



CILJ 3 Teritorialno sodelovanje



Tretji razpis programa Srednja Evropa

Nacionalni informativni dan
Ljubljana, 8. april 2010

Tomaž Miklavčič
Ministrstvo za okolje in
prostor

Tretji razpis programa

- Začetek: 15. marec 2010
- Zaključek: 7. maj 2010
- Razpoložljiva sredstva ESRR: 60 mio EUR
- Vse programske prioritete
- Enofazni postopek razpisa
- Razpisna dokumentacija dostopna na spletni strani programa Srednja Evropa: www.central2013.eu/

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Central Europe supports

INNOVATION
Facilitating Innovation Across Central Europe

ACCESSIBILITY
Improving accessibility to, and within Central Europe

ENVIRONMENT
Using our Environment Responsibly

COMPETITIVENESS
Enhancing competitiveness and attractiveness of cities and regions



SELECT A REGION or go to [ALL REGIONS](#)

THIRD CALL OPEN
DOWNLOAD APPLICATION PACK

PROJECT IDEAS
CENTRAL EUROPE FORUM

PROJECT IDEAS

The Programme facilitates the generation of project ideas and partner search process by posting them online. Interested members of the CENTRAL EUROPE Community have Project Ideas that they would like to share with the CENTRAL website readers, looking for the new partners, informing about their potential projects.

APPROVED PROJECTS

The Programme currently supports 66 projects in the fields of innovation, accessibility, environment and competitiveness of cities and regions. Please find here a randomized selection of already successful projects and detailed information all approved projects.

NEWS

CENTRAL NEWS
25 March 2010
[www.central2013.eu re-launched](#)

16 March 2010
CENTRAL EUROPE searches for new promising projects

OTHER NEWS
01 April 2010
Programme implementation inches forward

EVENTS

CENTRAL EVENTS
08 April 2010
National Info Day Slovakia

08 April 2010
National Info day Slovenia

OTHER EVENTS
19 April 2010
Potentials for Territorial Co-operation

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YOU ARE HERE: [CENTRAL PROJECTS](#) >> [APPLYING FOR A PROJECT](#) >> [3RD CALL FOR PROPOSALS OPEN!](#)



[PRINT THIS PAGE](#)

THE THIRD CALL FOR PROJECT PROPOSALS IS OPEN!

The CENTRAL EUROPE [Managing Authority](#) invites public and private organisations established in the EU Central Europe regions to present proposals for the 3rd application round, which will be open for submission of project proposals from 15 March to 7 May 2010.

The detailed conditions of this call for project proposals can be found in the [Application Manual 3rd Call](#) and in the [Corrigendum of Application Manual 3rd Call](#).

The Application Pack 3rd Call containing among others the "Application Manual", the "Application Form" and other relevant documents can be downloaded [HERE](#).

We also recommend you to refer to the following links/documents:

- [Country-specific information](#)
- [European Commission State Aid Website](#)
- [Programme contacts](#)
- [Frequently Asked Questions \(FAQ\)](#)

The CENTRAL EUROPE Programme Team wishes you a successful application and looks forward to receiving many interesting projects.


EUROPEAN UNION
 EUROPEAN REGIONAL DEVELOPMENT FUND

[Disclaimer](#) | [Intranet](#)

Proračun projektov in njihovo trajanje

Proračun projektov:

- Od 1 do 5 milijonov EUR vseh upravičenih sredstev iz proračuna;
- v izjemnih primerih so odobreni tudi projekti z višjim ali nižjim proračunom.

Trajanje projektov:

- med 30 in 36 mesecev (zgornja meja je 48 mesecev)
- projekti zaključeni pred 31.12.2014

