



Interreg



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NEXT MED

e-Application Form User Guide

Version date: 2024/05/03

#everythingMEDpossible



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GENERALITAT
VALENCIANA
Presidencia



سلطة منطقة
الاقبة الاقتصادية الخاصة
AQABA SPECIAL ECONOMIC ZONE AUTHORITY



eForm - User Guide intro

This guide takes you through the electronic application form (eForm) to submit your project proposal under the call for standard projects.

All relevant information and documents are available at:

<https://www.interregnextmed.eu/apply-for-funding/first-call-for-proposals/>



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EAF - MAIN OBJECTIVES

Increase overall efficiency of the selection procedure

Ensure consistency among Programme objectives, results, outputs and indicators and project proposals

Support project compliance with the rules of the Call by including alerts, checks, guidance etc.

Implement the Result Based Management (RBM) approach



CRAFTING A SOUND INTERVENTION LOGIC

- Understand the key components that structure a project
- Demonstrate **change** (outcome on mid-term perspective), **impact** (long-term perspective), ambition and justify the need and added value of the project
- Design a **coherent, clear and achievable** intervention logic
- Must-read material:
 - Interreg NEXT MED Programme document
 - Performance framework methodology paper (definition of result/output indicators and information on target values)
 - Guide for project preparation



SETTING THE SCOPE OF THE PROJECT

Overall objective

- Ambition at large (at society, sector, transnational level)
- Corresponding to Interreg NEXT MED Programme Specific Objectives
- Ex.: *2.1 Promoting energy efficiency and reducing greenhouse gas emissions*

Main field of intervention

- Enables monitoring of financial allocation by intervention type, particularly for achieving a 30% EU budget expenditure target on climate objectives
- Determines choice of output/result indicators
- Ex.: *041. Energy efficiency renovation of existing housing stock, demonstration projects and supporting measures*

Specific objective

- Immediate, clear, achievable goal within the project's lifetime through planned activities and outputs. **Measurable and verifiable** at the end of the project.
- Recommended 1, **max. two** Specific Objectives at project level. Seek inspiration from 'List of indicative actions' contained in Programme document
- Ex: *1. To improve energy efficiency performance of identified existing infrastructures / 2. To boost citizen engagement in the adoption of energy efficiency measures*



DELIVERING ON THE PROMISE

Expected result

- Change in the local situation as direct consequence of the project implementation, the immediate advantage for beneficiaries or end users and the behavioural change
- **1 Expected Result per Project Specific Objective**
- Ex: 1. *At least a 20% improvement in energy efficiency in 50 targeted existing infrastructures* / 2. *A significant rise in the installation of energy-efficient appliances and systems in homes, as reported by at least 30% of the participating households*

Work Packages

- Cluster of activities to organize project implementation and plan distribution of tasks
- At least one technical Work Package per Expected Result / **2 mandatory WPs** (management + communication under leadership of Lead Applicant)
- Technical WPs (up to 4) can refer to different levels of intervention, such as the societal level (e.g., capacity building), the technical level (e.g., pilot projects, living lab) and the regulatory level (e.g., policy framework)

Outputs

- Products, capital goods and services which result from the implementation of project activities
- Ex: 1. *Customized retrofit measures implemented to enhance energy efficiency in buildings* / 2. *Online platform for easy access to energy efficiency information, featuring a directory of recommended appliances and a community support forum*
- **Max. 3 key activities per output, focus on replicable and transferable outputs**



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MEASURING ACHIEVEMENT

Output indicators	Result indicators
RCO01 Enterprises supported (of which: micro, small, medium, large)	RCR01 Jobs created in supported entities
RCO02 Enterprises supported by grants	RCR03 Small and medium sized enterprises (SMEs) introducing product or process innovation
RCO81 Participations in joint actions across borders	RCR81 Completion of joint training schemes
RCO82 Participations in joint actions promoting gender	RCR85 Participations in joint actions across borders after project completion
RCO84 Pilot actions developed jointly and implemented in projects	RCR84 Organisations cooperating across borders after project completion
RCO85 Participations in joint training schemes	RCR104 Solutions taken up or up-scaled by organisations
RCO87 Organisations cooperating across borders	
RCO90 Projects for innovation networks across borders	
RCO116 Jointly developed solutions	

- Focus on Interreg common indicators to better capture the outputs and results of cooperation action
- Limited number of result indicators, which are widely relevant to the different actions
- **Output indicators:** measure specific deliverables of the intervention
- **Result indicators:** measure the immediate effects of the intervention supported, with reference to the direct beneficiaries, population targeted or users of infrastructures

Applicants shall:

- provide clear information on the type, sector, scope, geographical area and timeframe of each indicator;
- explain how the target value will be calculated and how the indicator is going to be monitored.

Key concepts

- **Joint/Jointly:** involvement of organizations from at least two participating countries
- **After project completion:** entities have a formal agreement to continue cooperation, after the end of the supported project
- **Uptake/up-scaling of solutions:** should be documented by the adopting organisations in, for instance, strategies, action plans



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HOW TO PROCEED? eAF - STRUCTURE AND MAIN STEPS

- **Sign up** and login
- The e-AF will use your **preliminary information** to check compliance with the rule One project per “Programme Specific Objective” for each organization
- Draft your **summary** and proceed with all details when the partnership is defined, check also **KEEP database** (www.keep.eu/keep) to define some keywords for your project
- Focus on your **logical framework**, set the Specific objective(s) and expected result(s) to be addressed and define your **work packages (WPs)** consistently. Identify your **outputs** and the Programme indicators involving the partnership
- Complete the information of your WPs with Target Groups, Main Activities and draft your **budget**
- Upload all **mandatory documents**
- Complete, verify and submit your application. (to be completed soon)



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HOME PAGE

Home

Welcome to the on-line application system of the Interreg NEXT MED Programme.

The system allows you to:

- Draft and submit your **Application form for the Call for Proposals**
- Download all relevant documents and formats

First-time users: Create an account to start a new application.



[Sign up](#)

Returning users: Log in to continue an application.



[Login](#)

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For any technical support concerning the online Application Form, you can send an email to: eform-support@regione.sardegna.it

A user guide available [here](#) will help you to fill in the online Application Form.

For other questions regarding the online Application Form, please refer to the FAQ section on the Programme website.



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SIGN UP ([HTTPS://EFORM.INTERREGNEXTMED.EU/](https://eform.interregnextmed.eu/))

The password must contain a minimum of 8 characters with at least 1 Uppercase letter, 1 Lowercase letter and 1 Number.

The image displays two screenshots of the Interreg NEXT MED sign-up process. The top screenshot shows the 'Sign up' form with fields for Username, Email, Name, Surname, Phone, Fax, Password, and Repeat password. A tooltip is visible over the Password field, stating: 'The password must contain minimum 8 characters at least 1 Uppercase Alphabet, 1 Lowercase Alphabet and 1 Number'. A yellow arrow points from the 'Sign up' button to the bottom screenshot. The bottom screenshot shows the same page after registration, with a green confirmation message: 'Ok! An email has been sent to your email box, confirm your registration.' and a greyed-out sign-up form.

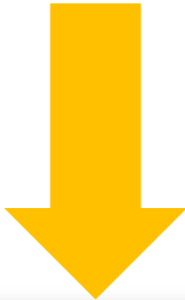


CONFIRM REGISTRATION

After registering to the Eform, you will need to confirm your email address.

