



North-West Europe

Guidance for output and result evidence and reporting

Instructions for Project Lead Partners

This document refers to the indicator reporting process described in the Programme Manual, section 5.12.2, point B. Reporting of project contributions to the Programme indicators is done in Jems and is part of the regular 6-monthly project reporting to the JS. The consolidated progress report's indicator section is filled in by the project Lead Partner, based on the input from the project partnership.

1. *Why to report: The "Why"*

To ensure that project partnerships report their indicator contributions in line with the NWE Programme rules, several principles must be followed. The Programme relies on the correctness and accuracy of the project data, as project values are aggregated at the Programme level and reported to the European Commission on a regular basis (twice per year).

In case of errors, the JS Project Officer may revert the project Progress Report to the Lead Partner for corrections. It is better to prevent this from happening, as this may lead to delays in progress report payments by the JS.

2. *What to report: The "What"*

Project outputs and results are core elements of a project and define its added value to the Programme indicator framework.

It should be noted that:

- Project partner organisations are responsible for output and result delivery.
- The Programme attributes particular importance not only to the quantity, but also the quality of outputs and results.
- Any decrease in the planned indicator values or in quality is considered a serious project deviation. These need to be brought to the attention of the JS Project Officer as soon as possible and in any case prior to reporting.

To report the indicator achievements correctly, the following must be considered:

- Reported outputs and results need to be aligned with the project application form (title, definition and quantity). In case of doubts about what should be counted as a project output or result, the project Lead Partner (LP) should refer to the application form.

- New types of outputs and results not included in the approved application cannot be reported (e.g., if no solutions are planned in the application, then no solutions can be reported). Projects must report on what is planned in their application.
- In case there is an overachievement of outputs and results in respect to what is planned in the AF, these may be reported (e.g., 25 participations in joint trainings was planned, however 30 took place). However, the LP should ensure that the Programme indicator definitions are applied correctly.
- Please note, **overachievement and underachievement** in output and results must be thoroughly justified and discussed with the JS (your Project Officer) before the last 6 months of a project's lifetime.
- The reported values must be accompanied by the corresponding evidence. The evidence consists of structured templates that are integrated into the Project Progress Report in Jems. For each output a separate template needs to be filled in, except for outputs reported in bulk (for instance: 10 participants to the training schemes under O.4).

It is possible to provide additional evidence that justify output delivery (photos, supporting documents, etc.), however filling in the templates on Jems is mandatory and the main source of evidence. The template is generated in Jems once a figure (e.g. "1") is inserted as the achieved value in the progress report.

- Special attention should be paid to the measurement units used by the project and by the Programme. In case of any doubt the Programme measurement units should be applied (provided in the table below). Logic should be used, depending on the output, for instance:
 - A project cannot deliver, 0.5 solution/strategy/action plan/pilot action. No fractions should be reported – only whole units.
 - Training related indicators must also be whole units (as the measurement unit is a “participant”).
 - For the result indicator relating to increased capacity of organisations, organisations should be reported – again only as whole units.
 - If the values provided are incorrect, the progress report will be reverted to the Lead Partner for corrections.
- For the project indicator values to be approved by the JS, evidence for achievements must be provided in line with the Programme requirements (please see the table below) in the templates.
- **Before the submission of the final progress report to the JS, the Lead Partner must check if all the outputs and results have been reported in the course of the project.**

Particular attention should be paid to the reporting on the indicators that are connected (represented by the same colour):

| Output indicator | Result indicator |
|--|--|
| O.1: Strategies and action plans jointly developed | R.1: Joint strategies and action plans taken up by organisations |
| O.2: Pilot actions developed jointly and implemented in projects | R.2: Solutions taken up or up scaled by organisations |
| O.3: Jointly developed solutions | |
| O.4: Participations in joint training schemes | R.3: Completion of joint training schemes |

- ❖ **Contributions to result indicators** R1 (Joint strategies and action plans taken up by organisations), R2 (Solutions taken up or upscaled by organisations) and R3 (completion of joint training schemes) **can only be reported as achieved after the outputs related to them have been reported** – O1, O2 or O3

(Strategies and action plans jointly developed/ pilot actions developed and implemented in projects / Jointly developed solutions). The logic behind is that the **project partnership needs to jointly develop and implement solutions/pilot actions/strategies/action plans *first* and scale them up *later***.

- ❖ In case of the output indicators O2 and O3, as in line with the Programme guidance note regarding these indicators, the project pilot actions (O.2) are supposed to lead to joint solutions (O.3), which are then taken up/upscaled by organisations (R.2). The same order should be maintained in the reporting process (first O.2 output achievement should be provided, then O.3 output achievement value and finally R.3 value).
- ❖ As for the delivery of the training schemes (O.4) and their completion (R.3), the logic behind this sequence is that not all participants to the training schemes (O.4) will complete them (R.3).

3. When to report: The "When"

Only **fully completed outputs** should be reported to the JS, to avoid double counting at different stages of project implementation. An output or result is meant to be reported to the JS only once, when it is fully finalised. However, in case multiple units are expected to be achieved in the course of the project for a given indicator (e.g.: 5 Pilot Actions), reporting on outputs should start as soon as the first unit(s) (e.g.: 2 Pilot actions out of the 5 planned) is/are fully implemented.