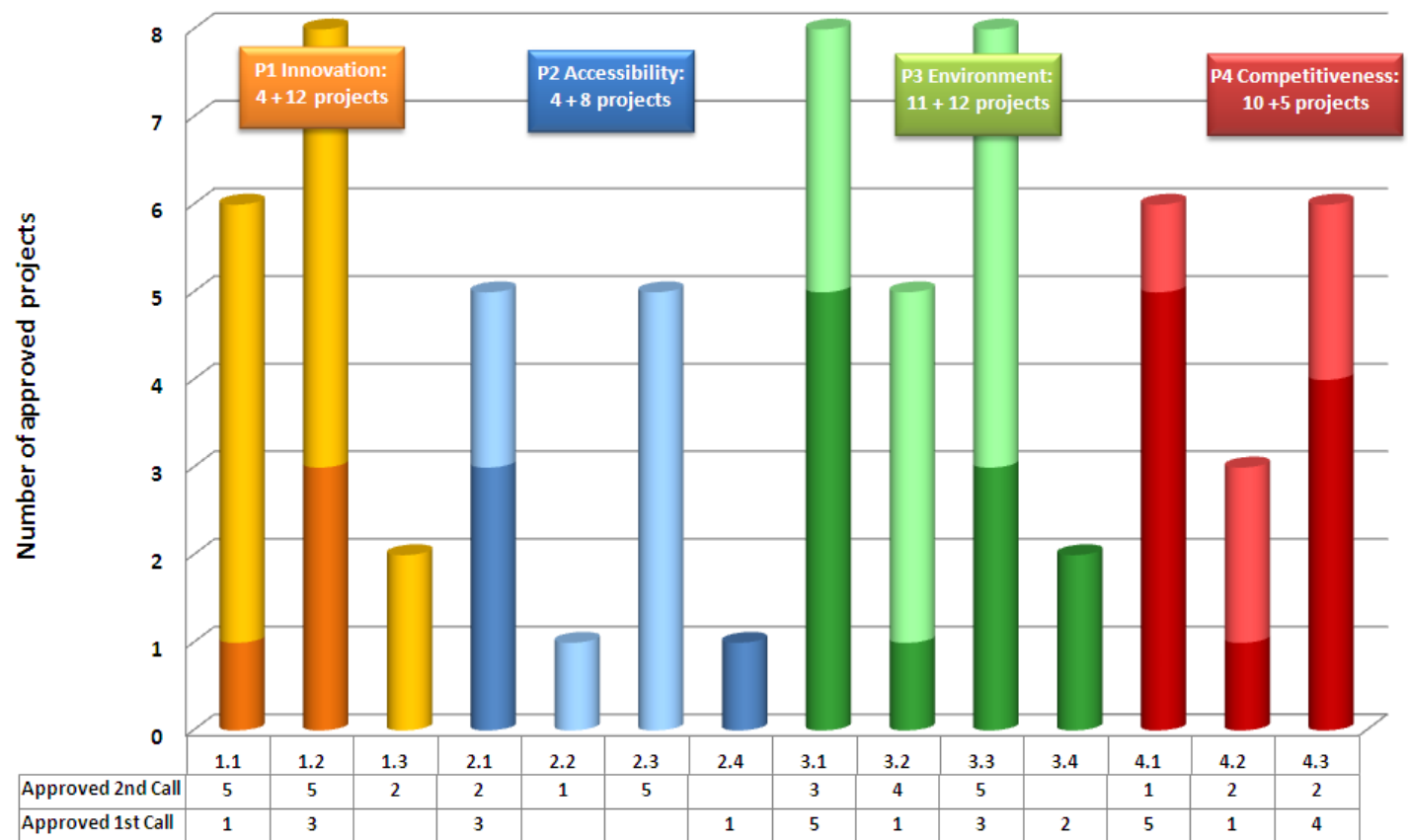
Deleži sofinanciranja

- do 75% sredstev partnerji iz: Avstrija, Italija in Nemčija;
- do 85% sredstev partnerji iz: Republika Češka, Madžarska, Poljska, Slovaška in Slovenija;
- do 75% sredstev partnerji iz držav članic EU izven območja programa Srednja Evropa (pravilo 20%).

