically, the following paragraph is mentioned:

".....a commitment decision for them between 1st of January 2021 and the date of submission of the Application Form."

How is the "commitment decision" documented in the case of a Municipality that wants to assign the preparation of a proposal to an external expertise? Is it the decision of the Municipal Council? The Economic Committee? [Στην παρουσίαση της ανάπτυξης έργου αναφέρεται το εξής για τα preparation costs. Ειδικότερα αναφέρεται το εξής εδάφιο:

".....a commitment decision for them between 1st of January 2021 and the date of submission of the Application Form."

Το "commitment decision", πως αποτυπώνεται ως έγγραφο στην περίπτωση ενός Δήμου που θέλει να αναθέσει σε ένα εξωτερικό συνεργάτη την προετοιμασία φακέλου πρότασης; Είναι η απόφαση Δημοτικού Συμβουλίου; Οικονομικής Επιτροπής;]

A.3.5. For the above external expertise services, the process of public contract award must be followed according to the applicable legislation. Therefore, a signed contract, an Award Decision, etc. could be considered as a commitment decision.

Q.3.6. Do preparation costs need to be declared in a separate Work Package or in a specific Deliverable? Can invoices for preparation costs be issued after the project is approved?

A.3.6. The provision for the preparation costs are set out in the Programme & Project Implementation Manual.

Preparation cost must be included in the Application Form/Stage B in the Deliverable 1X1 "Preparation Activities" (where X is the number of the beneficiary).

The services or activities must be implemented and there must be at least a commitment decision for them between 1st of January 2021 and the date of submission of the Application Form. The related invoices and payments could be issued and made after the project is approved. The payments for preparation costs should be included preferably in the first request for verification.

Q 3.7. Is it possible to create additional budget lines?

A 3.7. No, Project budgets must be structured according to the following predefined six (6) budget lines:

- 1) Staff costs
- 2) Office and administrative expenditure
- 3) Travel and accommodation costs
- 4) External expertise and services costs
- 5) Equipment expenditure
- 6) Infrastructure and works

At STAGE A, for the Submission of Concept Note on MIS, there is **an additional Budget Line ‘Cost based on Concept Note’**, which you need to select **ONLY ON MIS Application Form**, exclusively. This is required solely for technical reasons at STAGE A and applicants should fill in the **total budget** of the proposed project in this Budget Line. For more information, please consult MIS Guides.

Q 3.8. Is it possible for a Project Beneficiary to choose different method of cost calculation for staff costs, for office and administration costs and for travel and accommodation?

A 3.8. Each project partner must select a method of cost calculation (flat rate basis or real cost basis) for staff costs, for office & administration costs and for travel & accommodation. Different methods may be chosen.

Q 3.9. Is VAT an eligible expense?

A 3.9. VAT is eligible expense for all projects with budget under 5.000.000€ for all types of beneficiaries.

Q 3.10. Are there any limitations regarding the distribution of budget among the Work Packages?

A 3.10. Specific budget limits are defined in the Terms of Reference of the 1st Call for Project Proposals and in Programme & Project Implementation Manual/ Section B: Project Development and must be respected by all Project Beneficiaries.

Q 3.11. Are there any travel, accommodation and DSA rates per country that need to be taken into consideration when developing the project budget?

A 3.11. These rates are defined by the national law in each country participating in the Greece-Italy Programme, and may vary according to the legal status of each Project partner.

Q 3.12. What is the difference between ‘Equipment’ and ‘Infrastructure & Works’ budget lines?

A 3.12. The budget line ‘Equipment costs’ refers to expenditure for the financing of equipment purchased, rented or leased by a partner, necessary to achieve objectives of the project.

The budget line ‘Infrastructure & Works costs’ refers to expenditure for the financing of infrastructure and construction works related to investments in infrastructure that do not fall into the scope of other budget lines.

Q 3.13. What are approximately the costs for FLC? How should the expenses for controllers be declared?

A 3.13. Greece has a centralized FLC system, so no FLC costs are foreseen in Project proposal.