- O.1 - Strategies/action plans – when fully developed
- O.2 - Pilot actions – when fully implemented
- O.3 - Solutions – when fully developed
- O.4 - Participations in training schemes – when the participants are registered to the training scheme that has effectively begun

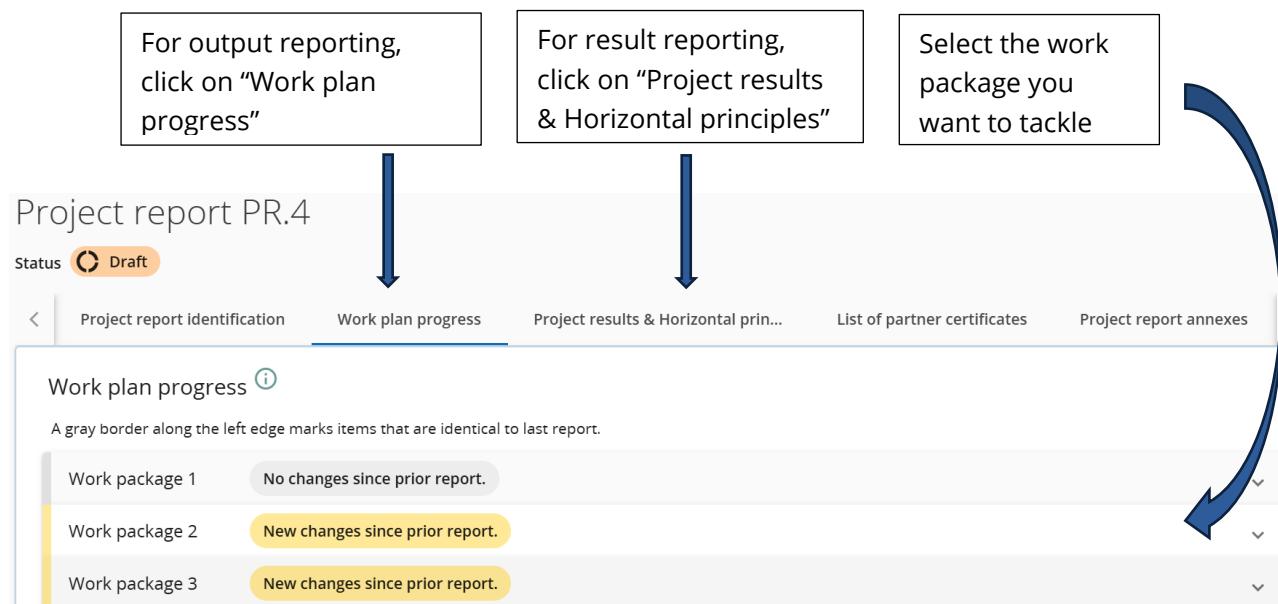
As far as the **result indicators** are concerned, the following approach to reporting should be taken:

- R.1 – Strategies and/or action plans that are in the process of being taken up (their adoption or implementation has effectively started – but not necessarily completed)
- R.2 – Solutions that are taken up or upscaled in the course of project implementation
- R.3 – Completion of joint training schemes – when the last training session is finalised
- R.4 - Organisations with increased institutional capacity – when the capacity building activities (in the thematic field of the project) have been completed

4. How to report: The "How"

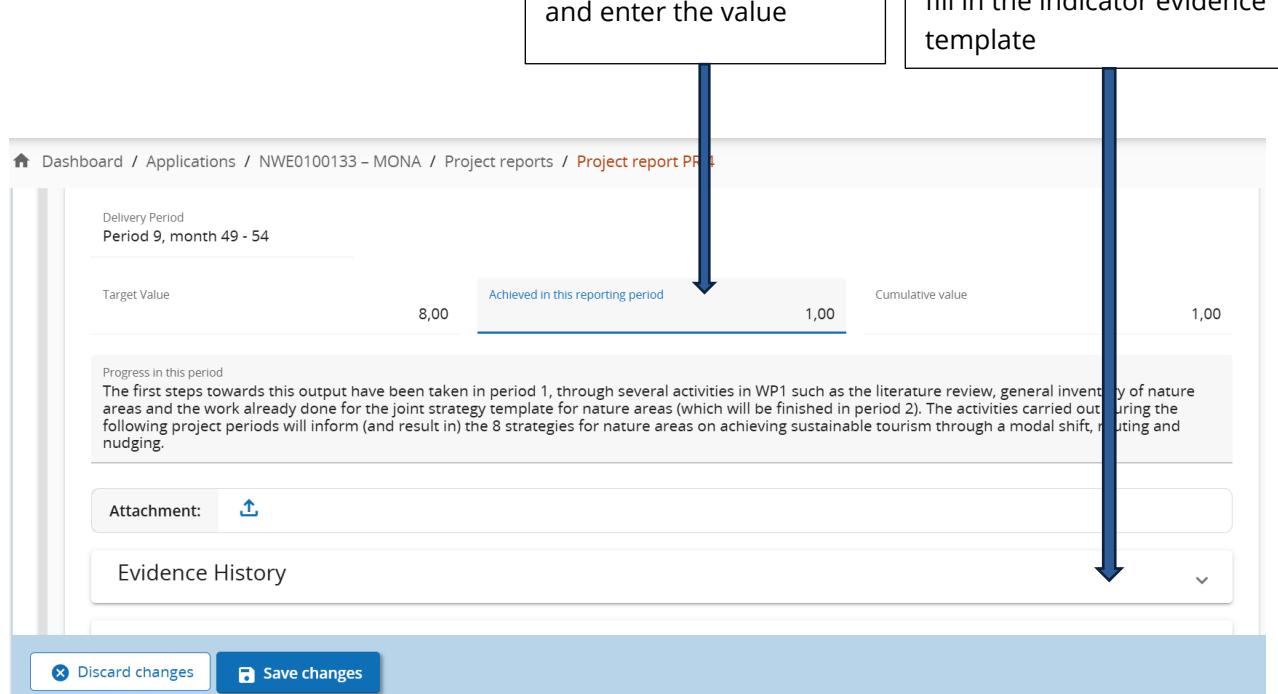
In Jems, to report on outputs and results , please click on the top bar of the reporting module.