Prioritete programa

Prioriteta 1: Pospeševanje inovacij po vsej Srednji Evropi	Prioriteta 2: Izboljšanje dostopnosti Srednje Evrope in znotraj nje	Prioriteta 3: Odgovorna raba okolja	Prioriteta 4: Izboljšanje konkurenčnosti in privlačnosti mest in regij
1) Izboljšanje okvirnih pogojev za inovacije	1) Izboljšanje medsebojne povezljivosti v Srednji Evropi	1) Oblikovanje visoko kakovostnega okolja z upravljanjem in varovanjem naravnih virov in dediščine	1) Razvijanje policentričnih poselitvenih struktur in teritorialnega sodelovanja
2) Vzpostavitev institucij in kadrov za prenos in uporabo inovacij	2) Razvijanje multimodalnega logističnega sodelovanja	2) Zmanjšanje tveganj in vplivov naravnih nesreč in tistih, ki jih povzroči človek	2) Soočanje s teritorialnimi učinki demografskih in socialnih sprememb na urbani in regionalni razvoj
3) Pospeševanje razvoja znanja	3) Pospeševanje trajnostne in varne mobilnosti	3) Podpiranje uporabe obnovljivih virov energije in povečanje energetske učinkovitosti	3) Izkoriščanje kulturnih virov za privlačnejša mesta in regije
	4) Pospeševanje informacijsko-komunikacijskih tehnologij in alternativnih rešitev za izboljšanje dostopa	4) Podpiranje okolju prijaznih tehnologij in dejavnosti	

Approved 1st and 2nd Call Projects (per Aol)



Pričakovane značilnosti projektov

- **Transnacionalnost:** Jasna povezanost s transnacionalnim problemom ali izzivom –rabo endogenih potencialov, skladnost projekta s cilji programa
- **Celovit pristop:** Medsektorski pristop in celovit pristop na območje
- **Inovativen pristop**
- **Učinkovit projektni management**
- **Vidnost in konkretnost rezultatov**
- **Prenosljivost rezultatov, njihov dolgoročen učinek**
- **Obstaja potreba po tovrstnih rezultatih, uporabniki rezultatov so znani**

Projektno partnerstvo

Obsega vsaj:

- tri projektne partnerje;
- iz treh različnih držav;
- od katerih sta vsaj dva partnerja z območja EU in s programskega območja programa Srednja Evropa ali pridružena partnerja “Assimilated partners”.

Pravilo 20%

V projektih lahko sodelujejo tudi partnerji iz držav EU izven območja sodelovanja, vendar:

- njihov proračun ne sme preseči 20% sredstev iz ESRR za celoten projekt;
- ne morejo biti vodilni partnerji v projektih;
- njihove aktivnosti v programih morajo biti v korist za območje sodelovanja;
- njihova vključenost je obravnavana kot izjemna in mora biti jasno opredeljena in utemeljena.

APPLICATION PACKAGE

What has to be submitted?



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EUROPEAN UNION
EUROPEAN REGIONAL
DEVELOPMENT FUND

Checksum

APPLICATION FORM

European Territorial Cooperation Objective
CENTRAL EUROPE Programme

Finalize and print Application Round 3

Don't remove the Excel protection. You risk that the form will be damaged and thus the application will become INELIGIBLE

Title of the project:

Acronym:

Lead Applicant (official name of the institution in English):
(Lead Partner)

Lead Applicant country: Region:

Priority:

Area of Intervention:

Duration:

Start date	End date	Duration (months)

Form has to be filled in and returned by post as printed version and on CD-ROM/other device:
CENTRAL EUROPE Programme
Joint Technical Secretariat
Museumsstraße 30A/II
A-1070 Vienna, Austria

Phone +43 (0) 4000 - 76 142
Fax +43 (0) 4000 - 59 76 141

1. Please enter the stars below into the map to indicate the geographic location of the project. If there are not enough stars available, simply copy them. Please send this map together with the application form (electronic and printed).

Declaration on the status of the Applicant according to the State Aid discipline
(on Applicant letter headed paper)

Title of the project:

1. Land use

2. In the field of

3. The project

4. The project

5. The project

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APPLICATION FORM 3rd Call + ANNEXES 3rd Call

Do not submit additional documents!

APPLICATION DOCUMENTS

How to submit ?



Application Form (AF) and its Annexes to be sent

- not later than 7 May 2010
- by normal **post/courier** (postmark!) or
- directly delivered **by hand** (before 5:00 pm)
- in one **single envelope**
- e-mail to info@central2013.eu informing on the submission (without attachments!)

