|  |
| --- |
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**Step 2**

**INTERREG VB NWE Application Form**

# A. PROJECT SUMMARY

**Project identification**

|  |  |  |  |
| --- | --- | --- | --- |
| Project title |  | | |
| Project acronym |  | Project Number | *Automatic* |
| Name of the lead partner organisation in English | *Automatically filled in from part B* | | |
| Project duration in months |  | | |
| Start date |  | | |
| End date |  | | |
| Programme priority | *Select from drop-down* | | |
| Programme priority specific objective | *Select from drop-down* | | |

**Project summary**

|  |
| --- |
| Please give a short description of the project in the four languages of the Programme: Issue:   * Which issue/challenge will the project address? * Where will the project address it (territory)?   Change:   * What is the current trend in the field? How much will the project change the current situation (please quantify the objective in volume or value)?   Outputs:   * Which main outputs/pilots/investments will the project produce to achieve this change?   Long term effects:   * How and where does the project plan to sustain and roll-out its main outputs/pilots/investments after the end of the project? |
| *In English [2,000 characters]* |
| *In Dutch [2,000 characters]* |
| *In French [2,000 characters]* |
| *In German [2,000 characters]* |

**Total indicative budget envisaged (including investments)**

(Step 1 table, read-only in Step 2)

|  |  |  |  |
| --- | --- | --- | --- |
| **Total indicative budget envisaged** | | | |
| Total budget |  | Total ERDF budget |  |
| **Total indicative budget for Investments** | | | |
| Total budget Investments |  | Total ERDF budget Investments |  |

**Project financing table** (automatically generated from partner budget sections)

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Partner** | | | **Programme co-financing** | | | **Contribution** | | | **Total eligible** |
| Partner | Partner abbreviation | Country | ERDF | ERDF co-financing (percent) | Percentage of total ERDF | Public contribution | Private contribution | Total contribution |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| Sub-total for partners inside | | |  |  |  |  |  |  |  |
| Sub-total for partners outside | | |  |  |  |  |  |  |  |
| Total | | |  |  |  |  |  |  |  |

**Project main outputs** (automatically generated from the list of work packages section)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Programme output indicators** | **Project output indicators targets** | **Measurement unit** | **Project main output quantification target** | **Project main output number** | **Project main output title** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**Workplan overview**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **WP** | **Type** | **Title** | **Partner in charge** | **Total budget** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Project partners overview**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Partner nr** | **Name of the organisation** | **Abbreviation** | **Total ERDF budget** | **Total budget** | **Country** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| Sub-total for partners inside | | |  |  |  |
| Sub-total for partners outside | | |  |  |  |
| Total | | |  |  |  |

**Project map**

**Note:** *The map of the project partners will be automatically generated if the partners have their location set in detail page.*

# B - PARTNERSHIP

**Partner list** (automatically generated from the list of partners section)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Number** | **Name** | **Country** | **Inside Programme area** | **Abbreviation** | **Role** | **Associated to** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

**Partnership description**

|  |
| --- |
| **Who is in the partnership?**  Describe the partnership and explain its relevance to achieve the project objective:   * Which types of organisations, from which territory, will be working together? * How are roles distributed? Who does what? |
| *(4000 characters)* |

In step 2 read only

|  |
| --- |
| **Strategic concept of the partnership?**   * What kind of organisations does the project require? * Where are these competencies in North-West Europe? * How should roles be distributed? Who should do what? |
| *(4000 characters)* |

|  |
| --- |
| **Who is associated to the project and assists the partnership?**  If organisations have committed to helping the partnership reach the project objective, describe their competencies and how they will contribute to the project:   * What geographic scope do they cover? * What political scope, if any, do they have? * How are they involved in the partnership? |
| *(4000 characters)* |

