

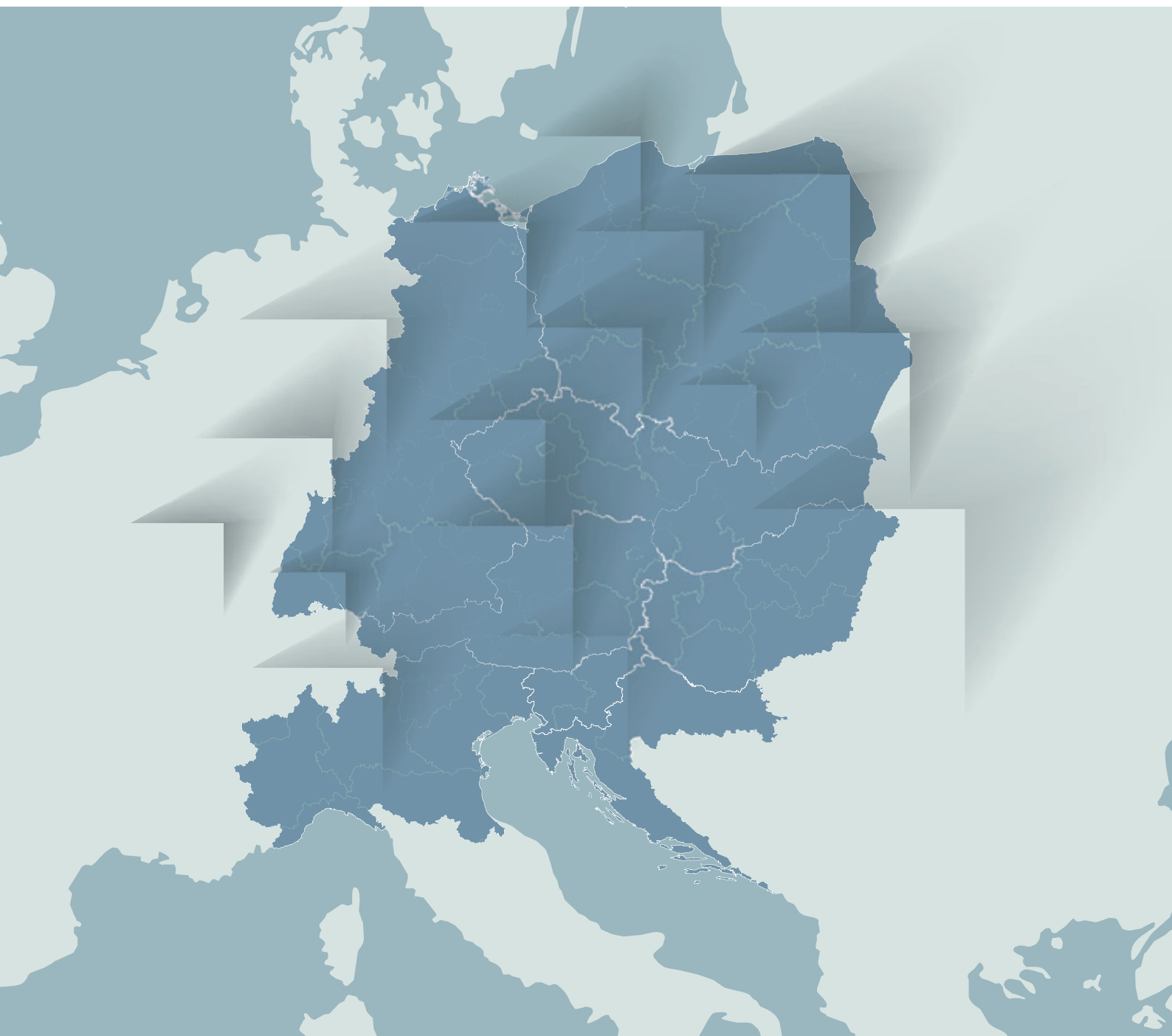
# CHANGE LOG

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Overview on main changes  
introduced to the application process

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Version 1  
26. April 2016



This document provides an overview of main modifications introduced to the application process between the first and second call for proposals.

## Call announcement

REFERENCE (CALL 2)	MAIN TOPIC	DESCRIPTION OF CHANGE
All sections	Second call organised in a one-step procedure	The entire announcement was revised to take account of the fact that the second call for proposals is organised in a one-step procedure.
§ 5	Allocation of funds per priority axis	ERDF available for the call (around EUR 90 Mio) is indicatively allocated to each programme priority axis.
§ 11	Co-financing rate for EGTC	A specification of the co-financing rate for EGTCs that cover regions with different co-financing rates has been introduced.
§ 12	Maximum allowed project duration	The maximum allowed project duration has been reduced from 48 to 42 months. A project duration beyond 36 months has to be regarded as exceptional.
§ 13	Minimum acceptable quality level for relevance	The requirement of a minimum acceptable quality level has been introduced within the "relevance" assessment criterion. Furthermore, a specification concerning the monitoring committee decision on project selection at the level of each priority axis has been added.