In both cases the envelope must include

- the **hard copies** of all necessary documents and
- a **CD-Rom**/other electronic support with
 - ✓ Application Form
 - ✓ Map
 - ✓ Simplified Financial Statement (only in case of private Lead Applicant within P1)



APPLICATION PACKAGE

What is checked?



- Fulfilment of the **minimum project requirements**
- Meeting of **administrative compliance criteria** (eligibility, minimum formal and legal requirements)

Info & Support:

- Related information is included in the **Application Manual 3rd Call**
- “Intelligent” AF providing ERROR /INCOMPLETE messages
- **Instructions for Applicants** how to complete the AF
- FAQs on website

Strict handling of formal criteria!



AF and ANNEXES

What has to be submitted?



- 1) **Application Form**
- 2) **Map** with Location of Partners
- 3) **Management Structure** (*Flow-Chart – no template provided*)

DECLARATIONS

- 4) **Co-financing Statements incl. Declaration on Administrative and Financial Capacity and on Legal status** - *3 different forms depending on location and status of the partner:*
 - > *Public authority, public equivalent body, private institution, international organisation acting under national law*
 - > *International organisation acting under international law*
 - > *Third country partner*
- 5) **Declaration** on status according to the **State Aid discipline**
- 6) **Simplified Financial Statement** and related **supporting documents** (*only private Lead Applicants within Priority 1*)

APPLICATION FORM 3rd Call Structure



1- Basic Information

2- Project Outline

2.1 Relevance

2.2 Methodology

2.3 Sustainability and Knowledge
Management

2.4 Partnership

2.5. Investment

3- Work Plan

4- Project Partners

5- Project Budget

6- Timeline (Visualisation of Work Plan)

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Checksum

APPLICATION FORM

European Territorial Cooperation Objective
CENTRAL EUROPE Programme

finalize and print Application Round 3

Don't remove the Excel protection. You risk that the form will be damaged and thus the application will become INELIGIBLE

Title of the project:

Acronym:

Lead Applicant (official name of the institution in English):
<LeadPartner>

Lead Applicant country: Region:

Priority:

Area of Intervention:

Duration:

Start date	End date	Duration (months)

Form has to be filled in and returned by post as printed version and on CD-ROM/other device:
CENTRAL EUROPE Programme
Joint Technical Secretariat
Museumstraße 31A/III
A-1070 Vienna, Austria

Phone +43 (0) 4000 - 76 142
Fax +43 (0) 4000 - 33 76 141

APPLICATION FORM 3rd Call

What has changed?



Checksum

- ✓ ensuring consistency of electronic & hard copy version
- ✓ “Finalize and print” button
- ✓ In case of changes afterwards, the button has to be pressed again before printing the AF!!!

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Checksum

APPLICATION FORM

European Territorial Cooperation Objective
CENTRAL EUROPE Programme

Finalize and print Application Round 3

Don't remove the Excel protection. You risk that the form will be damaged and thus the application will become INELIGIBLE

Title of the project:
Test Frauentag

Acronym:
08.Mär

Lead Applicant (official name of the institution in English):
Lead Applicant

Lead Applicant country:
Austria

Region:
Niederösterreich

Priority:
Priority 1

Area of Intervention:
1.1 Enhancing Framework Conditions for Innovation

ANNEX

Map - Location of Partners



Map - Location of Partners:

- Visualisation
 - Drag the stars to the relevant region
- ✓ To be submitted in electronic and hard copy version

The screenshot shows a form titled 'Partnership-map' with instructions and a map of Europe. The instructions are: 'Please drag the stars below into the map to indicate the geographic location. In case there are not enough stars available, simply copy them. Please submit this map together with the application form (electronic and printed).'. Below the instructions are three rows of stars: a single red star for 'Location of the Lead-Partner', five blue stars for 'Location of partners inside the CE Programme area', and five yellow stars for 'Location of EU partners outside the CE Programme area'. Below the stars is a note: 'Please see the FAQs on the Application Manual: 3rd Call for a definition of "assimilated partners"'. At the bottom is a map of Europe with a green background and white borders of the countries.