Italy opts for a decentralised FLC system. For the exact rates, please contact Joint Secretariat. FLC costs shall be allocated in WP1, in a separate deliverable 'Deliverable x.x.x – Cost item: Audits for the verification of expenditure – external auditors (First Level Control)' under BL "External Expertise and Services Costs".

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Q 3.14. With regard to preparation costs, how does the programme require them to be justified? For example, in the case of a trip, by stating the reason for the trip on an invoice?

A 3.14. Further to section 3 – Eligibility of expenditures/ Preparation Costs: Q3.4, Q3.5, Q3.6), for the needs of STAGE A you can consult the Programme & Project Implementation Manual (PPIM/ § g. Special Categories of costs and budget limits).

Details on Specification of Budget Costs and its guide will be provided at STAGE B for the proper completion of the relevant document. In addition, Unit C will issue guidelines for project implementation and eligibility of costs for Interreg Programmes in due time.

Q 3.15. Could the salary of the members of the board may be eligible expenditure? If yes what are the general rules to follow?

A 3.15. As far as the eligibility of the salary of the members of the board is concerned, all project beneficiaries must ensure that EU rules, Programme rules and National rules are respected. In general, staff costs must relate to activities which the beneficiary organization would not carry out if the project was not undertaken (see §iv. Building a project budget/ §g. Staff costs of PPIM). Therefore, it seems that the salary of members of the board is not eligible as such. Overall, all expenditure are checked and verified by First Level Controllers - an independent body or external legal auditor in relation also with the organisation's statute, rules and procedures for appointing members of board etc., based on the approved Application Form and relevant guidance on management verifications of Greece-Italy Programme.

4. Project Development

Q4.1 ONLY FOR GREEK BENEFICIARIES - Can Municipalities, Universities and other bodies conclude Programming Agreements (προγραμματικές συμβάσεις) in Greece-Italy Programme?

A4.1 The case of assuming responsibility for the implementation of a Project instead of the owner of the project, by another body, is provided for in Article 8, point 3 of the YPASYSYD of INTERREG Programmes 2021-2027 (Government Gazette 3281/Issue B'/17.05.2023), as follows:

"In the cases of actions for which the responsibility for the implementation of the action is assumed by another entity as beneficiary instead of the project owner on the basis of a programming agreement, in accordance with article 44 of Law 4412/2016, as it applies each time, the eligible costs are paid for the act by the project owner or by the beneficiary, depending on what is specified in the programming contract,...".

Furthermore, the YPASYSYD lists in detail (points a to h) the conditions that must be met in order the relevant Programming Agreement and the costs derived from it to be eligible.

In addition, article 44 of Law 4412/2016 states that:

"Article 44. Technical competence of contracting authorities in public works contracts and studies

1. The contracting authorities who judge that they do not have technical competence or their technical competence is incomplete, may in particular:

a) enter into programming agreement, within the meaning of paragraph 6 of Article 12, for concluding, supervising and overseeing a public procurement for work or study,

b) conclude contracts for the provision of technical services within the meaning of article 52

and

c) be supported by the EKAA of par. 1a of article 41 in the context of its exercise of ancillary purchasing activities.

3. The contracting authority is responsible to the project owner for the proper performance of its duties and to third parties it is jointly and severally liable with the project owner. If the programming agreement does not specify otherwise, it represents the project owner in court and out of court against third parties during the exercise of its duties until the end of the contract. The ruling bodies are determined by the programming agreement."

Therefore, from the above it is clear that the conclusion of Programming Agreements is allowed **only in cases in which conditions of Article 44 of Law 4412/2016 are met and exclusively for the services described in paragraph 1a of Article 44.**

More specifically, the following should apply **cumulatively**:

a) **documented non-existence or inadequate existence of Technical Competency** of a Contracting Authority/ potential Beneficiary,

b) assumption of responsibility by another body, exclusively for the services referred to in Article 44 par.1, i.e. **"for concluding, supervising and overseeing a public procurement for work or study"**, and not for the provision of other services.

