

Estonia-Russia Cross Border
Cooperation Programme
2014-2020

Preparation of Full Application Form for LIPs

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Joint Technical Secretariat

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Pskov, Russia



Full Application Form: checklist



Basis, relevance and contribution to the programme

- ✓ in line with the project summary approved by the EC;
- ✓ clearly **fits** the selected thematic objective;
- ✓ programme level output indicators adopted, target values defined;
- ✓ objectives and results contribute to programme **result indicator targets**;



- ✓ **cross-border impact** and benefits described;
- ✓ influence on the cross-cutting issues defined;
- ✓ no duplication of activities with other projects funded by the EU or by other donors



Checklist: direct award requirements



- Budget share to acquisition of infrastructure - at least 2,5 million EUR



- FAF is within eligibility criteria defined by the Programme



- comply with the criteria for direct award of ENI CBC Implementing Rules (Article 41.1)














de jure or de facto
monopoly

specific
characteristics

Checklist: Elements of application











Requirement	Project Summary Form	Full Application Form
➤ Analysis of the problems provided		
➤ Intervention logic is coherent and it clearly contributes to the achievement of the objectives		
➤ Assurance of the sustainability of the project's expected results		
➤ Geographic coverage and target groups defined		
➤ Detailed project work plan included	Partly, section "Planned project activities"	
➤ Project implementation arrangements are clearly described	Section „Management and implementation structure“	
➤ Financial plan and the project budget are in line with sound financial management principles	Partly, Indicative budget	

LogFrame,
Annex 9

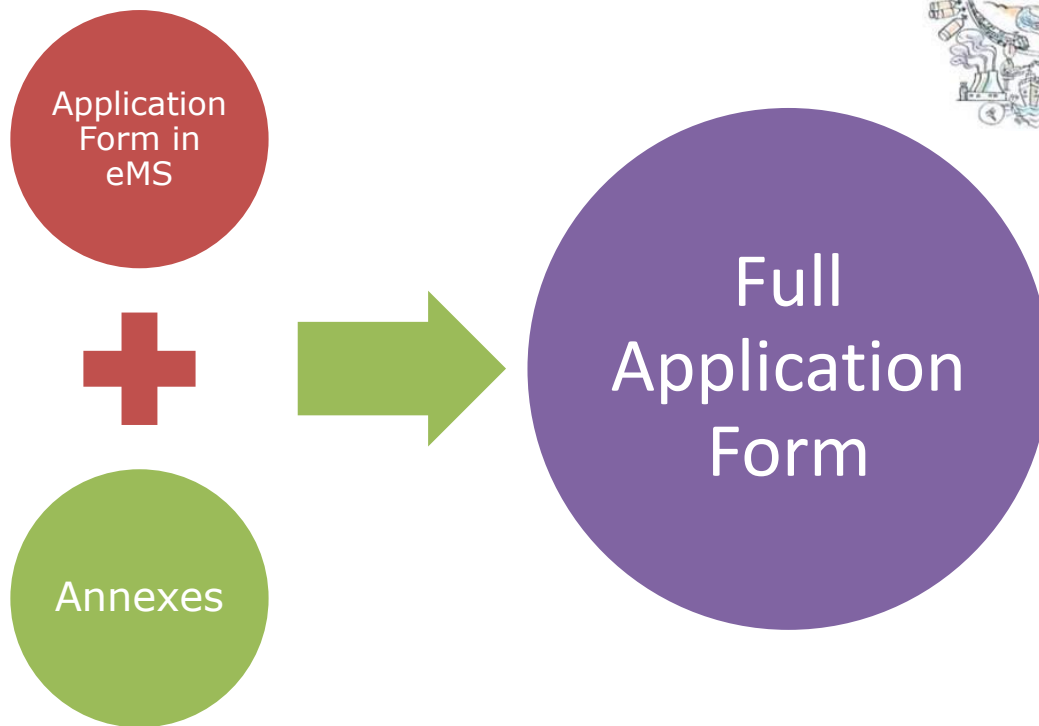
Checklist: Elements of application



Requirement	Project Summary Form	Full Application Form
➤ A detailed description of the infrastructure investment(s) and its (their) location		
➤ A detailed description of the capacity building component		
➤ Adequate visibility measures foreseen	Partly	
➤ Thorough risk analysis and reasonable measures for the mitigation of the defined risks	Included in section „Assessment of sustainability of project results“	
➤ A description of the monitoring and supervision arrangements of the project is included		

Separate WP
“Communication and
visibility” in FAF

Full Application Form



Application Form in eMS



eMS



Working tool for
FAF



Dashboard

Welcome Applicant 11

- Personal
 - Dashboard
 - Mailbox
 - Generated Files
 - User Account
- Applications
 - My Applications
 - Bookmarked Applications
- EMS Management
 - Calls

My Projects

Project_Id	Name	Acronym	Start	End	Lead Partner	L.P Nationality	Call	Timeslot	Specific Objective	Sub D
ER6	Testing Project	TestP	03.09.2017	03.09.2019	Estonian Org	EESTI	First open call		Improving cooperation between local and regional communities	

[Add Project](#)

My Mailbox

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Inbox	Subject	Date
Select A Mailbox Folder		

Show Own View

January 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14

Annexes to Application Form



As originals



Declaration by the Applicant



Legal Entity Sheet



Partner Statement



Letters of Endorsement
by the Associates



Evidence of ownership
or access to the land/
buildings

***for each
infrastructure
object***

Annexes to Application Form

via eMS

- **Environmental Impact Assessment** for concrete objects

If assessment in national language, summary in ENG

- **Feasibility Study or equivalent**, including the options analysis, the results, and independent quality review

In the line with national requirements (where such exists)

- **Full set of Technical documentation** for all infrastructure objects

- **Building permit (if available)**

In duly justified cases, MA accept a later submission of the building permit

Annexes to Application Form

via eMS

Technical requirements for planned suppliers

The Statutes or Articles of Association

Information and Communication plan

Financial plan

Logical Framework



***does not apply
to public bodies***

Annexes to Application Form

via eMS

The applicants and/or partners confirmation of meeting the criteria of a micro, small or medium sized enterprise

*Annex 5,
if applicable*

The applicants and/or partners declaration of respecting the relevant de minimis aid ceilings

*Annex 6,
if applicable*

The applicants declaration of applying State aid / de minimis aid provisions

*Annex 7,
if applicable*

The calculations (using a table provided by the Programme concerning the operating profit of the investment)

if applicable





Check the project

- **Correspondence** to the **Project Summary** approved by the European Commission;
- Full Application Form (FAF) with all annexes to be submitted in eMS by **set up deadline** - 04 September 2017;
- **Compliance** with a **Check-list** for submission of FAF (to be submitted together with the application);
- **All the fields** are filled in Full Application Form (eMS);
- Compliance with the **formal requirements** of the programme (duration doesn't exceed 31.12.2021; activities on programme territory, etc.)





Be ready for challenges!

Do you have any questions?