Flow Chart on the Project Management Structure:

- **No template** provided by the Programme



Co-financing Statement, Declaration on Administrative and Financial Capacity and on Legal Status



Lead Applicant

Declaration & CFS included in AF

Total ERDF requested for project

This part remains hidden for legal status “Public authority”

Co-Financing Statement of Lead Applicant

To be provided:

- ✓ signed
- ✓ dated
- ✓ stamped
- ✓ hard copy (is part of the AF)

Co-financing Statement and Declaration on Administrative and Financial Capacity and on Legal status by the Legal Representative of the Lead Applicant Organisation

I, the undersigned, representing <Lead Partner>

request from the Managing Authority (MA) an ERDF contribution of 0,00 EUR with a view to implementing the action that is the subject of this project proposal.

I declare that:

- I am authorised by my organisation to sign the Application Form on its behalf;
- All information contained in this application is correct to the best of my knowledge;
- The organisation represents that the adequate legal entity to participate in the call for proposals;
- The organisation representative is:

The organisation represents financial capacity to complete the prepared action and in particular:

- The prepared financial commitment is adequate to the organisation's size and capacity;
- Its own capacity of providing resources is adequate to the project (co-financing);
- Eventual delays in ERDF reimbursement will not undermine the organisation's capacity of implementing the foreseen actions within the project;
- Its financial involvement in the project does not undermine the organisation's daily activities.

The organisation represents that the administrative capacity to complete the prepared action and in particular:

- It has enough internal human resources to ensure sound project management and coordination, and the timely performance of the prepared actions. In the absence of these, additional necessary resources are properly included in the project budget;
- It has appropriate infrastructure and tools to ensure the adequate performance of the prepared actions;
- Its administrative involvement in the project does not undermine the organisation's daily activities.

All partners of this prepared comply with the rules on beneficiaries' articles in Reg. (EC) No 1083/2006, 1083/2006 and No 1023/2006 and their amendments.

Certify that the organisation represents:

- Is not bankrupt, being wound up, or having its affairs administered by the courts, has not entered into an arrangement with creditors, has not suspended its payments, is not the subject of proceedings concerning these matters, nor is it in any analogous situation deriving from a similar procedure provided for in national legislation or regulations;
- Has not been convicted of offence concerning the professional conduct by a judgment which has the force of 'res judicata';
- Has not been convicted of offence concerning the professional conduct personally by any means which the Contract Authority can justify;
- Has fulfilled its obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which it is established;
- Has not been the subject of a judgment which has the force of 'res judicata' for fraud, corruption, involvement in a criminal organisation or any anti-legal activity detrimental to the Communities' financial interests;
- Following another procurement procedure or grant award procedure financed by the Community budget, has not been declared to be in serious breach of contract for failure to comply with its contractual obligations as stated in Article 93(1) of Reg. (EC) No 1605/2002 and its amendments.

I acknowledge that:

- The organisation represents will not receive ERDF funds if it finds itself, at the time of the grant award procedure, in contradiction with any of the statements certified above, or in quality of misrepresentation in supplying the information required by the MA as condition of participation in the grant award procedure or has failed to supply this information;
- In the event of this application being approved, the MA has the right to publish the name and address of this organisation, the subject of the grant and the amount allocated to the cost of funding.

Confirm that:

In the event of project approval the organisation represents commit itself to the operation, and will provide: 0,00 EUR

The specific actions listed in this project proposal have not and will not receive any other aid from the Structural Funds or other Community financial instruments. In the event that any of such funding is received after the submission of this proposal during the implementation of the project, my organisation will immediately inform the MA.

By signing this I confirm that the prepared project is in line with the relevant EU and national legislation and policies of all countries involved.

Official stamp of Partner institution:

Signature of the legal representative:

Date:

Navigation: Cover Sheet Basic information Project outline Work plan

Co-financing Statement, Declaration on Administrative and Financial Capacity and on Legal Status



Partners must fill-in the right template according to their location and legal status.