You will receive a confirmation mail in which you need to activate the account (check the SPAM folder too)

You will then need to click on the link in the email or paste it into your web browser.



The screenshot shows the top navigation bar of the Interreg NEXT MED website. On the left, there is the Interreg logo (a colorful sun-like icon) and the text "Interreg" in blue, followed by the European Union flag and "Co-funded by the European Union". Below this is the "NEXT MED" logo. On the right side of the navigation bar, there are links for "Login", "Sign up", and a language selector showing "EN" with a dropdown arrow. Below the navigation bar, a white box contains a "Sign up" button and a message: "Your account has been validated, please login".



LOGIN

Insert the username and password chosen during registration to login and start your application



Login

Username

Password

Login

Do you need an account? [Sign up!](#)

[Forgot your password?](#)

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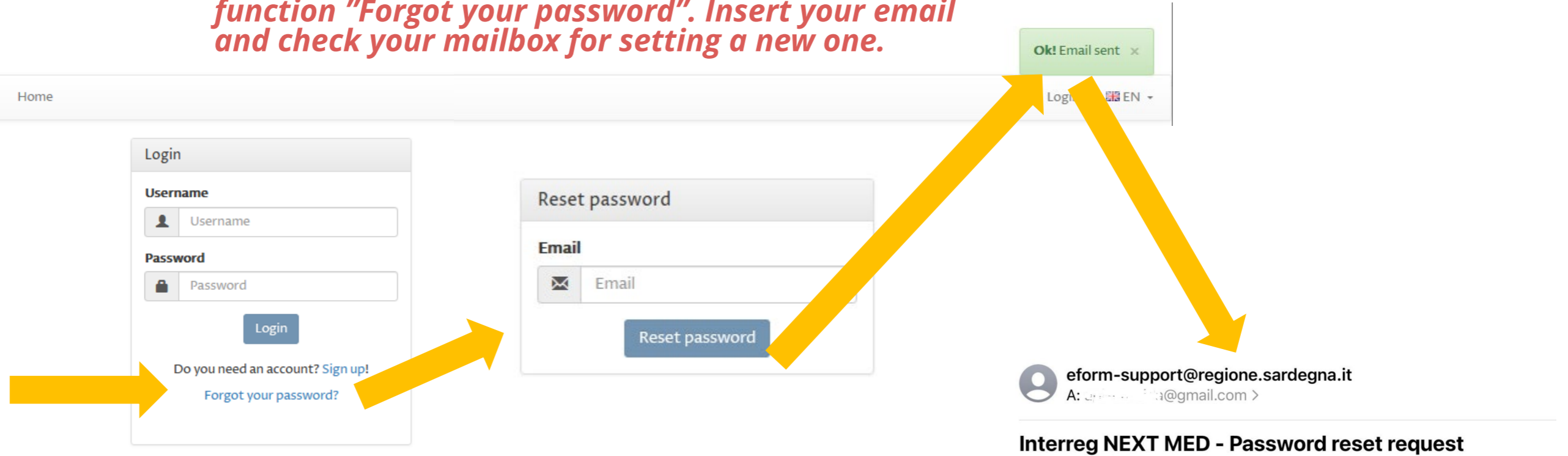
A user guide available [here](#) will help you to fill in the online Application Form.

For other questions regarding the online Application Form, please refer to the FAQ section on the Programme website.



RESET YOUR PASSWORD

If you loose your password you can use the function "Forgot your password". Insert your email and check your mailbox for setting a new one.



Ok! Email sent x

Do you need an account? [Sign up!](#)
[Forgot your password?](#)

Reset password

Reset password

eform-support@regione.sardegna.it
A: ...@gmail.com >

Interreg NEXT MED - Password reset request

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For other questions regarding the online Application Form, please refer to the FAQ section on the Programme website.



APPLICATION FEATURES 1/6

Time left: 1 month 11 days 1 hour 23 minutes 15 seconds
Status: Draft

Status of the proposal and time left

Call Deadline

User Area

Hello Nextmed1! Logout EN

Sections *Main Menu*

- Preliminary Info **100%**
- Project **100%**
- Partnership **80%**
- Work packages and budget (part 1) **10%**
- Environment **0%**
- Budget (part 2) **0%**
- Financial plan **0%**
- Financial capacity **0%**
- Documents
- Submit
- Export

Preliminary Info

Project info Applicant info

Data loading tabs

Call for Proposals:
First call for proposal

Title

Med for Future

14/250

Multilanguage

Maximum number of characters accepted

Acronym

Med4Future

10/16

Duration

30 months

Type of Project

1 - Thematic projects

Programme specific objective

2.1 (RSO2.1) Promoting energy efficiency and reducing greenhouse gas emissions

Save and Check

Button to Save and check data



APPLICATION FEATURES 2/6

Sections ↗

- Preliminary Info 100%
- Project 100%
 - Summary 100%
 - Relevance 100%**
 - Logical Framework 100%
 - Effectiveness 100%
 - Sustainability 100%
 - Cost-effectiveness 100%
 - Horizontal principles 100%
- Partnership 80%
- Work packages and budget (part 1) 10%
- Environment
- Budget (part 2) 0%
- Financial plan 0%
- Financial capacity 0%
- Documents
- Submit
- Export

Relevance **Submenu**

From 3.1.1 to 3.1.3 **3.1.4** **Data loading tabs**

3.1.1 Proposal relevance *i*

Explain why the proposal is needed and relevant in the context of the Interreg NEXT MED programme and how the project will contribute to the achievement of the Programme Priority and Specific Objective under which it has been submitted.

236/4000

3.1.2 Transnational dimension *i*

Explain the reasons why the proposal has a real transnational added value and why cooperation is needed to achieve the project Specific Objective/s. Describe how the proposal is relevant from a transnational point of view in relation to the common challenges and specific needs of the involved territories. Highlight to which extent the project will have tangible benefits in all concerned territories.

402/2000

3.1.3 Project beneficiaries *i*

Describe and quantify the project target groups and final beneficiaries. Explain how and why they were identified, detail their needs and how they will be addressed by the project, detailing the tangible support positive impact to them due to the intervention of the project. The clear identification of target groups and final beneficiaries, the detailed definition of their needs and their precise quantification have an important impact on the whole evaluation procedure with dedicated criteria.

499/4000

Percentage of progress

Button to Save and check data

Save



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APPLICATION FEATURES 3/6

Online help and **info points** are available to provide you with further information / guidance

Sign up

Username *
User

Email *
email@mail.com

Name *
NameUser

Surname *
SurnameUser

Phone
Phone

Fax
Fax

Password * ⓘ
.....

Repeat password * ⓘ
.....

* Required

Sign up

Summary

Summary ⓘ

Describe your project in a simple and appealing way following elements should be highlighted:

the joint challenges addressed at cross-border level
the expected change the project will make to the
the main outputs and who will benefit from them.

KEEP keywords ⓘ

Info

Verify in KEEP (www.keep.eu/keep) which synergies and complementarities your project might have with other initiatives already funded in your thematic field of intervention. If any, they could be listed

Energy efficiency, Evaluation systems and results -

Save

? = **HELP**
i = **INFO POINT**



APPLICATION FEATURES 4/6

English is set by default but you can draft your Application in French, instead. Make sure your proposal is entirely filled in **either in English OR in French**.