- For the outputs, it will be the bookmark “Work plan progress”
- For results, “Project results & Horizontal principles”



To trigger the output reporting template

- Enter the achieved value in the field “Achieved in this reporting period”
- This will automatically generate the evidence template, which will appear at the bottom (“Evidence history”)



Points of particular attention

Location

- Several indicators require details relating to location (for example - of a pilot action), from national to local level. In order to define the location, the Programme integrated the approach applied by Eurostat to territorial units – the Nomenclature of Territorial Units for Statistics (known as NUTS codes – NUTS 1,2,3). In few cases, a relevant postal code is also required. **All fields related to location must be filled in.**
- To facilitate reporting process, the Programme provided drop-down menus including all the potential territorial units. The selection of the units should be done from the largest (NUTS 1) to the smallest or local level (NUTS 3 or postal code) (i.e., from the left to the right in Jems). Once a country is selected, it will predefine the list of regions of a given country, then choice of a region will define the list of smaller units down to the local level, and even the postcode. The Jems drop-down menus incorporate all this data (including the full list of postcodes).

Fill in **all the elements** relating to the location, **at the same time**, to avoid data loss

Dashboard / Applications / NWE0100133 – MONA / Project reports / Project report PR.4

Summary User: 08/04/2025

4. Location of pilot actions

Location of pilot actions: France (FR) NUTS 1: Hauts-de-France (FRE) NUTS 2: Nord-Pas de Calais (FR...) NUTS 3: Pas-de-Calais (FRE12) Postal Code: 62110

+ Add area

5. Is there a link to any investments carried out in the project (if applicable)?

Is there a link to any investments carried out in the project: Yes If yes, describe: fgndfghfgfgh

Save changes to avoid data

- Also, **all fields related to location need to be filled in, at once**, for Jems to save the information. If only one level of data is inserted (e.g. country), the system will not save the data and anything inserted will be lost..
- Several locations can be reported per output and result. To do so, please press the “+Add area” button, as on the picture above.
- When the data is inserted, it is necessary to **press the save button** to prevent any data loss (see the screen shot above).

More information about the NUTS codes is provided on the official website of the European Commission: <https://ec.europa.eu/eurostat/web/nuts>

Sectors of economic activity

The reporting section of Jems related to indicator contributions and evidence includes (similarly to the partner data of the project application form) reference to the Statistical Classification of Economic Activities in the European Community – the so-called NACE codes). It is the industry standard classification system used in the EU.

- To facilitate the reporting process, the Programme provided drop-down menus that include all the potential economic sectors. The reporting partnership only needs to select those that apply to the area of project activity.
- Several economic sectors can be selected simultaneously (a multiple selection is possible).
- The main sectors have a letter attributed (example: "A – Agriculture, forestry and fishing"). These letters are then followed by numbers, which further narrow down the sub-sectors – for example "A.01 – Crop and animal production" and then "A.01.1 – Growing of non-perennial crops".
- It is necessary that the project partners provide as detailed information as possible, e.g. the full details of the sector addressed. For instance, the "A.01.1 – Growing of non-perennial crops" (the longer the NACE code, the more detailed the sub-sector is defined – the better). The categories above the sub-sector should also be ticked in the list – in the same example it would be "A – Agriculture, forestry and fishing" and then "A.01 – Crop and animal production". Please see the screenshot below.
- If the sector of project activity is not included in the NACE list provided, the partners should report it in the field "Other sector"

The screenshot shows a user interface for reporting project activities. At the top, there is a navigation bar with links to 'Dashboard', 'Applications', 'NWE0100133 – MONA', 'Project reports', and 'Project report PR.4'. Below this, a button labeled '+ Add area' is visible. The main content area is divided into sections:

- 4. Sectors targeted by jointly developed strategy / action plan (if applicable):** This section contains a list of checkboxes for various NACE codes. Some codes are checked, while others are empty. A callout box with an arrow points to the list, containing the instruction: "Tick all the relevant boxes, including the main and sub-sectors".
- 6. Timeline of establishment/preparation of strategy/action:** This section includes buttons for 'Discard changes' and 'Save changes'. A callout box with an arrow points to the 'Save changes' button, containing the instruction: "Press the 'Save changes' button to prevent data loss".