Excel document includes 3 different forms:

- EU partners & intern. organisations under national law
- International Organisations under international Law
- Third Country partners

To be provided:

- ✓ on headed paper
- ✓ signed
- ✓ dated
- ✓ stamped
- ✓ hard copy

[illegible]

ANNEX

Declaration on State Aid



- For **all** partners receiving ERDF except of intern. Organisations;
- If partner considers itself as undertaking according to the State Aid discipline, the *de-minimis* regime will apply and related data will be requested in the form.
- Interactive form
- Including check list

To be provided:

- ✓ on headed paper
- ✓ signed
- ✓ dated
- ✓ stamped
- ✓ hard copy

The image shows a 'State Aid check list' form from CENTRAL EUROPE and the EUROPEAN UNION. The form is titled 'State Aid check list' and includes a table for recording state aid received. The table has columns for 'Year', 'Amount (in €)', and 'Date of acquisition'. The form also includes sections for 'Declarations', 'Acknowledgements', and 'Signatures'. The form is partially filled out with blue ink.

Year	Amount (in €)	Date of acquisition	Law/regulation according to which the contribution is awarded (please also specify)
2008			
2009			
2010			
Sum:			
Total			

Declarations

I, the undersigned, representing [Name of the institution]

listed as [Name of the institution]

declare that:

1. Within the State Aid discipline, the institution I represent shall be considered []

2. In case of project approval the following activities will be implemented. Please fill in all the boxes where activities will be carried out by you:

Work Package 2

[] you have 0 characters (max. 1,000 characters)

Work Package 3

[] you have 0 characters (max. 1,000 characters)

ANNEX

Simplified Financial Statement



- Only for **private Lead Applicant** (Priority 1)
- Instruction Section
- Form
- Pre-filled example available

To be provided:

- ✓ on headed paper
- ✓ signed
- ✓ dated
- ✓ Stamped
- ✓ hardcopy and e-version

Instructions for the "Simplified Financial Statements" form

Who should submit the form?
The "Simplified Financial Statements" table in Excel should be completed by the Private Lead Applicant. The requested figures are for the latest available financial statements which have been audited and approved by the organisation's stakeholders and/or delivered to the relevant tax authorities.

Instructions for completion
Only cells not highlighted in yellow should be completed. The requested figures are for the latest available financial statements which have been audited and approved by the organisation's stakeholders and/or delivered to the relevant tax authorities.

Please fill-in all yellow marked fields and print on letter headed paper for signing.
How to fill-in the form please take a look at the table: "Instructions" within this file.

Simplified Financial Statement				
Lead Applicant				
Project acronym	Proposal number			
Requested ERDF funding from the CE programme in EUR	project duration (months)			
Closing date of last financial period (dd/mm/yyyy)	Duration of last financial period in	Currency	EUR	EUR
Balance sheet				
Net fixed assets				#WERT!
Current assets (maturity less than one year)				#WERT!
Cash and cash equivalents				#WERT!
Total assets	0,00			#WERT!
Capital including reserves				#WERT!
Provisions				#WERT!
Long term debt (maturity above one year)				#WERT!
Current liabilities (maturity less than one year)				#WERT!
Total liabilities and capital including reserves	0,00			#WERT!
Profit and loss account				
Total revenues				#WERT!
Personnel costs				#WERT!
Other operating costs				#WERT!
Operating profit	0,00			#WERT!
Net financial income/charges				#WERT!
Net extraordinary items				#WERT!
Taxes on profit				#WERT!
Profit/loss for the period	0,00			#WERT!
Signature				
Date				
Name of the Signatory (Legal Representative)				
Title of the Signatory				
Official stamp of Partner institution				

ANNEX

Simplified Financial Statement



The Simplified Financial Statement has to be accompanied by **additional supporting documents:**

- ✓ **Copy of the most recent balance sheet (according to national accountancy regulations);**
- ✓ **Copy of the most recent profit and lost accounts (according to national accountancy regulations);**
- ✓ **Copy of an independent audit report of the most recent balance sheet and profit and loss account**

OR

Independent auditor's certification stating that the accounts give a true and fair view of the Lead Applicant financial situation