**Partner description**

|  |  |  |  |
| --- | --- | --- | --- |
| Partner number | Partner role in the project | | Partner status in the project |
| Automatic | *(drop-down list)* | | *(drop-down list)* |
| Name of organisation in original language |  | | |
| Name of organisation in English | *If existing, using the official translation* | | |
| Abbreviation of organisation |  | | |
| Legal status | *(drop-down list)* | | |
| Type of partner | *(drop-down list)* | | |
| Legal representative | *contact details – name, e-mail address, telephone* | | |
| Main address | *street, postcode, town, country, homepage* | | |
| NUTS3 code | *number and name of the region where the department/unit/division is located (if filled in) – drop-down menu* | | |
| Contact person for the application\* | *contact details – name\*, e-mail address\*, telephone\** | | |
| Address of contact person | *Department, street, postcode, town, country* | | |
| Co-financing source | *(drop-down list)* | | |
| Co-financing rate | *(drop-down list)* | | |
| Profit |  | | |
| We would like to receive advanced payments | *(tick box)* | | |
| VAT number | *If applicable* | | |
| Is the organisation entitled to recover VAT based on national legislation for the activities implemented in the project? | *No/yes/partly*  *(drop-down value list)* | *If partly explain how.* | |
| Organisation’s core business | *(500 characters)* | | |
| Main role in the project | *(500 characters)* | | |
| Activities in the project | *(2000 characters)* | | |
| Partner confirmation | *(drop-down list)* | | |

|  |  |
| --- | --- |
| Name of sub-partner*[[1]](#footnote-1)* (if applicable) |  |
| Sub-partner’s role in the project |  |
| Sub-partner’s total budget |  |

**Associated partners[[2]](#footnote-2)**

|  |  |
| --- | --- |
| Project partner to which this partner is associated | *drop-down list of all project partners* |
| Associated partner number | *automatic* |
| Name of organisation in original language |  |
| Name of organisation in English | *official translation* |
| Address | *street, postcode, town, country* |
| Legal representative | *contact details -* *name* |
| Contact person | *contact details -* *name, e-mail address, telephone* |
| Partner’s role in the project |  |

# C. Project description

**Relevance**

|  |
| --- |
| **Context and territorial analysis**   * What socio-economic issue / challenge in NWE is your project addressing? * What are the current situation and trends in the sector / field addressed by your project? * What can be the added value of territorial cooperation in North West Europe in this sector / field? |
| *[4,000 characters]* |

|  |
| --- |
| **Project scope**   * What will be the project’s specific focus within the sector / field? * How is the project going beyond the existing situation and / or practices in the sector / field? * What are the main outputs / pilots / investments envisaged? |
| *[4,000 characters]* |

**Cooperation intensity**

Cooperation should be at the heart of the project and should be visible throughout every stage of the project. The partnership is required to describe their approach to cooperation and explain how intensely they will cooperate in order to deliver the project and achieve its overall results.  
In order to be eligible, projects must meet the 4 criteria ‘**joint development**’, ‘**joint implementation**’, ‘**joint staffing**’ and ‘**joint financing**’ in the cooperation intensity table of the Application Form in STEP 1 and STEP 2.

|  |  |
| --- | --- |
| **Cooperation criteria** | **Description** |
| Joint Development (mandatory) |  |
| Joint Implementation (mandatory) |  |
| Joint Staffing (mandatory) |  |
| Joint Financing (mandatory) |  |
| Joint Communication |  |
| Joint decision-making |  |
| Joint enabling of long-term effects |  |
| Exchange of knowledge/experience |  |

**Objective, baseline and expected result / long-term effects**

|  |
| --- |
| Programme priority specific objective (SO) |
| *(automatic)* |

|  |
| --- |
| Project objective   * Please define precisely the **focus** of the project and what it aims to achieve (what, for whom, where) |
| *[500 characters]* |

|  |
| --- |
| Project baseline   * Please describe and quantify the project baseline (trends and situation) at the project start. |
| *[500 characters]* |

**Project sub-objectives**

Define max. 3 smaller targets which need to be hit to achieve the general objective.

|  |  |
| --- | --- |
| **Title of sub-objective** | Please provide a short explanation on the defined sub-objectives and to which main project outputs they will lead. Each sub-objective should ideally correspond to one implementation work package. |
|  |  |
|  |  |
|  |  |

**Project result**

Please quantify (in value and/or volume) the estimated net change on the territory for three distinct points in the future. Results should be carefully revised in STEP 2.