Sections ↗

Preliminary Info	100%
Project	95%
Partnership	80%
Work packages and budget (part 1)	10%
Environment	
Budget (part 2)	0%
Financial plan	0%

3.6 Cost-effectiveness

Multilanguage

 EN

 FR

3.6.1 Budget ⓘ

Budget

0/2000

3.6.2 Ratio and balance between the project costs and expected results

Justify why the ratio and balance between the estimated costs and the quantification of the expected results is consistent and satisfactory.



APPLICATION FEATURES 5/6


You can **hide the main menu** to have more room for data.

The screenshot displays the application interface for Interreg NEXT MED. On the left, a sidebar titled 'Sections' lists various project components with their completion percentages: Preliminary Info (100%), Project (9%), Partnership (80%), Work packages and budget (part 1) (10%), Environment, Budget (part 2) (0%), Financial plan (0%), Financial capacity (0%), Documents, Submit, and Export. The main content area shows the 'Preliminary Info' form, which includes fields for Title (Med for Future), Acronym (Med4Future), Type of Project (1 - Thematic projects), and Programme specific objective (2.1 (RSO2.1) Promoting energy efficiency and reducing greenhouse). A 'Save and Check' button is located at the bottom of the form. The top navigation bar features the Interreg and European Union logos, and a hamburger menu icon. Annotations with yellow arrows indicate that clicking the 'Sections' header closes the sidebar, and clicking the hamburger menu icon opens it.




APPLICATION FEATURES 6/6

The text area may be extended

Interreg  Co-funded by the European Union The call will end on 2024/04/30 at 13:00 (CET) Time left: 1 month 10 days 23 hours 48 minutes 23 seconds


NEXT MED Status: Draft

Interreg NEXT MED 2021 - 2027 Home Hello Nextmed1! Logout EN

Sections 


- Preliminary Info 100%
- Project 94%
 - Summary** 100%
 - Relevance 100%
 - Logical Framework 100%
 - Effectiveness 100%
 - Sustainability 100%
 - Cost-effectiveness 75%
 - Horizontal principles 83%

Summary

Summary 

Describe your project in a simple and appealing way as if you were trying to convince decision-makers and potential donors to support your proposal. In particular, the following elements should be highlighted:

- the joint challenges addressed at cross-border level;
- the expected change the project will make to the existing situation;
- the main outputs and who will benefit from them (the final beneficiaries).

KEEP keywords 

Energy efficiency, Evaluation systems and results -

420/2000

Save

Drag the right corner to enlarge the text area



PRELIMINARY INFO

The same organisation
can participate only
once **as Applicant**
under each Programme
SO (Specific objective)

You can submit
only one project
per SO!

The section on preliminary info checks your compliance with the rule of “one project per SO for each organization as Applicant”.

Additional checks will be performed by the Managing Authority during the eligibility verification



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PRELIMINARY INFO - PROJECT INFO

You can submit only one proposal as Applicant per Programme Specific objective!

 **Interreg**  Co-funded by the European Union The call will end on 2025/01/01 at 00:59 (CET) Time left: 10 months 29 days 14 hours 46 minutes 16 seconds
NEXT MED Status: Draft

Interreg NEXT MED 2021 - 2027 Home Hello nextmed! Logout EN

Sections 

- Preliminary Info 100%
- Preliminary Info** 100%
- Project 60%
- Partnership 40%
- Work packages and budget (part 1) 43%

Lead beneficiary
+
Organization
+
Applicant information
=
KEY

Preliminary Info

Project info Applicant info

Call for Proposals:
First call for proposal

Title
nextmed1

Acronym
NM1

Duration
36 months

Type of Project
1 - Thematic projects

Programme specific objective
1.2 (RSO1.3) Enhancing sustainable growth and competitiveness of SMEs and job creation in SMEs, including by productive investments

Save and Check

NB. You cannot change Type of Project nor programme specific objective anymore if you have already set some data in Logical Framework (in particular "Main intervention field of the Project")

Save and Check to load Applicant info



PRELIMINARY INFO - APPLICANT INFO

ENI CBCMED 2014 - 2020 Home Hello Test_user! Logout EN

Sections

- Preliminary Info 100%
- Project 0%
- Partnership 0%

Lead beneficiary + Organization + Applicant information = KEY

Submit

Preliminary Info

Project info Applicant info

Legal status: Ministry or other national public administration

Country: Jordan

Name of organisation: Lorem Ipsum 11/150

Applicant national registration number: AB123456 8/25

Email legal representative: LoremIpsum@email.com 20/50

Save and Check

If the rule is not respected, a warning message is displayed and a notification email is forwarded to the email address indicated in the preliminary info section for the legal representative.

Save and Check to complete the submission of your Preliminary Info



PROJECT



Interreg NEXT MED 2021 - 2027 Home

Sections ↗

Preliminary Info	100%
Project	94%
Summary	100%
Relevance	100%
Logical Framework	100%
Effectiveness	100%
Sustainability	100%
Cost-effectiveness	100%
Horizontal principles	83%

This section includes the following project details:

- Summary
- Relevance
- Logical Framework
- Effectiveness
- Sustainability
- Cost-effectiveness
- Horizontal principles

NB. It follows the Courtesy application form (doc format) available in the website



PROJECT - SUMMARY

Interreg NEXT MED 2021 - 2027 Home Hello Nextmed! Logout EN

Sections

- Preliminary Info 100%
- Project 94%
 - Summary 100%
 - Relevance 100%
 - Logical Framework 100%
 - Effectiveness 100%
 - Sustainability 100%
 - Cost-effectiveness 100%
 - Horizontal principles 83%

Summary

Summary ⓘ

Describe your project in a simple and appealing way as if you were trying to convince decision-makers and potential donors to support your proposal. In particular, the following elements should be highlighted:

- the joint challenges addressed at cross-border level;
- the expected change the project will make to the existing situation;
- the main outputs and who will benefit from them (the final beneficiaries).

420/2000

KEEP keywords ⓘ

Energy efficiency, Evaluation systems and results ▾

Save



Select the keywords that fit better to your project goals (multiple selection allowed)



PROJECT - RELEVANCE

Sections ↗

- Preliminary Info **100%**
- Project **94%**
 - Summary **100%**
 - Relevance **100%****
 - Logical Framework **100%**
 - Effectiveness **100%**
 - Sustainability **100%**
 - Cost-effectiveness **100%**
 - Horizontal principles **83%**
- Partnership **80%**
- Work packages and budget (part 1) **10%**
- Environment
- Budget (part 2) **0%**
- Financial plan **0%**
- Financial capacity **0%**
- Documents
- Submit
- Export

Relevance

From 3.1.1 to 3.1.3 **3.1.4**

Data loading tabs follow the "courtesy form" paragraphs

3.1.1 Proposal relevance ⓘ

Explain why the proposal is needed and relevant in the context of the Interreg NEXT MED programme and how the project will contribute to the achievement of the Programme Priority and Specific Objective under which it has been submitted.

236/4000

3.1.2 Transnational dimension ⓘ

Explain the reasons why the proposal has a real transnational added value and why cooperation is needed to achieve the project Specific Objective/s. Describe how the proposal is relevant from a transnational point of view in relation to the common challenges and specific needs of the involved territories. Highlight to which extent the project will have tangible benefits in all concerned territories.

