



Guidance and Rules

From project idea to
Expression of Interest

Interwork event – Den Haag
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Christoffer S. Villsen







The aim of this session

In context of the Expression of Interest application form format we will go through the main rules and relevant guidance which should enable you to submit a higher quality application.





Guidance

Rule



You are ready for the Expression of Interest when:

- + The concept is advanced in its development
- + You are close to having an established consortium
- + You know and can define a clear budget frame
- + You can clearly define the objective
- + You can give a clear indication of expected project results





Rule

General principles

- + Approved activities only
- + 50% funding – Paid as reimbursement
- + Beneficiaries in application only
- + Costs required for implementing the project only
- + No double funding
- + No maximum or minimum project budgets





Content of the Expression of Interest

Four steps

- + Main information
- + Project description
- + Project objectives and expected results
- + Project budget





Main information

1. Project idea identification 2. Project description 3. Project objectives and expected results 4. Project budget

1.1 Project title *

1.2 Project acronym *

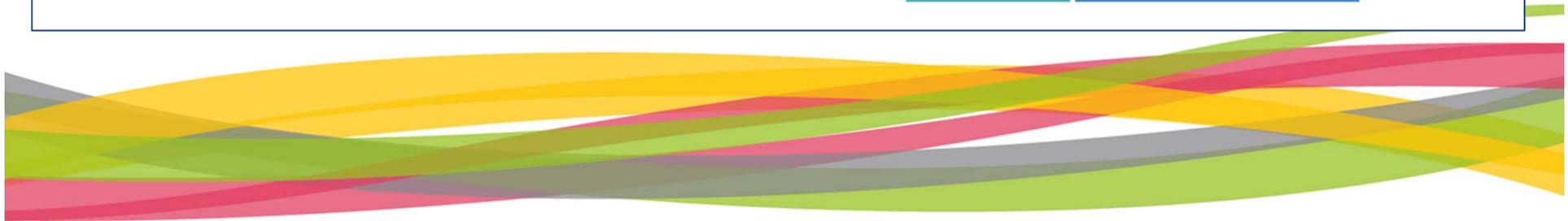
1.3 Lead Beneficiary *

1.4 Start Date * 

1.4 End Date * 

1.5. Programme Priority * ▼

1.6. Specific objective * ▼





Project description

- + Project summary
- + The shared territorial challenge(s)
- + The approach to address the shared challenge(s) - including what is new about this approach
- + Why transnational cooperation is needed



Project objectives and expected results

- + The overall project objective
[What do we want to achieve with the project]
- + The project detailed objectives
[What is the major steps towards achieving the overall objective]
- + The expected project results
[How do we measure the outcome of the pilots and what is the baseline for the measurement]





Rule

Indicators

- + Read Fact Sheet 23! - Don't get rejected for technicalities!
- + Check programme definitions of indicators '**deliverables**', '**outputs**' and '**results**'
 - ➔ Result indicators are essential at EoI stage– they must measure the benefit from carrying out the project





Project budget

- + **Overview of the project partners**
[Basic information of your partners, their budget and their role in the project]
- + **The role of the partners**
[What is the partner's role in the project]
- + **Investments**
[Description and explanation - clear justification]





Location of beneficiaries and expenditure

- + **Key message:** As a basic rule all beneficiaries, activities and expenditure have to take place inside the boundaries of the North Sea Region.
- + Exception to the rule is that **max. 20% of eligible budget** per project can be allocated to beneficiaries and activities outside North Sea Region area





Roles and responsibilities

- + Every project has a **Lead Beneficiary**, who has overall responsibility for ensuring the project is delivered according to the approved project.
- + **All beneficiaries** – responsible for own activities and accuracy of expenditure
- + **Local partnerships**: Coordinating beneficiary and co-beneficiaries (same country!)





Private sector beneficiaries

- + Private sector beneficiaries can be a risk factor but also be an asset

- + Changing from normal business practices – some examples of requirements and additional rules:
 - State aid
 - Documentation
 - Revenue
 - Tendering





Rule

What to focus on next!

- + The budget lines
- + Handling staff costs
- + Procurement
- + Specialised equipment vs. regular equipment





How will your EOI be assessed

- + Transparent assessment criteria
[\[outlined in fact sheet 19\]](#)
- + Only what is in the Expression of Interest will be assessed – no annexes
- + Call specific requirements - Guidance note for call 10





Assessment categories (Fact sheet 19)

- + Project context
- + Cooperation character
- + Project contribution to Programme's objective, expected results and outputs
- + Partnership relevance
- + Investments and budget



How do we support your work?