|  |
| --- |
| When the project ends |
| *[500 characters]* |

|  |
| --- |
| 5 years after the project ends |
| *[500 characters]* |

|  |
| --- |
| 10 years after the project ends (long-term effects) |
| *[500 characters]* |

**Overview table on project outputs as defined in the work plan**

(automatically generated from the list of work packages section)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Programme output indicators** | **Project output indicator targets** | **Measurement unit** | **Project main output quantification target** | **Project main output title** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Policy context**

|  |
| --- |
| How does the project fit EU, national and regional strategies and policies? |
| *[2,000 characters]* |

|  |
| --- |
| Which past or current EU and other projects or initiatives does the project make use of?  Please describe the experiences/lessons learned the project draws on, and other available knowledge the project capitalises on. |
| *[2,000 characters]* |

**Horizontal principles**

Please indicate which contribution to horizontal principles the project applies, and justify the choice.

|  |  |  |
| --- | --- | --- |
| **Horizontal principles** | **Type of contribution** | **Description of the contribution** |
| Sustainable development | *(drop-down list)* | *[500 characters]* |
| Equal opportunities and non-discrimination | *(drop-down list)* | *[500 characters]* |
| Equality between men and women | *(drop-down list)* | *[500 characters]* |
| Inclusion | *(drop-down list)* | *[500 characters]* |

**Project risks**

Please note that the definition of 3 risks only (not more) is compulsory.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Risk 1 | Title | | Start month  *(MM.YYYY)* | End month  *(MM.YYYY)* |
| risk description | | | |
| Likelihood that the risk will occur:  *(Drop down list)* | Impact of the risk on delivery:  *(Drop down box)* | | |
| What is foreseen to mitigate this risk? | | | |
|  | | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Risk 2 | Title | | Start month  *(MM.YYYY)* | End month  *(MM.YYYY)* |
| risk description | | | |
| Likelihood that the risk will occur:  *(Drop down list)* | Impact of the risk on delivery:  *(Drop down box)* | | |
| What is foreseen to mitigate this risk? | | | |
|  | | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Risk 3 | Title | | Start month  *(MM.YYYY)* | End month  *(MM.YYYY)* |
| risk description | | | |
| Likelihood that the risk will occur:  *(Drop down list)* | Impact of the risk on delivery:  *(Drop down box)* | | |
| What is foreseen to mitigate this risk? | | | |
|  | | | |

**D. Workplan**

## List of work packages

**WP Management**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **WP nr** | **WP title** | | **WP start month** | **WP end month** | **WP budget** |
| WP M | **Project management** | | *Automatic from activities* | *Automatic from activities* | *Automatic* |
| **Partners’ involvement** | | | | | |
| Partner responsible | | *Lead partner – automatically inserted from Partners* | | | |
| Partners involved | | *Drop-down list* | | | |

**Implementation summary**

|  |
| --- |
| Describe how the management on the strategic and operational level will be carried out in the project, specifically:   * structure, responsibilities and procedures for the day-to-day management and co-ordination * communication within the partnership * reporting and evaluation procedures * risk and quality management * Indicate whether the management is foreseen to be externalised |
| *[1,000 characters]* |

**Activities**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Please describe activities (max. 4) and deliverables within the work package. | | | | |
| Activity | Activity title | | Start month  *(MM.YYYY)* | End month  *(MM.YYYY)* |
| Activity description | | | |
| *Deliverable* | Deliverable title | Deliverable description  *(250 characters)* | Target value | Delivery month *(MM.YYYY)* |
| Activity | Activity title | | Start month  *(MM.YYYY)* | End month  *(MM.YYYY)* |
| Activity description | | | |
| *Deliverable* | Deliverable title | Deliverable description  *(250 characters)* | Target value | Delivery month *(MM.YYYY)* |

**WP Long term effects**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **WP nr** | **WP title** | | **WP start month** | **WP end month** | **WP budget** |
| WP LT | **Long term effects** | | *Automatic from activities* | *Automatic from activities* | *Automatically filled in from part D or E* |
| **Partners’ involvement** | | | | | |
| Partner responsible | | *Drop-down list* | | | |
| Partners involved | | *Drop-down list* | | | |