402/2000

3.1.3 Project beneficiaries ⓘ

Describe and quantify the project target groups and final beneficiaries . Explain how and why they were identified, detail their needs and how they will be addressed by the project, detailing the tangible support positive impact to them due to the intervention of the project. The clear identification of target groups and final beneficiaries, the detailed definition of their needs and their precise quantification have an important impact on the whole evaluation procedure with dedicated criteria.

499/4000

Save



PROJECT - LOGICAL FRAMEWORK

Sections

- Preliminary Info 100%
- Project 94%
 - Summary 100%
 - Relevance 100%
 - Logical Framework 100%**
 - Effectiveness 100%
 - Sustainability 100%
 - Cost-effectiveness 100%
 - Horizontal principles 83%
- Partnership 80%
- Work packages and budget (part 1) 10%
- Environment
- Budget (part 2) 0%
- Financial plan 0%
- Financial capacity 0%
- Documents
- Submit
- Export

Logical Framework

Objective and results | **Outputs** | Indicators | Overview

Project Overall objective (Programme Specific Objective) 2.1 (RSO2.1) Promoting energy efficiency and reducing greenhouse gas emissions

Main intervention field of the Project

046. Support to entities that provide services contributing to the low carbon economy and to resilience to climate chang... ▼

Save

Specific Objective +

What does the project want to achieve in relation to the addressed Programme Priority? The project must consider at least one specific objective. The maximum number of specific objectives is two.

Expected result

Describe the expected result, in English language

Add

Code	Specific Objective	Expected result	
SO1ER1	SO1	ER1	Remove - Edit

Programme expected result +

Select at least one expected result. ▼

Work package +

Select at least one work package. ▼

Add

Programme expected result	Work package	
SO1ER1 ER1...	WP3	Remove
SO1ER1 ER1...	WP4	Remove

*The Logical framework allows you to define the structure of the project that will be then detailed in the **work package** section.*



PROJECT - LOGICAL FRAMEWORK - OBJECTIVE AND RESULTS 1/3

The project must consider at least one **specific objective and one expected results**.
The maximum number of specific objectives and expected results is 2.

Interreg NEXT MED 2021 - 2027 Home

Time left: 1 month 10 days 23 hours 26 minutes 18 seconds

Status: Draft

Sections

- Preliminary Info 100%
- Project 94%
- Summary 100%
- Relevance 100%
- Logical Framework 100%**
- Effectiveness 100%
- Sustainability 100%
- Cost-effectiveness 100%
- Horizontal principles 83%
- Partnership 80%
- Work packages and budget (part 1) 10%
- Environment
- Budget (part 2) 0%
- Financial plan 0%
- Financial capacity 0%
- Documents
- Submit
- Export

Logical Framework

Objective and results | Outputs | Indicators | Overview

Project Overall objective (Programme Specific Objective) 2.1 (RSO2.1) Promoting energy efficiency and reducing greenhouse gas emissions

Main intervention field of the Project

046. Support to entities that provide services contributing to the low carbon economy and to resilience to climate chang...

Save

Specific Objective

What does the project want to achieve in relation to the addressed Programme Priority? The project must consider at least one specific objective. The maximum number of specific objectives is two.

Expected result

Describe the expected result, in English language

Add

Code	Specific Objective	Expected result	
SO1ER1	SO1	ER1	Remove - Edit

Programme expected result

Select at least one expected result. -

Work package

Select at least one work package -

Add

Programme expected result	Work package	
SO1ER1 ER1...	WP3	Remove
SO1ER1 ER1...	WP4	Remove

Overall Objective already chosen in "Preliminary info"

1. Select Main Intervention Field NB. You cannot change Type of Project nor programme specific objective in Preliminary Info once you save this field

2. Fill in the fields for Specific Objective-Expected Result and click "Add"



PROJECT - LOGICAL FRAMEWORK - OBJECTIVE AND RESULTS 2/3

Sections

- Preliminary Info **100%**
- Project **86%**
 - Summary **100%**
 - Relevance **100%**
 - Logical Framework **20%****
 - Effectiveness **100%**
 - Sustainability **100%**
 - Cost-effectiveness **100%**
 - Horizontal principles **83%**
- Partnership **80%**
- Work packages and budget (part 1) **0%**
- Environment
- Budget (part 2) **0%**
- Financial plan **0%**
- Financial capacity **0%**
- Documents
- Submit
- Export

Logical Framework

Objective and results | Outputs | Indicators | Overview

Project Overall objective (Programme Specific Objective) 2.1 (RSO2.1) Promoting energy efficiency and reducing greenhouse gas emissions

Main intervention field of the Project

046. Support to entities that provide services contributing to the low carbon economy and to resilience to climate chang... ▾

Save

Specific Objective **Expected result**

Describe specific objective, in English language

Describe the expected result, in English language

0/300

Add

Code	Specific Objective	Expected result	
SO1ER1	What does the project want to achieve in relation to the add	Improvement in for.... pilot plants...	Remove - Edit

Programme expected result

SO1ER1 Improvement in for.... pilot plants..... ▾

Add

Work package

Select at least one work package ▾

- WP3
- WP4
- WP5
- WP6

Programme expected result

Expected result appears in the list automatically according to the choice made above.

You can create up to 4 "technical" work packages to reach the selected expected result.



PROJECT - LOGICAL FRAMEWORK - OBJECTIVE AND RESULTS 3/3

You can reach an expected result with more than one work package.

Objective and results Outputs Indicators Overview

Project Overall objective (Programme Specific Objective) 2.1 (RSO2.1) Promoting energy efficiency and reducing greenhouse gas emissions

Main intervention field of the Project
046. Support to entities that provide services contributing to the low carbon economy and to resilience to climate chang... ▾

Save

Specific Objective ⓘ
Describe specific objective, in English language
0/300

Expected result
Describe the expected result, in English language
0/300

Add

Code	Specific Objective	Expected result	
SO1ER1	What does the project want to achieve in relation to the add	Improvement in for..... pilot plants...	Remove - Edit

Programme expected result ⓘ
SO1ER1 Improvement in for..... pilot plants..... ▾

Work package ⓘ
Select at least one work package ▾
WP4
WP5
WP6

Add

Programme expected result	Work package	
SO1ER1 Improvement in for..... pilot plants.....	WP3	Remove

Click to Edit or Remove Specific Obj.-Expected Result

Click to Remove the link Expected Result-Work Package

Add link expected result / work package



PROJECT - LOGICAL FRAMEWORK - OUTPUTS

Define your Outputs, set in which Work Package they are delivered and in which semester.

WP selected in the previous step

Logical Framework

Objective and results | **Outputs** | Indicators | Overview

Title *

Outputs are new products and services that result from the completion of activities.

Description

Outputs are new products and services that result from the completion of activities. They can be captured by a programme output indicator, and directly contributes to the achievement of the project result.

Work package * WP3

Semester of delivery Select at least a semester

Number of units Specify value

Specify measurement unit

* Required

Add

Code	Title	Description	Work package	Semester of delivery	Number of units	Measurement unit
------	-------	-------------	--------------	----------------------	-----------------	------------------

Define for each Output the number and the measurement unit

Add an Output to the list

Click if you want Remove or Edit an Output

Code	Title	Description	Work package	Semester of delivery	Number of units	Measurement unit
3.1	Outputs are new products and services that result from the c	Outputs are new products and services that result from the c	WP3	III	2	Performance framework methodology paper



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PROJECT - LOGICAL FRAMEWORK - INDICATORS 1/2

Expected results indicators and Output indicators are listed automatically according to the Programme Specific Objective set in Preliminary Info.