VB/NSRP Online Monitoring System 🖨️ 12 📧 ⌚ 29:58 ? HELP 🌟 Demo LeadBen ▾

Project Applications
[Write the name of your project] ([Write the project acronym])

🏠 Home > Project Applications > Expression of Interest > [Write the name of your project]

1. Project idea identification 2. Project description 3. Project objectives and expected results 4. Project budget

1.1 Project title * [Write the name of your project]

1.2 Project acronym * [Write the project acronym]

1.3 Lead Beneficiary * [Who will be the lead beneficiary]

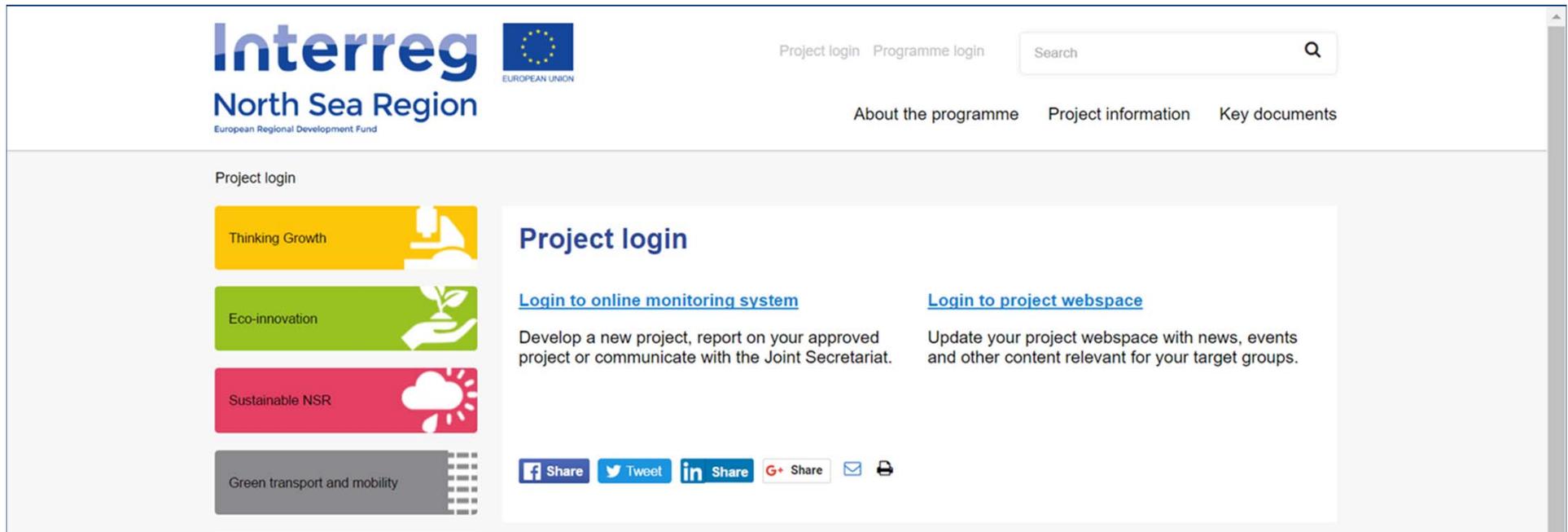
1.4 Start Date * 2017-01-01 📅

1.4 End Date * 2018-06-30 📅



Guidance

How can I access the OMS?



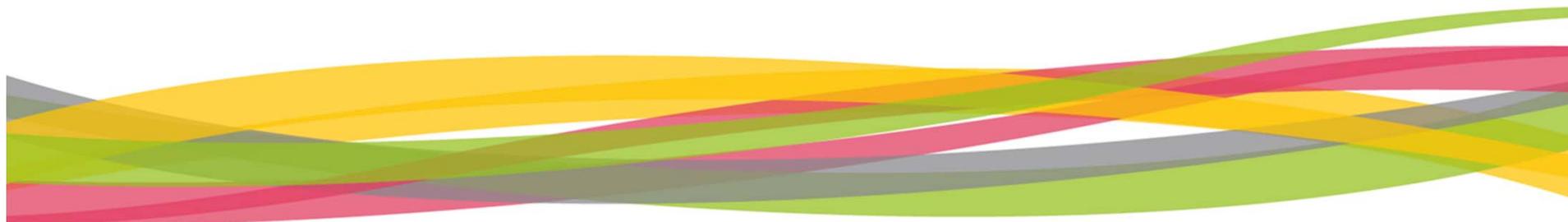
The screenshot shows the website header with the Interreg North Sea Region logo and the European Union flag. Navigation links include 'Project login', 'Programme login', a search bar, and 'About the programme', 'Project information', and 'Key documents'. The main content area is titled 'Project login' and features four categories: 'Thinking Growth', 'Eco-innovation', 'Sustainable NSR', and 'Green transport and mobility'. The 'Project login' section contains two links: 'Login to online monitoring system' and 'Login to project workspace', each with a brief description. Social media sharing buttons for Facebook, Twitter, LinkedIn, and Google+ are also present.

www.northsearegion.eu → [Project login](#)



How much can I write?

<u>Section of Expression of Interest form</u>	<u>Character limit</u>
Project description	
2.1 – Project summary	1500
2.2 - What are the shared territorial challenges that will be tackled by the project?	3000
2.3 - What is the project's approach in addressing these shared challenges and/or joint assets and what is new about the approach the project takes?	3000
2.4 - Why is transnational cooperation needed to achieve the project's objectives and result?	3000
Project objectives and expected results	
3.1 - Project overall objective	1500
3.2 - Project results	3000
3.3 – Project detailed objectives	350
Project budget	
4.1 – Project partners overview	500
4.3 - Investments	1500





Key message

+ The almost ready concept

[You are ready to start implementing the concept in a near future]

+ Write in a clear and understandable language

[You are the experts - we are not]

+ Focus on project objectives and expected results

[Think ahead and plan for the full application]





Additional information

+ Programme website

<http://www.northsearegion.eu/project-information/>

+ joint Secretariat

+ National Contact Points