In any case the body that assumes responsibility can not, be a contractor for part or the whole of the works or studies.

The potential Beneficiary should document, during the submission of the proposal in Stage B, the need to conclude a Programming Agreement in the context of the above.

Q 4.2. We would like to ask if our body could include in its participation a programming agreement with a university's lab or a university's institute. If the answer is positive, is there a financial limit?

A 4.2. Please consult Q4.1.

Q 4.3. Translated Question - From Greek side, we want to enter into a Programming Agreement between the Municipality and the University, so that the University will support actions that will be implemented in the geographical unit of the Municipality (the Municipality will be the main partner of the project). In this case, in the supporting documents of the project, there should be approval of the Programme plan by the University Authority and by the Municipal Council of the respective Municipality? In other words, does what was true in 2014-2020 also apply to Programming Agreement?

[Από την ελληνική πλευρά θέλουμε να συνάψουμε προγραμματική συμφωνία μεταξύ Δήμου & Πανεπιστημίου, ώστε το Πανεπιστήμιο να υποστηρίξει δράσεις που θα υλοποιηθούν στη γεωγραφική ενότητα του Δήμου (ο Δήμος θα είναι επικεφαλής εταίρος του έργου). Σε αυτή την περίπτωση, στα δικαιολογητικά του έργου θα πρέπει να υπάρχει και από την Αρχή του Πανεπιστημίου & από το Δημοτικό Συμβούλιο του αντίστοιχου Δήμου, έγκριση του σχεδίου της Προγραμματικής; Ισχύει δηλαδή ό,τι ίσχυε και στο 2014-2020, για τις Προγραμματικές Συμβάσεις;]

A 4.3. Please consult Q4.1.

Q 4.4 If a project provides activities and addresses expected results and indicators for more than one specific objectives, as mentioned in the Call and the Programme & Project Implementation Manual and in other Programming documents, will be rejected because of the term in the Call “..Project applicants are invited to submit their Concept Note under one of the specific objectives of the Programme..”?

A 4.4. Project applicants are invited to submit their project application under one of the specific objectives of the Programme. The project objectives and the proposed activities shall be clear and in-line with the Programme priorities and both shall have an impact on Greece-Italy area. Each project is asked to select those indicators that will fit best to the particular planned results and outputs of the project. Therefore, a project applicant can apply a project proposal only under one specific objective.

Q 4.5. Is it mandatory to select the targeted territory from the beginning of the proposal? If yes, is there any limitation on the number of territories that we should select?

A 4.5. The description of targeted territories is an integral part of the proposal and shall be evaluated as such. No limitations on the number of territories apply.

Q 4.6. Is it eligible as a capitalization action to widely implement already co-funded tools demonstrating added value and transfer potential?

A 4.6. Capitalisation is welcome. However, there must be no double-financing.

Q 4.7. Can an NGO with relatively low balance sheets participate in the Greece-Italy Programme as Beneficiary?

A 4.7. Each Project Beneficiary must submit specific documents to prove its eligibility and administrative and financial capacity. The partnership scheme and the administration and financial capacity of the Project Beneficiaries are part of the evaluation procedure at STAGE B.

Q 4.8. Are there any specific criteria, in order to appoint a Lead Beneficiary?

A 4.8. Lead Beneficiary 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 Interreg Regulation) and will sign a Subsidy Contract with the Managing Authority.

The Lead Partner must

- be located in one of the Greece-Italy MemberStates;
- be a legal entity;
- hold a dedicated bank account for the project;
- be legally able to transfer funds to foreign countries;
- have a technical and financial capacity and competency to manage the proposed common project.

Q 4.9. What should the time-span of projects be?

A 4.9. The maximum duration of a Project should be 24 months. There is no minimum limit. In any case, the time-plan of the Project is part for the evaluation procedure at STAGE B.

Q 4.10 In case there are no actions outside the Programme area, should WP6 be left blank?