**Associate
Expected result to
Programme result
indicator**



**Specify detailed
information for
the indicator**



**Associate
Output to
Programme output
indicator**



**Set project target
value for result
indicator**



**Set project target
value for output
indicator**



Logical Framework

Objective and results Outputs **Indicators** Overview

Expected result
SO1ER1 Improvement in for.... pilo... ▾

Programme expected results indicator ⓘ
Select one ▾

Project target value * ⓘ
5

Indicator detailed information * ⓘ
Specify the type of organisation, sector, scope, geographical area and time f...
RCR104 Solutions taken up or up- scaled ...
RCR84 Organisations cooperating across b...
RCR85 Participations in joint actions ac...
for this indicator.

163/200

Add

Current expected result indicator list

Expected result	Programme expected results indicator	Project target value	Indicator detailed information
-----------------	--------------------------------------	----------------------	--------------------------------

Programme output indicators 12 ⓘ
RCO84 Pilot actions developed jointly an ▾

Project outputs
3.1 - Outputs are new products and services th ▾

Target
10

Indicator detailed information * ⓘ
Specify the detailed information

0/200



PROJECT - LOGICAL FRAMEWORK - INDICATORS 2/2

Add link Expected result – Result indicator



Logical Framework

Objective and results Outputs **Indicators** Overview

Expected result **Programme expected results indicator** **Project target value**

Select one ▾ Select one ▾ Specify target

Indicator detailed information

Specify the detailed information 0/200

Current expected result indicator list

Expected result	Programme expected results indicator	Project target value	Indicator detailed information	
SO1ER1 Improvement in for..... pilot plants.....	RCR104 Solutions taken up or up- scaled ...	5	Specify the type of organisation, sector...	Remove - Edit

Programme output indicators **Project outputs** **Target**

Choose one ▾ Choose one ▾ Specify target

Indicator detailed information

Specify the detailed information 0/200

Current output indicator list

Programme output indicators	Project outputs	Target	Indicator detailed information	
RCO84 Pilot actions developed jointly an	3.1 - Outputs are new products and servi	10	Specify the type of organisation, sector	Remove - Edit

Add link Output – output indicator



PROJECT - LOGICAL FRAMEWORK - OVERVIEW

In the Overview, you can visualize the summary of the main data entered.

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Sections

- Preliminary Info 100%
- Project 98%
 - Summary 100%
 - Relevance 100%
 - Logical Framework 100%**
 - Effectiveness 100%
 - Sustainability 100%
 - Cost-effectiveness 100%
 - Horizontal principles 83%

Logical Framework

Objective and results Outputs Indicators **Overview**

Project Overall objective (Programme Specific Objective) 2.1 (RSO2.1) Promoting energy efficiency and reducing greenhouse gas emissions

Expected results

Expected results	Expected results indicators	Programme target	Project target
SO1ER1 - Improvement in for..... pilot plants...	RCR104 Solutions taken up or up- scaled	11.0	5.0

Outputs

Output indicator(s)	Programme target	Project target	Project outputs	WP
RCO84 Pilot actions developed jointly an	9.0	10.0	Outputs are new products and services that result from the completion of activities.	WP3



PARTNERSHIP - APPLICANT/PARTNERS 1/5

This section allows you to provide all information needed for project partners. You have to consider the rules of the Call (see Guidelines for Applicants):

- *The minimum number of MPC organizations is 1*
- *The minimum number of EUMPC organizations is 1*
- *The maximum number of partners from the same country is 2*
- *The minimum number of Countries to be represented is 3 (international organizations do not contribute to achieving this criterion)*

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Sections

- Preliminary Info 100%
- Project 98%
- Partnership 20%
- Applicant/Partners 20%**
- Associated

Applicant defined in Preliminary info

Applicant/Partners

Composition Roles and Tasks

Name	Country	Region	Official name of the organisation in the original language	Legal status	
Applicant	Italy	Sardegna	Regione Sardegna	Regional or local public administration	edit

[New](#)

Add a new Partner

Click Edit to provide more details for the Applicant



PARTNERSHIP - APPLICANT/PARTNERS 2/5

Some **Applicant** information was set in the **Preliminary info** section. In Partnership additional information must be added.

Fill in the remaining fields then save and proceed

Fields in gray have to be edited in "Preliminary Info" section

Partnership: Applicant (Edit)

General info | Experience and expertise | Legal representative | Contact person

Official name of the organisation in the original language *

Regione Sardegna 16/150

Department/Service

Specify Department/Service, if applicable 0/150

Translation in English

Specify translation in English 0/150

Acronym

Specify the Acronym of the organisation 0/25

Legal status: *

Regional or local public administration



PARTNERSHIP - APPLICANT/PARTNERS 3/5

Add a new Partner, fill in all the details about the organisation and Save

Required information are the same for all partners

Partnership: PPO1 (New)

General info | Experience and expertise | Legal representative | Contact person

Official name of the organisation in the original language*
Specify official name 0/150

Department/Service
Specify Department/Service, if applicable 0/150

Translation in English
Specify translation in English 0/150

Acronym
Specify the Acronym of the organisation 0/25

Legal status:*
Select legal status -

Country:*
Choose one -
Cyprus
Algeria
Egypt
Spain 0/150

Specify Registration number or equivalent 0/25

Website **Profit-Making**
Specify 0/50

Other project
Specify for other project 0/250

VAT status
Choose one -

Dedicated budget **Partner's total staff (full time equivalent)**
Specify Partner's dedicated budget Specify Partner's annual total staff -

Partner's annual total budget / turnover (in €) (average of the last 3 years)
Partner's annual total budget -

Dedicated staff
Specify Partner's dedicated staff

* Required

Save



PARTNERSHIP - APPLICANT/PARTNERS 4/5

For each Partner you should complete the box 3.3.4 for that partner and just write "see applicant details" in box 3.3.3. When completing Applicant details, you should complete the box 3.3.3 and just write "see partners details" in box 3.3.4,

Complete the information about the experience and expertise of each one

Partnership: PP01 (Edit)

General info Experience and expertise Legal representative Contact person

Previous experiences in project implementation ⓘ

Project title and brief description *

Specify project title and brief description 0/300

Total budget value **Managed budget**

Specify total budget value for this previous project Specify managed budget for this previous project

* Required

Add

Project title and brief description	Total budget value	Managed budget
-------------------------------------	--------------------	----------------

Key expertise provided to the project

Specify expertise to be provided in current proposal 0/100

3.3.3 Experience and capacity of the Applicant ⓘ

Experience and capacity of the Applicant 0/2000

3.3.4 Experience and capacity of the partner organisations ⓘ

Experience and capacity of the partner organisations 0/2000

Save



PARTNERSHIP - APPLICANT/PARTNERS 5/5

It is possible to add associated partners if the project consider them important. Associated are codified with the acronym ASSO[n].