Once the data is inserted, it is necessary to press the "Save button" to prevent any data loss.

More information about the NACE codes is provided on the official website of the European Commission: <https://ec.europa.eu/eurostat/web/nace/>

Information fields

The Programme included several information fields in the indicator evidence module in Jems. The information is provided in order to facilitate the reporting process, for instance:

- Programme indicator definitions, for reference (if necessary)
- The to dos/ the not to dos (what should or should not be counted under each indicator)

Data duplication

The Programme pays a lot of attention to data accuracy, as it must provide reliable data on its achievements to the European Commission. This is why all efforts should be made to prevent any duplication of data reported by the funded partnerships.

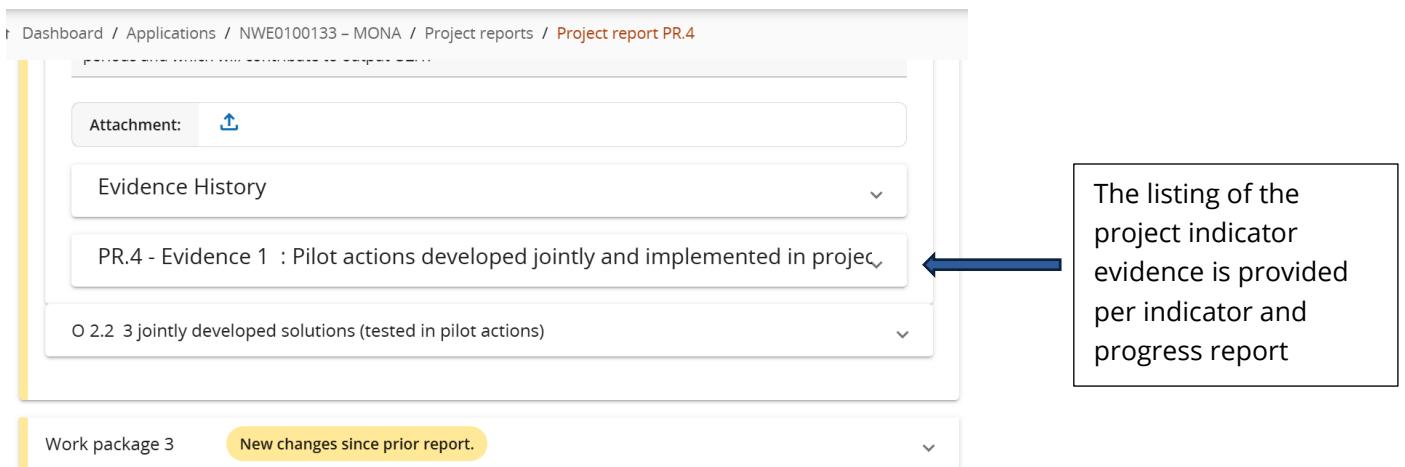
- All project partnerships are requested to report **only on completed outputs** and **results implemented in line with section 3** above.
- Once the output and result indicator data is submitted to the JS through a project progress/final report, with the evidence as structured in the Jems system, it cannot be amended anymore by the partnership.

The templates

The table on pages 9-15 shows the evidence templates that include structured information and data that needs to be provided by the project partnerships when reporting indicator figures (for outputs and results) in the Jems system.

If the project has multiple contributions to the same indicator, it will have to provide multiple pieces of evidence (one piece of evidence per output/result), in line with the contents of templates enumerated below. For instance:

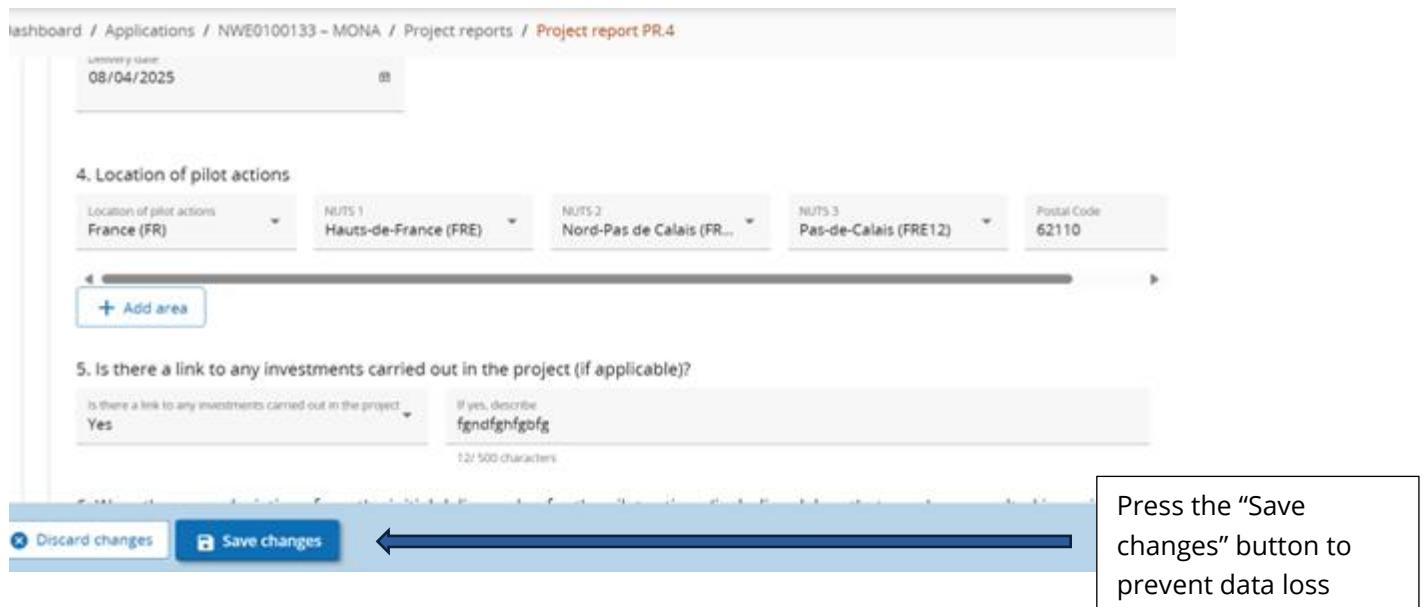
- Several pilot actions under the indicator RCO 84 will require a separate description of each pilot action (so the Jems indicator template needs to be filled in for each pilot action).
- In case the outputs are grouped, one single piece of evidence can also be provided (e.g. X number of participations in training schemes can be justified in one single evidence template).
- The contributions to the same indicator can be reported in several progress reports. In this case, the Jems system will cumulate the project achievements, for the entire project duration and differentiate the achievements from different reporting periods as presented below:



The listing of the project indicator evidence is provided per indicator and progress report

Save data

For any data inserted in the evidence template, please press the “Save” button, to avoid any data loss.



The screenshot shows a project report form with the following details:

- Delivery date: 08/04/2025
- Location of pilot actions: France (FR)
- NUTS 1: Hauts-de-France (FRE)
- NUTS 2: Nord-Pas de Calais (FR...)
- NUTS 3: Pas-de-Calais (FRE12)
- Postal Code: 62110
- Section 4: Location of pilot actions
- Section 5: Is there a link to any investments carried out in the project? (Yes, fgnfdghfgofg)

At the bottom, there are two buttons: "Discard changes" and "Save changes". A blue arrow points from the text "Press the “Save changes” button to prevent data loss" to the "Save changes" button.

Press the “Save changes” button to prevent data loss

| Output / result indicator | Programme definition | Measurement unit | Evidence template (structure and contents) | | | | | | |
|--|--|-----------------------------------|--|------------|----------|----------------|--------------|--------------|-----------------------------------|
| OUTPUT RCO 83 O.1 Strategies and action plans jointly developed | <p>The indicator counts the number of joint strategies or action plans developed by supported projects.</p> <p>A jointly developed strategy aims at establishing a targeted way to achieve a goal-oriented process in a specific domain.</p> <p>An action plan translates an existing jointly developed strategy into actions. If a project includes more than one strategy or action plan, each of them must be reported separately.</p> <p>Jointly developed strategy or action plan implies the involvement of organisations from at least two participating countries in the drafting process of the strategy or action plan.</p> | Strategy/ action plan | <ol style="list-style-type: none"> 1. Title of output: [pre-filled from AF] 2. Select type [drop-down menu] – please select <ul style="list-style-type: none"> • Strategy • Action plan 3. Targeted geographic area of jointly developed strategy or action plan [drop-down menu] <ul style="list-style-type: none"> • [Nuts codes list – multiple selection necessary All three territorial units - NUTS 1,2,3 – must be selected] 4. Sectors targeted by jointly developed strategy or action plan (if applicable) [drop-down menu using NACE codes and other - free text] <ul style="list-style-type: none"> • [Sectoral list – multiple selection possible – NACE codes (source: EUROSTAT database and the list already being used in the AF)] • Other [free text field 500 characters] 5. Target groups of the jointly developed strategy / action plan [drop-down menu and free text] <ul style="list-style-type: none"> • Target groups of the jointly developed strategy or action plan [Tick the relevant project partners] • Other target group [free text field 500 characters] 6. Timeline of establishment/preparation of strategy or action <table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left; width: 33.33%;">Start date</th> <th style="text-align: left; width: 33.33%;">End date</th> <th style="text-align: left; width: 33.33%;">Total duration</th> </tr> <tr> <td style="width: 33.33%;">[Date field]</td> <td style="width: 33.33%;">[Date field]</td> <td style="width: 33.33%;">[Automatic calculation in months]</td> </tr> </table> 7. Joint development: which partners have been involved in the drafting and preparation of the strategy or action plan? <ul style="list-style-type: none"> • [drop-down menu – list of partners + Countries] – multiple selection possible. 8. Describe the joint development process implemented while preparing the strategy or action plan. <ul style="list-style-type: none"> • [Free text field] 1000 Characters] 9. Describe the applicability of the strategy or action plan in real-life conditions in other contexts (in other geographical/sectoral/target audiences, etc.) <ul style="list-style-type: none"> • [Free text field 1000 characters] 10. Describe how ready the strategy or action plan is for uptake by stakeholders. <ul style="list-style-type: none"> • [Free text field 1000 characters] 11. Additional evidence (e.g. signed documents, operational documents). <ul style="list-style-type: none"> • [Attachments section] | Start date | End date | Total duration | [Date field] | [Date field] | [Automatic calculation in months] |
| Start date | End date | Total duration | | | | | | | |
| [Date field] | [Date field] | [Automatic calculation in months] | | | | | | | |