**Implementation summary**

|  |
| --- |
| Summary and objective of the work package including an explanation of how partners will be involved (who will do what).  Note: Please elaborate if this work package will contribute to a project sub-objective and if so to which. |
| *[2000 characters]* |

**Target groups**

|  |  |
| --- | --- |
| Who will use the main outputs? | *Drop-down value list of pre-defined target groups (multiple selection possible)* |
| How will you involve target groups (and other stakeholders) in the development of the work package main outputs? | *(1000 characters)* |

**Activities**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Please describe activities (max. 4) and deliverables within the work package. | | | | |
| Activity | Activity title | | Start month  *(MM.YYYY)* | End month  *(MM.YYYY)* |
| Activity description | | | |
| *Deliverable* | Deliverable title | Deliverable description  *(250 characters)* | Target value | Delivery month *(MM.YYYY)* |
| Activity | Activity title | | Start month  *(MM.YYYY)* | End month  *(MM.YYYY)* |
| Activity description | | | |
| *Deliverable* | Deliverable title | Deliverable description  *(250 characters)* | Target value | Delivery month *(MM.YYYY)* |

**WP Communication**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **WP Nr** | **WP title** | | **WP start month** | **WP end month** | **WP budget** |
| WP C | **Communication** | | *Automatic from activities* | *Automatic from activities* | *Automatically filled in from part D or E* |
| **Partners’ involvement** | | | | | |
| Partner responsible | | *Drop-down list* | | | |
| Partners involved | | *Drop-down list* | | | |

**Implementation summary**

|  |
| --- |
| Summary and objective of the work package including an explanation of how partners will be involved (who will do what).  Note: Please elaborate if this work package will contribute to a project sub-objective and if so to which. |
| *(2000 characters)* |

**Objectives**

|  |  |  |
| --- | --- | --- |
| Project sub-objectives | Type of communication objectives  *Drop-down list*   * *Raise awareness* * *Influence attitude* * *Increase knowledge* * *Change behaviour* | Communication objectives |
|  |  |  |
|  |  |  |
|  |  |  |

**Activities**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Please describe activities (max. 4) and deliverables within the work package.** | | | | |
| Activity 2.1 | Activity title  *Drop-down list*   * *Start-up activities including communication strategy* * *Publication(s)* * *Public event(s)* * *Promotional material* * *Digital activities* | | Start month  *(MM.YYYY)* | End month  *(MM.YYYY)* |
| Activity description | | | |
| *D 2.1.1* | Deliverable title | Deliverable description  *(250 characters)* | Target value | Delivery month *(MM.YYYY)* |
| Activity 2.2 | Activity title  *Drop-down list* | | Start month  *(MM.YYYY)* | End month  *(MM.YYYY)* |
| Activity description | | | |
| *D 2.2.1* | Deliverable title | Deliverable description  *(250 characters)* | Target value | Delivery month *(MM.YYYY)* |

**WP Implementation**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **WP Nr** | **WP title** | | **WP start month** | **WP end month** | **WP budget** |
| WP I(n) |  | | *Automatic from activities* | *Automatic from activities* | *Automatically filled in from part D or E* |
| **Partners’ involvement** | | | | | |
| Partner responsible | | *Drop-down list* | | | |
| Partners involved | | *Drop-down list* | | | |

**Implementation summary**

|  |
| --- |
| Summary and objective of the work package including an explanation of how partners will be involved (who will do what).  Note: Please elaborate if this work package will contribute to a project sub-objective and if so to which. |
|  |

**Main outputs**

Please describe the project main outputs that will be delivered based on the activities carried out in this investment.

For each project main output, a programme output indicator should be chosen.