Click if you want to add an Associated

Name	Country	Experience	Role/Expertise	
ASSO01	Other (specify)	• Project title and brief description - 200000.0 - 10000.0	Key expertise provided to the project	remove - edit

Click if you need to Remove or Edit an Associated

Fill in the information on the experience and the key expertise of the Associated

Previous experiences in project implementation

Project title and brief description *

Specify project title

Total budget value Specify total budget value **Managed budget** Specify managed budget

* Required

Add

Project title and brief description	Total budget value	Managed budget	
Project title and brief description...	€200.000,00	€10.000,00	Remove - Edit

Key expertise provided to the project

Key expertise provided to the project



WORK PACKAGES AND BUDGET (PART 1) - INTRO

WP1 and **WP2** items are mandatory and already in the menu.

Other WPs shown in the menu (from WP3 to WP6) are those set in Project - **Logical Framework** section

Section	Progress
Preliminary Info	100%
Project	100%
Partnership	100%
Work packages and budget (part 1)	34%
WP1	45%
WP2	45%
WP3	40%
WP4	20%
WP5	20%

WP1-2 MANAGEMENT & COMMUNICATION:
the Applicant should **identify in this section the WP1-2 outputs** (see also note22 and note28 in courtesy form) then add activities (max 3 per output), target groups, etc.

WP3-6: the Applicant should add activities (max 3 per output), target groups, etc. for **the outputs already chosen** when filling in the logical framework



WORK PACKAGES AND BUDGET (PART 1) - WP INFO

Define WP Coordinator and involved partners, then save.

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Sections

- Preliminary Info 100%
- Project 100%
- Partnership 100%
- Work packages and budget (part 1) 34%
 - WP1 45%
 - WP2 45%
 - WP3 40%
 - WP4 20%
 - WP5 20%
- Outputs overview
- Activities overview

Work package 1:

WP Info | WP Outputs | WP Budget | WP Budget per outputs | WP Budget per cost category

Title
Management coordination

Description ⓘ
Describe the coordination methodology and the monitoring and evaluation arrangements, and in particular:

Structure, responsibilities and procedures for the day-to-day management and coordination;
Internal organization within the partnership and decision making system;
Role of each member of the partnership;
Reporting and evaluation procedures focusing on selected results and outputs indicators.

Coordinator
Applicant -
Applicant

Involved partners
PP01, PPO2 -

[Save](#)

WP1-2 MANAGEMENT & COMMUNICATION:
For the mandatory WPs, the title is predefined and Coordinator can be only the Applicant

Work package 3: WP3 title

WP Info | WP Outputs | WP Budget | WP Budget per outputs | WP Budget per cost category

Title
WP3 title

Description ⓘ
Describe precisely the objective of the WP explaining contents and methodology to be implemented, as well as how partners will be involved in its development, highlighting their role and interactions within the other content-related WP.

Coordinator
PP01 -
Applicant
PP01
PP02

Involved partners
PP02 -

Programme expected result
SO1ER1

WP3-6:
For the technical WPs, title and coordinator are to be decided by the project team



WORK PACKAGES AND BUDGET (PART 1) - WP OUTPUTS

STEP 1:

Add here a new output (only for WP1-2), for WP3-6 the outputs are already set in Logical Framework

Work package 1:

WP Info | **WP Outputs** | WP Budget | WP Budget per outputs | WP Budget per cost category

Title	Description	Semester of delivery	Number of units	Code
Monitoring and evaluation plan		I, II, III, IV, V	10	Add Activities 3 Remove - Edit

Work package 2:

WP Info | **WP Outputs** | WP Budget | WP Budget per outputs | WP Budget per cost category

Title	Description	Semester of delivery	Number of units	Code
Communication Plan	a	II	2	Target group 1 - Add Activities 3 Remove - Edit

STEP 2: Complete the information on the Output and save

WORKPACKAGE: WP1 - Output (NEW)

Title
Specify output title (0/100)

Description
Specify output description (0/500)

Semester of delivery
Select at least a semester -
I
II
III
IV

Number of units
Specify value (0/500)

Save

STEP 3: For each output: Define target group (WP2-6) and add key activities (max. 3) necessary to achieve the output

WORKPACKAGE: WP2 - Target - Output: Communication Plan

Target group **1**
Individuals and/or organisations directly and positively affected by the project outputs. (89/100)

Target group involvement
Even if not necessarily receiving a financial grant, the target groups are directly concerned by the project activities and may exploit project outputs their own benefit. (170/200)

Save Remove

WORKPACKAGE: WP2 - Activity - Output: Communication Plan

Activity title
Insert a title (0/100)

Description
Description (0/500)

Implementing period (Months) **1**
Select at least a month -
1
2
3
4

Implementing period (Months)				
2.1.1	1	1	1	Remove - Edit
2.1.2	2	2	3	Remove - Edit
2.1.3	3	23	3	Remove - Edit



WORK PACKAGES AND BUDGET (PART 1) - WP BUDGET 1/3

WP1 MANAGEMENT :

Project coordinator and Auditor costs are mandatory in WP1

Work package 1:

WP Info WP Outputs WP Budget WP Budget per outputs WP Budget per cost category

Total budget:
€ 70.000,00
Total WP:
€ 70.000,00
Other WP:
€ 0,00

Total budget:
€ 70.000,00
Total budget MPC:
€ 4.000,00
Total budget EU:
€ 66.000,00

WP1 100%
Other 0%

EU 94.29%
MPC 5.71%

Add new row Clone row selected Remove row selected Save

Code	Cost category	Partner	Brief Description	Total	Justification
WP1.ST.LEP...	Staff cost	Applicant	Project Coordinator	€ 50.000,00	
WP1.ES.LEP...	External expertise...	Applicant	Auditor costs	€ 5.000,00	
WP1.ES.PP1...	External expertise...	PP01	Auditor costs	€ 4.000,00	
WP1.ES.PP2...	External expertise...	PP02	Auditor costs	€ 3.000,00	
WP1.EC.LEP...	Equipment cost	Applicant	Equipment necess...	€ 8.000,00	This equipment...

Staff cost
Equipment costs
External expertise and services costs

Home

Error! Duplicated budget lines
The system does not accept in a Work Package (WP) - for each partner - budget lines (BL) with the same cost category and description.
You have to use only one BL for Partner/Cost Category for each WP budget.

Work package 1:

WP Info WP Outputs WP Budget WP Budget per outputs WP Budget per cost category

Total budget:
€ 72.000,00
Total WP:
€ 72.000,00
Other WP:
€ 0,00

Total budget:
€ 72.000,00
Total budget MPC:
€ 4.000,00
Total budget EU:
€ 68.000,00

WP1 100%
Other 0%

EU 94.44%
MPC 5.56%

Add new row Clone row selected Remove row selected Save

Code	Cost category	Partner	Brief Description	Total	Justification
WP1.ST.LEP.191	Staff cost	Applicant	Project Coordinator	€ 50.000,00	
WP1.ES.LEP.192	External expertise a...	Applicant	Auditor costs	€ 5.000,00	
WP1.ES.PP1.193	External expertise a...	PP01	Auditor costs	€ 4.000,00	
WP1.ES.PP2.194	External expertise a...	PP02	Auditor costs	€ 3.000,00	
WP1.EC.LEP.195	Equipment costs	Applicant	Equipment necessary f...	€ 8.000,00	This equipment...
WP1.EC.LEP.	Equipment costs	Applicant	Equipment necessary f...	€ 2.000,00	This equipment...