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| OUTPUT RCO 84 O.2 Pilot actions developed jointly and implemented in projects | <p>The indicator counts the pilot actions developed jointly and implemented by supported projects.</p> <p>The scope of a jointly developed pilot action could be to test procedures, new instruments, tools, experimentation, or the transfer of practices.</p> <p>In order to be counted by this indicator, - the pilot action needs not only to be developed, but also implemented within the project and the implementation of the pilot action should be finalised by the end of the project.</p> <p>If a project includes more than one pilot action, each pilot action must be reported on separately.</p> <p>Jointly developed pilot action implies the involvement of organisations from at least two participating countries in its implementation.</p> | Pilot action | <ol style="list-style-type: none"> 1. Title of Output: [pre-filled from AF] 2. Select type [drop-down menu – multiple selection possible] <ul style="list-style-type: none"> • Demonstration • Validation • Monitoring • Value chain • Living lab • Other: explain <p>Explanations [Text FIELD 1000 characters]</p> 3. Delivery date of pilot action Delivery date: dd/mm/yyyy 4. Location(s) where the pilot action has been implemented [Drop down menu] Nuts codes list – multiple selection necessary All territorial units - NUTS 1,2,3 – must be selected 5. Is there a link to any investments carried out in the project (if applicable)? <ul style="list-style-type: none"> • Yes • No • Not applicable <p>If yes, describe [Text FIELD 500 characters]</p> 6. Were there any deviations from the initial delivery plan for the pilot action (including delays that may have resulted in project modifications)? <ul style="list-style-type: none"> • Yes • No <p>If yes, describe [Text FIELD 1000 characters]</p> 7. How did the pilot action contribute to the joint project solution(s)? [Text FIELD 1000 characters] 8. Was the pilot actionsuccessful? <ul style="list-style-type: none"> • Yes • Partly • No <p>Describe successes, challenges and/or failures. Also include partial successes, if relevant. [Text FIELD 1000 characters]</p> 9. How did the successes, challenges and/or failures in the pilot action impact the related solution(s)? Describe successes, challenges and/or failures. Also include partial successes, if relevant. [Text FIELD 1000 characters] 10. Additional evidence (e.g., photos). [Attachment section] |
|--|---|--------------|---|