Please note that they need to have the same measurement unit.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Title | Describe your project main output and its contribution to project main sub-objective. | Choose a Programme output indicator to which the project main output will contribute. Please check the Programme Manual for the obligatory output indicators. | Delivery month | Quantify your contribution |
|  | *(500 characters)* | *(drop-down list)* | *(MM.YYYY)* | *(number)* |
|  | *(500 characters)* | *(drop-down list)* | *(MM.YYYY)* | *(number)* |
|  | *(500 characters)* | *(drop-down list)* | *(MM.YYYY)* | *(number)* |

**Target groups**

|  |  |
| --- | --- |
| **Target groups per main outputs** | |
| Who will use the main outputs? | *Drop-down value list of pre-defined target groups (multiple selection possible)* |
| How will you involve target groups (and other stakeholders) in the development of the work package main outputs? | *(1000 characters)* |

**Activities**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Please describe activities (max. 4) and deliverables within the work package. | | | | |
| Activity 4.1 | Activity title | | Start month  *(MM.YYYY)* | End month  *(MM.YYYY)* |
| Activity description | | | |
|  | | | |
| *D 4.1.1* | Deliverable title | Deliverable description  *(250 characters)* | Target value | Delivery month *(MM.YYYY)* |
| Activity 4.2 | Activity title | | Start month  *(MM.YYYY)* | End month  *(MM.YYYY)* |
| Activity description | | | |
| *D 4.2.1* | Deliverable title | Deliverable description  *(250 characters)* | Target value | Delivery month *(MM.YYYY)* |

**WP Investment**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **WP** | **Investment title** | | **WP start month** | **WP end month** | **WP budget** |
| WP I(n) |  | | *Automatic from activities* | *Automatic from activities* | *Automatically filled in from part D or E* |
| **Partners’ involvement** | | | | | |
| Partner responsible | | *Drop-down list* | | | |
| Partners involved | | *Drop-down list* | | | |

**Investment summary**

|  |
| --- |
| Please provide a description of the investment phases and technical specifications; if several partners are involved please specify who will do what.  Note: Please explain if this investment will contribute to a project main output. |
| *(2000 characters)* |

**Justification**

|  |
| --- |
| Explain the need for this investment to achieve the project objective and results.  List the end-users for this investment and explain how they benefit from it. |
| *(1000 characters)* |

**Location of the investment**

|  |
| --- |
| Location of the physical investment *Drop-down menu (NUTS3 codes + whole programme area)*  Please attach a map as supporting document in pdf format showing details and location of the envisaged infrastructure investment. |
| *(255 characters)* |

**Risks associated with the investment**

|  |
| --- |
| Description of the risks associated with the official approval of local/regional/national authorities, feasibility study required, procurement process to be applied, linked to the practical implementation phase, etc. |
| *(1000 characters)* |

**Ownership**

|  |
| --- |
| Who owns the site where the investment is located?  Who will retain ownership of the investment after the end of the project?  Who will take care of maintenance of the investment? How will this be done?[[3]](#footnote-3) |
| *(1000 characters)* |

**Investment documentation**

|  |
| --- |
| Please list the main technical requirements and permissions (e.g. building permits) required for the investment according to the respective national legislation. Please indicate if they are already available and if not by when they can be expected. |
| *(1000 characters)* |

**Main outputs**

Please describe the project main outputs that will be delivered based on the activities carried out in this investment.

For each project main output, a programme output indicator should be chosen.

Please note that they need to have the same measurement unit.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Title | Describe your project main output and its contribution to project main sub-objective. | Choose a Programme output indicator to which the project main output will contribute. Please check the Programme Manual for the obligatory output indicators. | Delivery month | Quantify your contribution |
|  | *(500 characters)* | *(drop-down list)* | *(MM.YYYY)* | *(number)* |
|  | *(500 characters)* | *(drop-down list)* | *(MM.YYYY)* | *(number)* |
|  | *(500 characters)* | *(drop-down list)* | *(MM.YYYY)* | *(number)* |

**Target groups**

|  |  |
| --- | --- |
| Who will use the main outputs? | *Drop-down value list of pre-defined target groups (multiple selection possible)* |
| How will target groups (and other stakeholders) be involved in the development of the project main outputs? | *(1000 characters)* |

**Activities**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Please describe activities (max. 4) and deliverables (max. 3 per activity) within the investment. | | | | |
| Activity x.1 | Activity title | | Start month  *(MM.YYYY)* | End month  *(MM.YYYY)* |
| Activity description | | | |
| Activity budget |  | | |
| *D x.1.1* | Deliverable title | Deliverable description  *(250 characters)* | Target value | Delivery month *(MM.YYYY)* |
| Activity x.2 | Activity title | | Start month  *(MM.YYYY)* | End month  *(MM.YYYY)* |
| Activity description | | | |
| Activity budget |  | | |
| *D x.2.1* | Deliverable title | Deliverable description  *(250 characters)* | Target value | Delivery month *(MM.YYYY)* |