Other budget lines can be added but only one per Partner and Cost Category in each WP. If duplicated BL are found, an error message is shown at the top of the page

WORK PACKAGES AND BUDGET (PART 1) - WP BUDGET 2/3

Confirm mandatory budget lines

The system will automatically add some mandatory budget lines (in gray in the Courtesy Budget). You have to insert an amount for these budget lines to be compliant with the rules set for this Call for Proposals.

Cancel Confirm

Total budget: € 0,00
Total WP: € 0,00
Other WP: € 0,00

Total budget: € 0,00
Total budget MPC: € 0,00
Total budget EU: € 0,00

Add new row Clone row selected Remove row selected Save

Code	Cost category	Partner	Brief Description	Total	Justification
------	---------------	---------	-------------------	-------	---------------

WP1-2 MANAGEMENT & COMMUNICATION:
For these WPs there are budget lines which are mandatory, the system give information that some BLs are added automatically to the budget and must be filled in properly



WORK PACKAGES AND BUDGET (PART 1) - WP BUDGET 3/3

Technical WPs (WP3-6):
Infrastructure and works cost category can be used in these WPs (not in WP1-2)

Work package 3: WP3 title

WP Info WP Outputs WP Budget WP Budget per outputs WP Budget per cost category

Total budget:
€ 270.000,00
Total WP:
€ 200.000,00
Other WP:
€ 70.000,00

Total budget:
€ 270.000,00
Total budget MPC:
€ 4.000,00
Total budget EU:
€ 266.000,00

WP3 74.07%
Other 25.93%

EU 98.52%
MPC 1.48%

Add new row Clone row selected Remove row selected Save

Code	Cost category	Partner	Brief Description	Total	Justification
WP3.IW.LEP.39	Infrastructures and wor... Staff cost Infrastructures and works costs Equipment costs External expertise and services costs	Applicant	Infrastructures and works ...	€ 200.0...	The pilot plant is....

Work package 3: WP3 title

WP Info WP Outputs WP Budget WP Budget per outputs WP Budget per cost category

Total budget:
€ 270.000,00
Total WP:
€ 200.000,00
Other WP:
€ 70.000,00

Total budget:
€ 270.000,00
Total budget MPC:
€ 4.000,00
Total budget EU:
€ 266.000,00

WP3 74.07%
Other 25.93%

EU 98.52%
MPC 1.48%

Add new row Clone row selected Remove row selected Save

Code	Cost category	Partner	Brief Description	Total	Justification	Semester incurred
WP3.IW.LEP.39	Infrastructures and wor...	Applicant	Infrastructures and works ...	€ 200.0...	The pilot plant is....	I II III IV

For each budget line it has to be specified in which semester(s) the expense will be incurred. This is a crucial information for the cash flow foreseen during project implementation.



WORK PACKAGES AND BUDGET (PART 1) - WP BUDGET PER OUTPUTS

Budget per Output

In this section you have to set a budget estimation (in %) for each Output to be delivered in the WP.

If the sum of % for the WP Outputs is not 100%, an error message is shown

Work package 1:

WP Info WP Outputs WP Budget WP Budget per outputs WP Budget per cost category

Total WP: € 70.000,00

Total WP output: € 66.500,00

Total WP left: € 3.500,00 Error: The total must be equal to 100%. Please check

Output **Output percentage**

Choose one ▾ Choose one ▾

Save

Output	Output percentage	Total	
Monitoring and evaluation plan	80 %	€ 56.000,00	Remove - Edit
Technical Manual on reporting and financial procedures	15 %	€ 10.500,00	Remove - Edit



WORK PACKAGES AND BUDGET (PART 1) – OVERVIEW OUTPUTS/ACTIVITIES

The last 2 items of the menu provide information on:

- semester of delivery for the **Outputs**
- month of completion for the **Activities**

Sections

- Preliminary Info **100%**
- Project **100%**
- Partnership **100%**
- Work packages and budget (part 1) **58%**
 - WP1 **85%**
 - WP2 **65%**
 - WP3 **100%**
 - WP4 **20%**
 - WP5 **20%**

Outputs overview

Activities overview

Outputs overview

WP	OUTPUT	I	II	III	IV	V
WP1	Monitoring and evaluation plan	✓	✓	✓	✓	✓
WP1	Technical Manual on reporting and financial procedures	✓				
WP2	Communication Plan		✓			
WP3	Outputs are new products and services that result from the completion of activities.			✓		
WP4	Test Zero			✓		
WP5	er2 zero	✓				

Activities overview

WP	ACTIVITY	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
WP1	Act 1 output1															✓	✓														
WP1	Act 2 output1							✓	✓																						
WP1	Act 3 output 1																			✓	✓										
WP2	1	✓																													
WP2	2			✓																											
WP2	3			✓																											



BUDGET (PART 2) – CO-FINANCING AND SOURCE OF FUNDING

Sections

- Preliminary Info 100%
- Project 75%
- Partnership 100%
- Work packages and budget (part 1) 100%
- Environment
- Budget (part 2) 0%
- Co-financing 0%**
 - 50% rule
 - Summary
- Financial plan 0%
- Financial capacity 0%
- Documents
- Submit
- Export

Budget

Co-financing

Co-financing: 11 %

11 %
11.5 %
12 %
12.5 %

Save

Total eligible costs: € 2.196.000,00
Co-financing: € 241.560,00
EU Contribution: € 1.954.440,00
Total revenues amount: € 0,00

Source of funding and revenues

Partner: Choose the partner - Source of funding: Choose at least one item -

Source of funding description: Specify source of funding description (0/500)

Revenues (if any): Specify value

Revenues description: Specify revenues description (0/500)

Save

Partner	Total	%	EU Contribution	Revenues (if any)	Total	%	Amount	%	Source of funding description	Source of funding	Revenues description	
Applicant	€ 550.000,00	25,05 %	€ 489.500,00	€ 0,00	€ 489.500,00	100,00 %	€ 60.500,00	11,00 %	Human Reso	remove - edit
PP01	€ 258.000,00	11,75 %	€ 229.620,00	€ 0,00	€ 229.620,00	100,00 %	€ 28.380,00	11,00 %	Italian co ...	Contributi	remove - edit
PP03	€ 340.000,00	15,48 %	€ 302.600,00	€ 0,00	€ 302.600,00	89,00 %	€ 37.400,00	11,00 %	dadas	Human Reso ...	asdas	remove - edit

Choose the percentage of co-financing (strongly recommended 11%) and Save. The amounts will be changed accordingly

In this section:

- Set the percentage of co-financing
- Indicate activities in PPM countries to comply with 50% golden rule
- Summary of budget per cost category, WP, Output, Co-financing, etc.

Select each Applicant/Partner and set its Source of Funding with description, quantify the revenues (if any) then click "Save" to add it to the list



BUDGET (PART 2) - 50% RULE

Reminder: In case the financial allocation to partners from Mediterranean Partner Countries is lower than the said minimum percentage, the difference between the minimum of 50% shall be justified by activities implemented by the EU Applicant and/or partner/s and/or International Organizations in the Mediterranean Partner Countries. The said budgeted direct costs shall be indicated and justified in this budget table.