A 4.10 In such case the Project may have four (4) thematic Work Packages (WP 3,4,5,6), if required, additional to the obligatory WP1 - Project Management & Coordination and WP2 – Project Communication & Dissemination.

Q 4.11 Is it mandatory the Project proposal to contribute to all Programme Output Indicators for the relevant Specific Objective?

A 4.11 Project applicants are invited to submit their Project application under one of the Specific Objectives of the Programme. The Project objectives and the proposed activities

shall be clear and in-line with the Programme Priorities and both shall have an impact on the Greece-Italy area. Each Project is asked to select those indicators that will fit best to the particular planned results and outputs of the Project. Therefore, a Project applicant can apply a Project proposal only under one Specific Objective and select only the best suitable indicators (see Programme Output & Result Indicators Guide). In any case, each Project is treated as a whole and shall be evaluated as such.

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Q 4.12. We would like to know what kind of information we should provide to give evidence of the added value that we bring to the project. Is it sufficient if this information is explained in the Concept note or do you expect something else?

A 4.12 The evidence of the added value and benefits to the Programme cooperation area is up to each Beneficiary. Such evidence should be clear in the Concept Note, in which each Beneficiary needs to explain - as the Beneficiary deems necessary - why the Beneficiary's expertise cannot be found among the Beneficiaries in the eligible area of the Programme. However, in case the project is positively assessed for submission at STAGE B, then each Beneficiary needs to provide further details.

Q 4.13. What are the documents proving the existence of a branch in the eligible area?

A 4.13 Documents providing evidence for the existence/operation of branch

- ✓ (FOR BRANCH ONLY) Official document for the establishment/registration of a branch issued by the competent Public Authority (e.g. Tax Service of the respective country)

And additionally :

- ✓ (FOR BRANCH ONLY) Copy of the rental contract, submitted to and validated by the respective Public Authority (e.g. Tax Service of the respective country)
- ✓ (FOR BRANCH ONLY) Payroll sheet, validated by the competent Public Authority (e.g. Ministry of Labour)
- ✓ (FOR BRANCH ONLY) Operational costs bills (e.g. electricity, telephone etc.)
- ✓ (FOR BRANCH ONLY) Operating regulation, approved by the competent administrative body of the organisation

Q 4.14. Translated Question -

• Whether the Programming Agreement should be signed before the submission of the proposal, or is it sufficient to declare a part of the project and submit a draft Programming Agreement • If the counterparty to the Programming Agreement (other than the principal and partner of the proposal) falls within the limitation of participation and submission of up to 5 proposals within the framework of the 1st Call of the Interreg Greece – Italy Programme 2021-2027 • What are the exceptional cases (Article 8, §3) in which a Programming Agreement can be signed and notified to the programme after the inclusion of a project, as stated in the relevant HY.

• *Εάν η προγραμματική σύμβαση θα πρέπει να έχει υπογραφεί πριν από την υποβολή της πρότασης ή αρκεί η κατά δήλωση υλοποίηση τμήματος του έργου και η υποβολή σχεδίου προγραμματικής σύμβασης*

• *Εάν το αντισυμβαλλόμενο μέρος της προγραμματικής σύμβασης (πλην του κύριου και εταίρου της πρότασης) εμπίπτει στον περιορισμό της συμμετοχής και υποβολής έως και 5 προτάσεων στο πλαίσιο της 1ης Πρόσκλησης του Προγράμματος Interreg Ελλάδα – Ιταλία 2021-2027*

• *Ποιες είναι οι κατ' εξαίρεση περιπτώσεις (Άρθρο 8, §3) που μπορεί μια προγραμματική σύμβαση να υπογραφεί και να γνωστοποιηθεί στο πρόγραμμα μετά από την ένταξη ενός έργου, όπως αναφέρεται στη σχετική Υ.Α.*

A 4.14 Further to section 4 – Project Development/ Q4.1, as far as the limitation of 5 project proposals is concerned, we would like to clarify the following:

- ✓ in case of operations for which another body takes over completely the responsibility of the project implementation instead of the competent body, then this body is declared as Project Beneficiary in the Application Form and in this case applies the rule of 5 Projects per Beneficiary.
- ✓ In case of operations for which another body takes over partly the responsibility, then the rule of 5 Projects per Beneficiary does not apply.