## Application manual

REFERENCE (CALL 2)	MAIN TOPIC	DESCRIPTION OF CHANGE
All parts	Second call organised in a one-step procedure	The entire application manual was revised to take account of the fact that the second call for proposals is organised in a one-step procedure.

### PART A - WHAT IS INTERREG CENTRAL EUROPE

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### PART B - WHAT PROJECTS WE ARE LOOKING FOR

I.5	Innovativeness of projects	Further guidance was added with regard to programme expectations concerning the innovativeness/novel character of a project.
II.1.2	Location of EGTCs	A specification was added with regard to the notion of location applicable to EGTCs.
II.1.3	Project start date in application form	A specification was added that projects shall start their implementation within two months from the date of signature of the subsidy contract.
II.1.3	Requirements for financial guarantee	A link was introduced to a document which defines requirements of the financial guarantee that has to be provided by private lead partners.
II.1.4	Involvement of associated partners	The chapter was completely revised to simplify the approach to associated partners. The involvement of such partners has to be reflected in the project work plan and only brief information has to be provided in the partnership section (section B) of the application form.
II.3	Characteristics of investments	New guidance as well as an example were added on the transnational characteristics of investments in Interreg CENTRAL EUROPE projects.
II.3	Ownership of investments	A new specification was added in line with changes introduced to the financial parts (chapter II.7.3).
II.5	Maximum project duration	The maximum allowed project duration was reduced from 48 to 42 months. A project duration beyond 36 months has to be regarded as exceptional.
II.6	Co-financing rate for EGTC	A specification of the co-financing rate for EGTCs that cover regions with different co-financing rates was introduced.
II.7.3	Ownership of investments	A new specification was added with regard to ownership requirements of land and buildings where investments are implemented.

REFERENCE (CALL 2)	MAIN TOPIC	DESCRIPTION OF CHANGE
<b>PART C - HOW TO DEVELOP A GOOD PROJECT</b>		
II.	Clarification of role of project communication	Information on the role of project communication was further clarified.
V.	Alignment of project management provisions with implementation manual	The entire chapter was updated in order to align project management provisions with the programme implementation manual, ensuring consistency.
VI.	Project communication planning	Information on planning communication was further clarified.
<b>PART D - HOW TO APPLY WITH US</b>		
III.	Update according to latest eMS version	The entire chapter was updated (including screenshots) in line with the latest available version of the eMS.
IV.2	Fine tuning of wording	Wording in the entire chapter was fine-tuned and further clarified.
IV.2.2	Associated partners	In section B of the application form only limited information is required on associated partners, i.e. institution name, country and project partner to which they are associated.
IV.2.3.1	Innovativeness of projects	A specification was added on programme expectations concerning the innovativeness/ novel character of a project.
IV.2.4.1	Relationship between deliverables and outputs	The hierarchy between deliverables and outputs and their relationship was further clarified.
IV.2.4.2	Alignment with structure of the application form	The structure of this chapter was aligned with the application form, including descriptions of work packages in the manual that now follow the same order as in the application form.
IV.2.4.2	Involvement of associated partners	Guidance was added on the need to specify the involvement of associated partners in the description of the thematic and communication work packages.
IV.2.4.2	Sustainability and transferability specifications	Explanations were introduced regarding the sustainability and durability of project outputs, emphasising the link to the communication work package and the involvement of associated partners.
IV.2.4.2	Characteristics of investments	An attention box on the need to fulfil programme requirements on the characteristics of investments was added. Furthermore, the investment example was revised.
IV.2.4.2	Reworded guidance on communication work package	Guidance on filling in the communication work package was further clarified.
IV.2.4.5	Activities outside the programme area	Provisions on activities outside the programme area were moved into the budget section of the application manual (section E.2).
IV.2.5	Update according to latest eMS version	The chapter was re-structured in line with the new version of eMS. The chapter now contains additional provisions on expenditure outside the programme area as well as a new automatic table with the project budget breakdown.
IV.2.5.1	Linkage between duration of periods and budget data	An attention box was added highlighting the risk of losing data in case of revision of the duration of periods after having filled in financial tables.
IV.2.7	Specification of different models for annex V	A specification on the existence of different models of annex V (lead applicant and partner declarations) has been included.
IV.2.7	Deletion of Annex VIII	Following the inclusion of Annex VIII (additional indicators in the application form template) this annex was deleted.
V.	Changed numbering	As the second call is organised in a one-step procedure, former chapter V.1 concerning the assessment of step 1 applications was deleted. The numbering of the following sub-chapters was updated.
V.1 a)	Changed formal/ administrative requirements	Formal/administrative requirements were adapted to the second call. In particular, provisions on lead applicant and partner declarations were revised.
V.1 b)	Specification of financial viability test	The financial viability test, which is performed on private lead applicants as part of the "financial capacity check", was further specified with regard to the assets/ liabilities ratio.