## Target Groups

|  |  |  |
| --- | --- | --- |
| Target groups  Note: target group types are predefined by the system | Please further specify the target groups | Target value: please indicate the size of the target group you will reach. |
| local public authority |  |  |
| regional public authority |  |  |
| national public authority |  |  |
| sectoral agency |  |  |
| infrastructure and (public) service provider |  |  |
| interest groups including NGOs |  |  |
| higher education and research |  |  |
| education/training centre and school |  |  |
| enterprise, excluding SME |  |  |
| SME |  |  |
| business support organisation |  |  |
| International organisation, EEIG under national law |  |  |
| general public |  |  |
| other |  |  |

## Define periods

Note: This section is automatically generated by the system. The “recreation” of project periods is required in case of changes in project start or end date.

|  |  |  |  |
| --- | --- | --- | --- |
| **Project start date** | | | |
| **Period 1** | Start date | End date | Reporting date |
|  |  |  |  |
| **Period 2** | Start date | End date | Reporting date |
|  |  |  |  |
| **Period N** | Start date | End date | Reporting date |
|  |  |  |  |
| **Project end date** | | | |

# E. Project budget

## Partner budget

**Partner list** (this table is automatically generated)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Number** | **Name** | **Country** | **Inside Programme area** | **Abbreviation** | **Role** | **Budget** |
|  |  |  |  |  |  | Define budget  Define contribution |
|  |  |  |  |  |  | Define budget  Define contribution |
|  |  |  |  |  |  | Define budget  Define contribution |

**Budget for partner x** (accessible through the “define budget” function in budget column of partner list)

Budget flat rates

|  |  |
| --- | --- |
| Use budget flat rates |  |
| Flat rate Staff |  |
| Flat rate Office | 15% |

**Partner budget per budget line and work package**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Budget line** | **WP Long term effects** | **WP Project management** | **WP Com.** | **WP implementation 1** | **…** | **WP investment 1** | **…** |
| Staff costs |  |  |  |  |  |  |  |
| Office and administration |  |  |  |  |  |  |  |
| Travel and accommodation |  |  |  |  |  |  |  |
| External expertise and services |  |  |  |  |  |  |  |
| Equipment |  |  |  |  |  |  |  |
| Infrastructure and works |  |  |  |  |  |  |  |
| Net Revenue |  |  |  |  |  |  |  |
| **Total** |  |  |  |  |  |  |  |

**Partner budget per budget line and period**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Budget line** | **Period 1** | **Period 2** | **Period 3** | **Period 4** | **…** |
| Staff costs |  |  |  |  |  |
| Office and administration |  |  |  |  |  |
| Travel and accommodation |  |  |  |  |  |
| External expertise and services |  |  |  |  |  |
| Equipment |  |  |  |  |  |
| Infrastructure and works |  |  |  |  |  |
| Net Revenue |  |  |  |  |  |
| **Total** |  |  |  |  |  |

**Partner budget per period and work package**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Budget line** | **WP Long term effects** | **WP Project management** | **WP Com.** | **WP implementation 1** | **…** | **WP investment 1** | **…** |
| Period 1 |  |  |  |  |  |  |  |
| Period 2 |  |  |  |  |  |  |  |
| Period 3 |  |  |  |  |  |  |  |
| Period 4 |  |  |  |  |  |  |  |
| … |  |  |  |  |  |  |  |
| **Total** |  |  |  |  |  |  |  |

**Partner contribution** (accessible through the “define contribution” button in budget column of partner list)

**Partner contribution rate**

|  |  |  |
| --- | --- | --- |
|  | **Amount** | **Cofinancing rate** |
| Programme cofinancing |  |  |
| Partner contribution |  |  |
| Partner total eligible budget |  |  |

**Source of contribution**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Source of contribution** | **Legal status** | **% of total partner contribution** | **Amount** | **Options** |
|  | *-public*  *-private* |  |  |  |
| Sub-total public contribution | |  |  |  |
| Sub-total private contribution | |  |  |  |
| Total | |  |  |  |
| Total target value | |  |  |  |
| Total public expenditure | |  |  |  |

**In-kind contribution**

*(drop-down list)*

*- yes*

*- no*

**Total amount**

|  |
| --- |
|  |

## Activities outside the Programme area

|  |  |
| --- | --- |
| *(255 characters)* | |
| Total budget | *EUR* |
| ERDF outside | *EUR* |
| % of total ERDF |  |

## Project Breakdown Budget

Note: This table is automatically generated based on individual partner budget data.