Also, a Programming Agreement can be signed after the MC approval decision only in exceptional justified cases. For that, please consult the Programme & Project Implementation Manual (PPIM/ § Other modifications/ b) Modifications related to special cases of take over).

Q 4.15. Translated Question - If an organization that is outside the eligible area participates in the partnership but has unique elements that are not found in organizations within the eligible area and contributes significantly to the project, are there specific parameters that will be taken into account during the evaluation and specific supporting documents to prove it? Furthermore, if in the evaluation phase it is considered that it is not a unique organization and is rejected, is the whole scheme and proposal rejected or can it be replaced by another partner?

Εάν σε ένα συνεργατικό σχήμα συμμετέχει ένας οργανισμός ο οποίος βρίσκεται εκτός της ζώνης των δικαιούχων αλλά έχει μοναδικά στοιχεία που δεν εντοπίζονται σε οργανισμούς εντός ζώνης και προσφέρει σημαντικά στο έργο υπάρχουν συγκεκριμένες παράμετροι που θα ληφθούν υπόψη κατά την αξιολόγηση και συγκεκριμένα δικαιολογητικά που το αποδεικνύουν; Επιπλέον, εάν στη φάση της αξιολόγησης θεωρηθεί πως τελικά δεν αποτελεί μοναδικό οργανισμό και απορριφθεί, απορρίπτεται ολόκληρο το σχήμα και η πρόταση η μπορεί να αντικατασταθεί από άλλον partner;

A 4.15 Further to section 2 - Eligibility of beneficiaries/ Q2.1, Q2.2, Q2.3, Q2.4), in case of participation in a project proposal of an organization/university/other body located outside the eligible area, we would like to inform you that there are not specific documents needed to be submitted to support the eligibility of the relevant Beneficiary. Each potential beneficiary should document it in any way deemed necessary.

Overall, if a Beneficiary is found to be ineligible during the evaluation, then the entire proposal is rejected.

Each applicant participates in a Project proposal on its own account. In any case, the eligibility check of a potential Beneficiary is part of the evaluation procedure. At STAGE A Beneficiaries are asked to declare their eligibility and provide relevant information via Concept Note. The eligibility check of a potential partner is part of the evaluation procedure. It will take place during STAGE B/ PHASE B3 of evaluation, based on the Project Selection Criteria.

Q 4.16. Are Associated Beneficiaries eligible in the 1st Call of Project Proposals of common projects?

A 4.16 The participation of Associated Beneficiaries (i.e. without budget beneficiaries) is not applicable in the 1st Call of Greece-Italy Programme.

Q 4.17. We know that Each beneficiary may submit up to 5 Project Proposals in the present Call like LB or PB, but is it possible to be involved in further projects through specific contract for external expertise and services?

A 4.17 Further to section 1 – Project Application/ Q1.1, Q1.2), as for External Expertise Services is concerned, the process of public contract award must be followed according to the applicable legislation. When awarding external expertise and service contracts, all project beneficiaries must ensure that EU and national rules on public procurement are respected, in accordance with the amount of the contract. All contracts must comply with the basic principles of transparency, non-discrimination and equal treatment.

Q. 4.18 May we change the partnership proposed in the concept note during the Phase B?

A. 4.18 No, it is mandatory to have the same partnership proposed both in Stage A: Concept Note and Stage B: Application Form, unless you receive different recommendations from the MA/JS.

Q. 4.19 May we change the budget proposed in the concept note during the phase B?

A. 4.19 The budget shall remain the same in both Stages, unless you receive different recommendations from the MA/JS.

5. MIS/ Other issues

Q 5.1. Is there a partner search platform for Greece-Italy Programme?

A 5.1. Please click here <https://www.greece-italy.eu/project-ideas/>