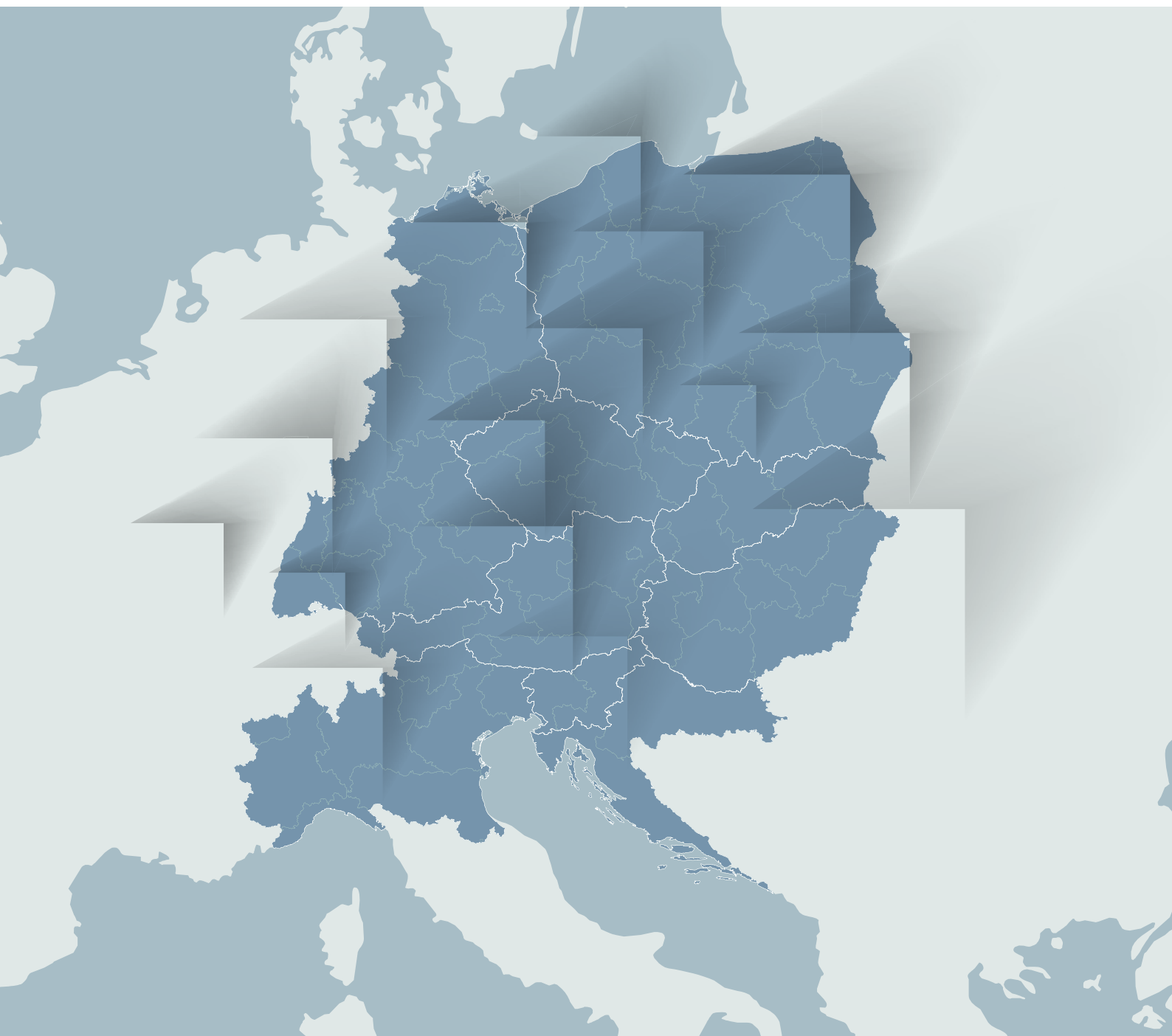


APPLICATION MANUAL

Third Call

Version 1
September 2017



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I. Introduction

Providing comprehensive information, guidance and advice to applicants are key aspects for improving the quality of project applications. The Interreg CENTRAL EUROPE Programme offers thorough support in preparing project applications on the national and the transnational level during the application process.

II. Support in preparing the application form

In addition to this application manual, guidance and support will be offered through following tools and measures.

Main information tool: Interreg CENTRAL EUROPE website

The programme website on www.interreg-central.eu is the one-stop-shop for finding published information related to the call. It offers answers to frequently asked questions, all relevant call documents and tools as well as a timeline, news and information on applicant events.

For latest updates you can also register with the programme newsletter at www.interreg-central.eu/newsletter

Country-specific sections of the programme website provide additional information on national contacts as well as possible national obligations for applicants:

www.interreg-central.eu/national-information

Partner search tools: Interreg CENTRAL EUROPE Online Community and LinkedIn

The Interreg CENTRAL EUROPE Online Community is an online platform for connecting applicants before and during the call. It is accessible through the programme website at www.interreg-central.eu/community and - after free registration - offers a collection of transnational project ideas and contacts to lead applicants that are still searching for additional partners.

On LinkedIn, the programme offers applicants another opportunity to connect and exchange on project ideas. The project idea group can be joined on www.linkedin.com/in/InterregCE

Guidance in national languages: National contact points

National contact points function as the first point of contact for applicants seeking individual guidance. In their guidance, national contact points assist applicants during the development of their project ideas and provide general feedback especially related to national requirements. They also help identifying potential synergies between project ideas.



Guidance in national languages: National information days

National information days are organised by national contact points to provide applicants with basic programme as well as call- and country-specific information. Basic thematic guidance will also be offered in some of these events. If possible, it is recommended to participate in a national event before joining the transnational thematic workshops organised for project idea holders in November (see below).

For regular updates on national information events please check
www.interreg-central.eu/national-information

Guidance in English language: Webinars on specific issues

Detailed information about, for example, how to fill in the eMS application form, how to detect State aid issues, how to build a work package, etc. will be presented in a comprehensive series of short webinars and online walkthroughs. There will also be online Q&A sessions on specific topics enabling potential applicants to interact directly with the JS.

A detailed schedule of webinars and online walkthroughs is available at
www.interreg-central.eu/youtube

They will be recorded and published on the programme website and the programme YouTube channel to allow for distant learning at the applicants' own speed.

Guidance in English language: Thematic workshops

A support measure specially designed for the responsible drivers of an application are transnational thematic workshops. The workshops will take place back to back in Prague (Czech Republic) on 7 and 8 November 2017 offering a mix of theoretical inputs and practical exercises.

Please note that participation to the workshops will be limited to project idea holders that have already submitted their project idea(s) to the Interreg CENTRAL EUROPE Online Community (see above) before registration. Ideas submitted to the online community do not have to be published if preferred.

Registration to the workshops will open soon after the launch of the call, please check
www.interreg-central.eu for further information.

The training will be documented on the programme website for all other interested applicants.

Guidance in English language: Helpdesk

The helpdesk of the JS provides basic information on the call (including basic thematic guidance) and also the electronic monitoring system (eMS). It can be reached on weekdays during working hours at +43 1 8908088-2403 or via e-mail at helpdesk@interreg-central.eu.