DECLARATIONS

Who submits what? - Overview



Form \ Partner	Lead Applicant	EU-Partners	Partners (Int. Org. under nat. law)	Partners (Int. Org. under int. law)	Partners (Third country)
Co-financing Statement, incl. Declaration on Capacities, Legal Status <i>(part of Application Form)</i>	✓				
Co-financing Statement, incl. Declaration on Capacities, Legal Status <i>(Annex - different forms)</i>		✓	✓	✓	✓
State-aid self-declaration	✓	✓			
Simplified Financial Statement and supporting documents <i>(only private Lead Applicant, Priority 1)</i>	✓				

APPLICATION DOCUMENTS

Lessons learned from 2nd Call



Carefully check **criteria** listed in **5.2.1 Administrative Compliance Check** of Application Manual 3rd Call

Avoid ineligibility of your application due to formal mistakes.

REMEMBER!

- ✓ Completeness of the documents (all obligatory Annexes for all partners included; all hard copies & necessary e-versions provided);
- ✓ Provided templates used and texts not been amended;
- ✓ Documents properly filled-in and in full;
- ✓ Documents are on headed paper;
- ✓ Documents are dated, signed (original handwritten), stamped;
- ✓ Documents signed by the legal representative as in AF or duly authorized person;
- ✓ Co-Financing Statements indicate same amount as AF;
- ✓ In case of fax/scan Annexes: submission of originals within 3 working days after the Call deadline by LP

APPLICATION FORM Check List



Check List:

all boxes have to be
answered with

Yes or N/A

**No ERROR or
INCOMPLETE
messages**

Checklist for submission of the Application Form	
Yes N/A	
☒	The filled in Application Form and related Annexes have been sent to the Joint Technical Secretariat by normal post or courier no later than 7 May 2010 (date as per post mark). In case of delivery by hand, the application must arrive before 5 p.m.
☒	The original paper version of the filled in Application Form (including hard copy version of all Annexes), together with a CD-ROM or any other electronic support (including the electronic version of the Application Form and the Map, and in case of private Lead Applicant under Priority 1 also the SFS) are submitted in a single envelope.
☒	The Lead Applicant has sent an e-mail to the JTS (info@central2010.eu) announcing the submission of the project proposal including the project title and acronym not later than 7 May, 2010.
☒	Only the Application Package of the 3rd call for proposals has been used and all submitted documents are completed in English.
☒	The paper version of the filled in Application Form is not bound in order to ease photocopying.
☒	Hard copy and electronic versions of the Application Form, the map and if applicable, the SFS, are equal in content.
☒	Both versions of the Application Form show no ERROR messages (fully and properly filled in).
☒	The hard copy version of the Application Form is in original, dated, stamped and signed by the legal representative/duly authorised person of the Lead Applicant in original (i.e. only original, handwritten signature will be accepted).
☒	The hard copy versions of the Annexes (Co-financing Statements, Declarations on Administrative and Financial Capacity and on Legal status; the Declaration on status in relation to the State Aid discipline; if applicable, on Partners' letter head, original (i.e. handwritten) submitted by the Lead Applicant).
☒	All submitted Declarations of the text have been made.
☒	The figures indicated in Capacities correspond to the filled in Application Form.
☒	State Aid Declarations of International Organisations.
☐	In case the Lead Applicant is following requirements: included; copy of the auditor's certification in the Application Form and
☒	A flow chart indicating the project structure.
☒	A map showing the location of all partners has been attached.

Table of Content/ ERROR Messages

0. Cover Sheet		
1. Basic Information	ERROR (line 114)	INCOMPLETE (line 83)
2. Project outline		INCOMPLETE (line 13)
2.5 Investment		
3. Work Plan		INCOMPLETE (line 872)
4. Partnership and Budget		INCOMPLETE (line 238)
5. Project Budget	ERROR (line 18)	INCOMPLETE (line 71)
6. Timeline		

Version 9.0

SOURCES OF INFORMATION



- **Operational Programme (OP)**
- **Application Manual 3rd Call**
- **Instructions for Applicants:**
How to complete the AF
- **FAQs**

(Implementation Manual)

(Audit and Control Guidelines)



Hvala za pozornost!

www.cilj3.mop.gov.si

www.central2013.eu