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Partner | Period | Period Start | Period End | Subbudgetline | Workpackage | Staff type | Unit type | Units | Amount per Unit | Total | Comment |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |

**Indicative time plan**

Note: This table is automatically generated based on the work packages actions and deliverables.

# F. Project budget overview

This section is automatically generated by the system.

**Project financing table**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Partner | | | Programme co-financing | | | Contribution | | | Total eligible |
| Partner | Partner abbreviation | Country | ERDF | ERDF Co-financing (percent) | Percentage of total ERDF | Public contribution | Private contribution | Total contribution |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| Sub-total for partners inside | | |  |  |  |  |  |  |  |
| Sub-total for partners outside | | |  |  |  |  |  |  |  |
| Total | | |  |  |  |  |  |  |  |

**Project budget overview per partner per budget line**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Partner | Co-financing source | Staff costs | Office and administration | Travel and accommodation | External expertise and services | Equipment | Infrastructure and works | Total budget | Net revenue | Total eligible |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
| **Total** | |  |  |  |  |  |  |  |  |  |
| Percentage of total budget | |  |  |  |  |  |  |  |  |  |

**Project budget overview co-financing per budget line**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Co-financing source | Staff costs | Office and administration | Travel and accommodation | External expertise and services | Equipment | Infrastructure and works | Total budget | Net revenue | Total eligible |
| ERDF |  |  |  |  |  |  |  |  |  |
| ERDF equivalent |  |  |  |  |  |  |  |  |  |

**Project budget overview per partner per period**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Partner | Co-financing source | Period 1 | Period 2 | Period 3 | … | Total budget | Net revenue | Total eligible |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Total | |  |  |  |  |  |  |  |
| Percentage of total budget | |  |  |  |  |  |  |  |

**Project budget overview per co-financing period**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Co-financing source | Period 1 | Period 2 | Period 3 | Period 4 | … | Total budget | Net revenue | Total eligible |
| ERDF |  |  |  |  |  |  |  |  |
| ERDF equivalent |  |  |  |  |  |  |  |  |

**Project budget overview per partner per WP**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Partner | Co-financing source | WP M | WP LT | WP C | WP T1 | … | WP I1 | … | Total budget | Net revenue | Total eligible |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
| Total | |  |  |  |  |  |  |  |  |  |  |
| Percentage of total budget | |  |  |  |  |  |  |  |  |  |  |

**Project budget overview co-financing per WP**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Co-financing source | WP M | WP LT | WP C | WP T1 | … | WP I(n) | Total budget | Net revenue | Total eligible |
| ERDF |  |  |  |  |  |  |  |  |  |
| ERDF equivalent |  |  |  |  |  |  |  |  |  |

**Project budget overview per WP per budget line**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| WP | Staff costs | Office and administration | Travel and accommodation | External expertise and services | Equipment | Infrastructure and works | Total budget | Net revenue | Total eligible |
| WP M |  |  |  |  |  |  |  |  |  |
| WP LT |  |  |  |  |  |  |  |  |  |
| WP C |  |  |  |  |  |  |  |  |  |
| WP T(n) |  |  |  |  |  |  |  |  |  |
| WP I(n) |  |  |  |  |  |  |  |  |  |
| Total |  |  |  |  |  |  |  |  |  |
| Percentage of total budget |  |  |  |  |  |  |  |  |  |

**Project budget overview co-financing per budget line**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Co-financing source | Staff costs | Office and administration | Travel and accommodation | External expertise and services | Equipment | Infrastructure and works | Total budget | Net revenue | Total eligible |
| ERDF |  |  |  |  |  |  |  |  |  |
| ERDF equivalent |  |  |  |  |  |  |  |  |  |