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| OUTPUT RCO 116 O.3 Jointly developed solutions | <p>The indicator counts the number of jointly developed solutions from joint pilot actions implemented by supported projects.</p> <p>A jointly developed solution implies the involvement of organisations from at least two participating countries in the drafting and design process of the solution.</p> <p>To be counted in the indicator, an identified solution should include indications of the actions needed for it to be taken up or to be upscaled.</p> <p>Jointly developed solutions for administrative or legal frameworks should be excluded under this indicator.</p> | Solution | <ol style="list-style-type: none"> 1. Title of Output: [pre-filled from AF] 2. Solution type [drop-down menu] <ul style="list-style-type: none"> • Method • Measure • Process • Product • Service • Technology • Mechanism • Proof of concept • Other: explain • A combination of the above: explain Explanation [Text FIELD 2000 characters] 3. Describe the solution by providing all technical, operational, environmental, economic and social aspects of the solution developed by the project. [Describe the solution- 2000 characters] 4. Joint development: which partners have been involved in the joint development of the solution? [drop-down menu] List of partners – multiple selection 5. Describe the joint development process used to develop the solution. [Free text field 1000 characters] 6. Describe the applicability of the solution in real-life conditions, in other contexts (in other geographical/sectoral/target audiences, etc.) [Free text field 1000 characters] 7. Is the solution ready for uptake in real-life conditions? <ul style="list-style-type: none"> • Yes • Partly • No Explanations [Text FIELD 1000 characters] 8. Additional evidence (e.g., photos) <ul style="list-style-type: none"> • [Attachments] |
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| OUTPUT RCO 85 0.4 Participations in joint training schemes | <p>The indicator counts the number of participations in joint training schemes.</p> <p>Participations in a joint training scheme are intended to be counted as registered participants who started the training.</p> <p>A joint training scheme implies the involvement of organisations from at least two participating countries (in the organisation of the training).</p> <p>A joint training scheme requires building knowledge in a certain topic and involves the training of participants over several sessions.</p> <p>A one-off meeting/event/internal session where information is disseminated should not be considered as a training scheme.</p> | Participant | <ol style="list-style-type: none"> 1. Title of Output: [pre-filled from AF] 2. Data on participants from organisations participating in joint training schemes. Only enter an organisation once – do not duplicate data. <table border="1" data-bbox="833 244 2165 632"> <thead> <tr> <th>A. Organisation name</th><th>B. Type of organisation</th><th>C. Location of the organisation</th><th>D. Number of participants per organisation</th><th>E. Type of training delivered</th></tr> </thead> <tbody> <tr> <td>Text field</td><td>[Drop-down menu] (select one option)</td><td>[Drop-down menu] NUTS codes – NUTS1, 2, 3, post code</td><td>[Numerical field – whole numbers]</td><td>[Drop-down menu] Trainings relating to: • Human resources • Technical resources • Organisational structures • Governance structures • Other</td></tr> </tbody> </table> | A. Organisation name | B. Type of organisation | C. Location of the organisation | D. Number of participants per organisation | E. Type of training delivered | Text field | [Drop-down menu] (select one option) | [Drop-down menu] NUTS codes – NUTS1, 2, 3, post code | [Numerical field – whole numbers] | [Drop-down menu] Trainings relating to: • Human resources • Technical resources • Organisational structures • Governance structures • Other |
|---|---|---|---|---|-------------------------|---------------------------------|--|-------------------------------|------------|---|---|-----------------------------------|---|
| A. Organisation name | B. Type of organisation | C. Location of the organisation | D. Number of participants per organisation | E. Type of training delivered | | | | | | | | | |
| Text field | [Drop-down menu] (select one option) | [Drop-down menu] NUTS codes – NUTS1, 2, 3, post code | [Numerical field – whole numbers] | [Drop-down menu] Trainings relating to: • Human resources • Technical resources • Organisational structures • Governance structures • Other | | | | | | | | | |
| RESULT RCR79 R.1 Joint strategies and action plans taken up by organisations | <p>The indicator counts the number of joint strategies and action plans (not individual actions) adopted and implemented by organisations during or after the project completion.</p> <p>At the time of reporting this indicator, the implementation of the joint strategy or action plan need not to be completed but effectively started.</p> <p>The organisations involved in take-up may or may not be direct participants in the supported</p> | Strategy/ action plan | <p>Title of result [pre-filled from AF]</p> <ol style="list-style-type: none"> 1. Select type: [Drop-down menu]: • Strategy • Action plan 2. Start date of uptake of strategy or action [Date field] 3. Geographic location(s) of uptake of strategy or action plan [Drop-down menu] • Nuts codes list – multiple selection necessary – NUTS 1,2,3 • All three territorial units must be selected 4. Sectoral uptake of strategy or action plan (only if applicable) [Drop-down menu] | | | | | | | | | | |

| | | | |
|---|--|-----------------|---|
| | <p>project. It is not necessary that all actions identified are taken-up for a strategy/action plan to be counted in this context.</p> | | <ul style="list-style-type: none"> · Sectoral list – multiple selection possible - NACE codes (from EUROSTAT and the list already being used in the AF)] · Other [free text field – 500 characters] <p>5. Stakeholders or target groups that have started the roll-out (implementation, adoption, etc) of the strategy or action plan [Drop-down menu]</p> <ul style="list-style-type: none"> · Project partner list (multiple selection possible) <p>Other [free text field]</p> <p>6. Which partner or associated organisations have been involved in activities that led to uptake of strategy / action plan? [Drop-down menu – list of partners]</p> <p>Multiple selection possible</p> <p>7. Describe activities carried out by partner or associated organisations that led to this uptake of the strategy / action plan.</p> <ul style="list-style-type: none"> • Date of activity - date field • Description of activity • Location of activity – NUTS 1, 2, 3 – multiple selection necessary <p>8. Additional evidence (e.g., photos, or signed documents). [Attachments section]</p> |
| <p>RESULT</p> <p>RCR 104 R.2</p> <p>Solutions taken up or upscaled by organisations</p> | <p>The indicator counts the number of solutions, other than legal or administrative solutions, that are developed by supported projects and are taken up or upscaled during the implementation of the project.</p> <p>The organisation adopting the solutions developed by the project may or may not be a participant in the project.</p> <p>The uptake / up-scaling should be documented by the adopting organisations in, for instance, strategies, action plans etc.</p> | <p>Solution</p> | <p>1. Date of uptake of solution [Date field – dd/mm/yyyy]</p> <p>2. Geographic location of uptake of solution (drop-down menu)</p> <ul style="list-style-type: none"> • NUTS code list • All three territorial units - NUTS 1,2,3 – must be selected <p>3. Sectoral uptake of solution [drop-down menu and/or free text]</p> <ul style="list-style-type: none"> • Sectoral list – multiple selection possible (NACE codes) (source: EUROSTAT database) • Other [free text field 500 characters] <p>1. Organisations (partners and other stakeholders or target groups, if applicable) that have taken up (i.e., adopted, implemented) the solution</p> <ul style="list-style-type: none"> • [Drop-down menu – list of partners] – multiple selection possible • Other [free text field 500 characters] <p>2. Which partner organisations have been involved in activities that led to uptake of the solution? [Drop-down menu – list of partners + Countries from AF] – multiple selection must be possible.</p> <p>3. Describe activities carried out by partner or associated organisations that led to the uptake of this solution.</p> |