REFERENCE (CALL 2)	MAIN TOPIC	DESCRIPTION OF CHANGE
V.1 c)	Specification of capacity and legal status checks	Provisions were updated concerning the verification of the correctness of declarations submitted by applicants (including the verification of the declared legal status). Furthermore, specific provisions concerning partners located in EU Member States outside the programme area and EGTCs were added.
V.1 e)	Modification of the relevance assessment criterion	The assessment criterion "relevance" was modified. Higher emphasis was given to the innovativeness/novel character of projects (assessment sub-criterion 1.6).
V.1 e)	Modification of the implementation assessment criterion	The assessment criterion "implementation" was modified. The two former sub-criteria 3.1 (suitability of planned approach/methodology and linkage of investments to project objectives) and 3.2 (coherence and timing of the work plan) were merged into the new sub-criterion 3.1. Furthermore, the wording of the assessment sub-criterion 3.4 (communication) was aligned with the wording used in the manual.
V.1 e)	Minimum acceptable quality level for relevance	A minimum acceptable quality level was introduced to the assessment criterion "relevance", leading to rejection of proposals not meeting such requirement.
V.1 e)	Selection of proposals at priority axis level	A specification was added concerning the monitoring committee decision on project selection at the level of each priority axis.
V.2	Updated overview on selection process	The picture that gives an overview on project assessment and selection process was updated.
V.3	Requirements for financial guarantee	A link was introduced to a document that defines requirements for the financial guarantee to be provided by private lead partners.

#### PART E - WHAT SUPPORT WE OFFER

II.	General programme support measures	Information was updated on national and transnational support measures offered to applicants.
II.	Individual consultations with the joint secretariat	The approach to individual consultations was updated according to requirements of the second call.

#### ANNEXES

V.	Non-interactive template	The models of lead applicant and partner declarations were developed as non-interactive templates.
VII.	Separation of subsidies from capital and revenues	In order to allow a better understanding of the financial viability test (as part of the "financial capacity check") for private non-profit entities, subsidies were separated from capital and incomes. The simplified financial statement template was updated accordingly.
(VIII.)	Annex deleted	The annex was deleted after including the table on additional indicators in the application form template..
(IX.)	Annex deleted	The annex was deleted because the breakdown per cost items under budget lines 4 "External expertise and services", 5 "Equipment" and 6 "Infrastructure and works" can now be provided directly in the budget section of the application form.

## Application form

### REFERENCE (CALL 2)

### MAIN TOPIC

### DESCRIPTION OF CHANGE

<b>All parts</b>	Wording improvements	The wording of the application form was revised to improve readability and give clearer guidance on information to be filled in.
<b>B.1</b>	Nature of private partners	Information was included on the profit or non-profit nature of private partners.
<b>B.2</b>	Simplification of associated partners section	Information that has to be provided on associated partners was simplified. Only limited information now has to be filled in.
<b>C.5</b>	Integration of section on additional indicators	The table on additional indicators (thematic and communication - previous Annex 8) was integrated into the application form.
<b>D.1 WP M</b>	Pre-defined management activities	The four pre-defined activity titles were included in WP Management.
<b>D.1 Investment Specification</b>	Break-down of investment costs	A provision was added that applicants have to provide a break-down of costs related to the investment.
<b>D.1 Investment Specification</b>	Target groups of investments deleted	The section on target groups of an investment was deleted because it duplicated information provided for the linked pilot action.
<b>D.1 WP C</b>	Simplification of WP Communication	The strategic planning of the communication work package was simplified. Up to two communication objectives and approaches will have to be chosen to communicate (up to 5) concrete key project outputs, which the project wants to transfer/mainstream.
<b>(D.3)</b>	Section shifted	Section D.3 "Activities outside the programme area" was shifted to E.2, adapting it to the newest version of eMS.
<b>E,F</b>	New/restructured sections	A new section E.3 "Project Breakdown Budget" was introduced including an overview table with filtering functions which is exportable to excel.
<b>G</b>	Annex VIII deleted from list of obligatory annexes	As additional indicators were integrated in the application form, the annex was deleted from the list.