**Project budget overview per WP per period**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| WP | Period 1 | Period 2 | Period 3 | Period 4 | … | Total budget | Net revenue | Total eligible |
| WP M |  |  |  |  |  |  |  |  |
| WP LT |  |  |  |  |  |  |  |  |
| WP C |  |  |  |  |  |  |  |  |
| WP T(n) |  |  |  |  |  |  |  |  |
| WP I(n) |  |  |  |  |  |  |  |  |
| Total |  |  |  |  |  |  |  |  |
| Percentage of total budget |  |  |  |  |  |  |  |  |

**Project budget overview per co-financing period**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Co-financing source | Period 1 | Period 2 | Period 3 | Period 4 | Period 5 | … | Total budget | Net revenue | Total eligible |
| ERDF |  |  |  |  |  |  |  |  |  |
| ERDF equivalent |  |  |  |  |  |  |  |  |  |

**In-kind contribution**

|  |  |
| --- | --- |
| Partner | Amount |
|  |  |
|  |  |
|  |  |
| Total |  |
| Percentage of total budget |  |

**In-kind contribution per co-financing source**

|  |  |
| --- | --- |
| Co-financing source | Amount |
| ERDF |  |
| Total EU funds |  |
| ERDF equivalent |  |

Lead partner confirmation

By submitting the application form the Lead Partner on behalf of all partners confirms that:

* the project is in line with the relevant EU and national and regional legislation and policies of the regions and countries involved;
* the Lead Partner and the project partners will act according to the provisions of the relevant national and EU regulations, especially regarding structural funds, public procurement, state aid, equal opportunities and sustainable development, as well as the specific provisions of the programme;
* the information in the application form is accurate and true to the best knowledge of the lead partner.

**ANNEX 1**

**INTERACT classification of type of partners and target groups**

|  |  |  |  |
| --- | --- | --- | --- |
| **Nr** | **Main categories** | **Examples** | **Measurement unit** |
| 1 | local public authority | municipality, etc. | [number of organisations] |
| 2 | regional public authority | regional council, etc. | [number of organisations] |
| 3 | national public authority | ministry, etc. | [number of organisations] |
| 4 | sectoral agency | local or regional development agency, environmental agency, energy agency, employment agency, etc. | [number of organisations] |
| 5 | infrastructure and (public) service provider | public transport, utility company (water supply, electricity supply, sewage, gas, waste collection, etc.), airport, port, railway, etc. | [number of organisations] |
| 6 | interest groups including NGOs | international organisation, trade union, foundation, charity, voluntary association, club, etc. | [number of organisations] |
| 7 | higher education and research | university faculty, college, research institution, RTD facility, research cluster, etc. | [number of organisations] |
| 8 | education/training centre and school | primary, secondary, pre-school, vocational training, etc. | [number of organisations] |
| 9 | enterprise |  | [number of enterprises] |
| 10 | SME | micro, small, medium | [number of SME] |
| 11 | business support organisation | chamber of commerce, chamber of trade and crafts, business incubator or innovation centre, business clusters, etc. | [number of organisations] |
| 12 | EEIG, EGTC[[4]](#footnote-4) |  | [number of organisations] |
| 13 | International organisation | under national law, under international law | [number of organisations] |
| 14 | General public[[5]](#footnote-5) |  | [number of people] |
| 15 | Other[[6]](#footnote-6) |  |  |

1. Like in INTERREG IVB NWE sub-partners are attached to one full partner and are legally responsible for the content of their input to the project. The full partner acts as guarantor of their financial contribution to the project. The full partner submits the sub-partner expenditure together with his. [↑](#footnote-ref-1)
2. = harmonized INTERACT wording. Associated partners are project partners participating in the project without financially contributing (former observer status). [↑](#footnote-ref-2)
3. CPR Art, 71, details to be defined in Guidance Notes. [↑](#footnote-ref-3)
4. Relevant only for type of partner classification [↑](#footnote-ref-4)
5. Relevant only for target groups [↑](#footnote-ref-5)
6. Relevant only for target groups [↑](#footnote-ref-6)