| | | | <p>Date of activity Date field</p> <p>Location of activity NUTS codes list 1, 2, 3 (multiple selection possible) All NUTS codes need to be filled in</p> <p>Description of activity [free text field 500 character]</p> <p>4. What are the successes, challenges and/or failures of the solution? Describe successes, challenges and/or failures. Also include partial successes, if relevant. [Free text 1000 characters)</p> <p>5. Additional evidence Photos of pilot implementation leading to the solution, signed documents. Etc. [Attachments]</p> | | | | | | | | | | | | |
|---|--|--|--|---|--|--|---|--------------------------------------|--|--------------|------------------|--|--------------------------------------|---|--|
| <p>RESULT</p> <p>RCR81 R.3</p> <p>Completion of joint training schemes</p> | <p>The indicator counts the number of participants completing the joint trainings schemes organised by supported projects.</p> <p>Completion should be documented by the training organisers either through a record of the confirmed completions or by issuing certificates of completion of the training.</p> <p>In case of the certificates of completion, they do not necessarily require a previous national certification process of the issuing organisation.</p> | <p>Training scheme</p> | <table border="1"> <thead> <tr> <th>A. Name of organisation</th><th>B. Type of organisation</th><th>C. Location of the organisation</th><th>D. Number of participants per organisation</th><th>E. Type of training delivered</th><th>F. Number of participants that completed the training</th></tr> </thead> <tbody> <tr> <td>[Text field]</td><td>[Drop-down menu]</td><td>[Drop-down menu] NUTS codes : • NUTS 1, 2, 3</td><td>[Numerical field] – whole numbers</td><td>[Drop-down menu] Trainings relating to: • Human resources • Technical resources • Organisational structures • Governance structures • Other</td><td>[Numerical field] – whole numbers (Value cannot be higher than the one provided in column D)</td></tr> </tbody> </table> <p>Additional evidence Certificates of completion, etc. [Attachments]</p> | A. Name of organisation | B. Type of organisation | C. Location of the organisation | D. Number of participants per organisation | E. Type of training delivered | F. Number of participants that completed the training | [Text field] | [Drop-down menu] | [Drop-down menu] NUTS codes : • NUTS 1, 2, 3 | [Numerical field] – whole numbers | [Drop-down menu] Trainings relating to: • Human resources • Technical resources • Organisational structures • Governance structures • Other | [Numerical field] – whole numbers (Value cannot be higher than the one provided in column D) |
| A. Name of organisation | B. Type of organisation | C. Location of the organisation | D. Number of participants per organisation | E. Type of training delivered | F. Number of participants that completed the training | | | | | | | | | | |
| [Text field] | [Drop-down menu] | [Drop-down menu] NUTS codes : • NUTS 1, 2, 3 | [Numerical field] – whole numbers | [Drop-down menu] Trainings relating to: • Human resources • Technical resources • Organisational structures • Governance structures • Other | [Numerical field] – whole numbers (Value cannot be higher than the one provided in column D) | | | | | | | | | | |

| RESULT | The number of organisations that increased their institutional capacity in the thematic field of the project by actively participating in cooperation activities across borders. | Organisation | A. Organisation name | B. Location of organisation | C. Status of the organisation in the project | D. How has the organisation changed because of the project? | E. Describe change (in relation to column D – how has the organisation changed because of the project). |
|--|---|--------------|----------------------|---|--|---|---|
| R.4 Organisations with increased institutional capacity due to their participation in cooperation activities across borders | <p>An organisation may or may not be a project partner. Types of organisations include, but are not limited to, public authorities, research institutions, SMEs, and NGOs.</p> <p>An organisation is to be counted if it has undergone this kind of learning process through project activities. This is defined as more than one instance of exchange in which the organisation played an active role.</p> <p>An organisation is to be counted no more than once per project regardless of how many activities it was involved in or how many departments were involved.</p> <p>An organisation is to be counted only if its increased institutional capacity is in the thematic field of the project.</p> | | [Text field] | <p>[Drop-down menu] NUTS codes : NUTS 1,2,3 + post code</p> | <p>[Drop-down menu]</p> <ul style="list-style-type: none"> • Project partner • external stakeholder • Project end-user • Other | <p>[Drop-down menu]</p> <ul style="list-style-type: none"> • Used new knowledge or skills • Adopted new tools • Adopted new procedures or workflows • Changed the organisational structure • Other | <p>[Text field]</p> <p><i>Please refer to the info bubble for information (i)</i></p> |