Sections

- Preliminary Info 100%
- Project 75%
- Partnership 100%
- Work packages and budget (part 1) 100%
- Environment
- Budget (part 2) 0%
 - Co-financing 0%
 - 50% rule**
 - Summary
- Financial plan 0%
- Financial capacity 0%
- Documents
- Submit
- Export

Budget: 50% rule

Total direct costs EU partners:	€ 1.073.000,00	(48,86 %)
Total direct costs MPC:	€ 1.123.000,00	(51,14 %)
Total direct costs EU partners for activities implemented in MPC:	€ 15.000,00	(0,68 %)
Total direct costs MPC + direct costs EU partners for activities implemented in MPC:	€ 1.138.000,00	(51,82 %)
Total direct costs:	€ 2.196.000,00	(100,00 %)

EU Partner

PP02

- Applicant
- PP01
- PP02**

Cost category

External expertise and services costs

Budget line

WP5.ES.PP2.4019

Country (only MPC)

Jordan

43/500

Cost of activity

€80.000,00

Max Activity Cost

€ 95.000,00

[Save](#)

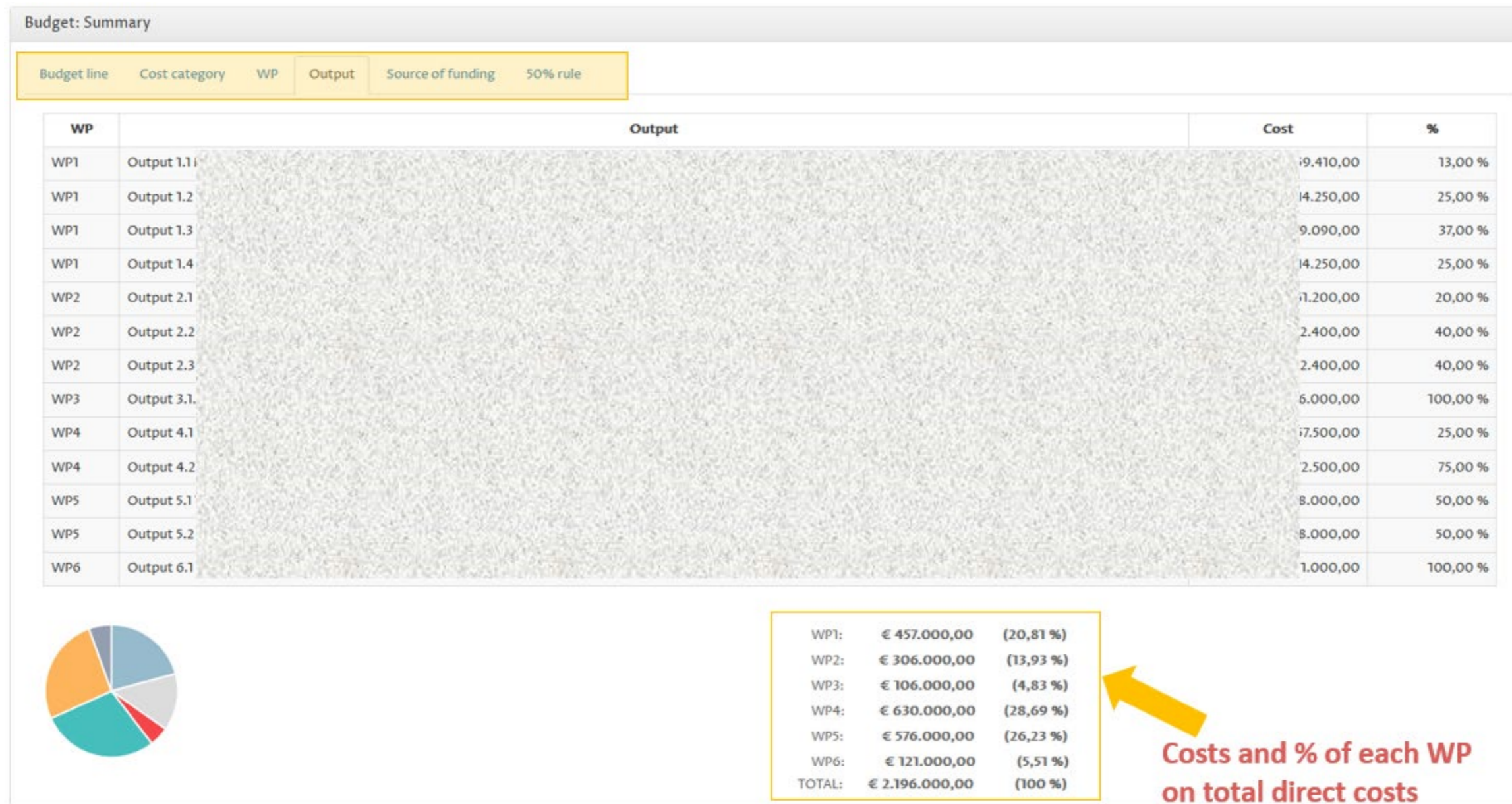
Partner	Cost category	Budget line	Country	Description	Cost of activity	%	
PP01	External expertise and services costs	WP2.ES.PP1.3991	Türkiye	Justification of activities implemented ...	€ 15.000,00	65,22 %	remove - edit

Select an EU Applicant/Partner and choose the budget line for activities in a MPC of the partnership. Justify the need, quantify the amount and then click "Save" to add it to the list

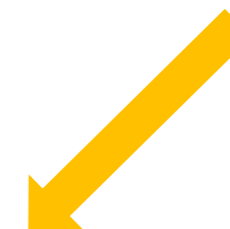


BUDGET (PART 2) - SUMMARY

In Summary, the total budget can be seen in different aggregation: by cost category, by WP, by Output, etc.
In the screenshot below the visualization per Outputs



List of outputs with costs and % (per WP)



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ENVIRONMENTAL SCREENING

The Interreg Next Med Programme, like other programmes, was submitted to a screening process to verify its potential effects on the environment according to the European Directive 2001/42/EC

Some project proposals, especially under certain Programme specific objectives, may foresee to carry out pilots which may have an impact on the environment in the form of increased resource consumption or emission of pollutants

To cope with the potential environmental impacts of the projects, our Programme proposes different levels of “environmental screening”



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ENVIRONMENTAL SCREENING - PROCEDURE

1st LEVEL	Environmental sustainability	<ul style="list-style-type: none">- During the contract negotiation, all proposals are required to identify the output(s) which might have a positive/negative impact on the environment.- The MA reviews the content and may ask for further information/documents, as the case may be.
2nd LEVEL	Environmental screening - Checklist A	<ul style="list-style-type: none">- Proposals submitted under one of the following Specific Objectives 1.1, 1.3, 2.1. 2.4, 2.5, 2.6, are also required to fill in the Checklist A.- The MA may ask that this checklist is filled in for any proposal submitted under other priorities.
3rd LEVEL	Environmental effects - Checklist B	<ul style="list-style-type: none">- Proposals needing a greater level of assessment are required to draft the Checklist B, based on the information provided in the boxes of the Checklist A (Yes/No column).- Based on the information provided, the MA may require to fill in the Checklist C.
4th LEVEL	Environmental Report - Checklist C	<ul style="list-style-type: none">- Proposals needing a more detailed assessment are required to submit the Checklist C, that is for all the projects including an infrastructure of at least 1M Euro or/and the projects including investments in infrastructure with a lifespan of 5 years or more.



ENVIRONMENTAL SCREENING – CHECKLIST A

Environmental Screening - Checklist A

This Checklist A is to be filled for the submission of the proposals falling under the following Specific Objectives: RSO 1.1, 1.3, 2.1, 2.4, 2.5, 2.6. Depending on the answers provided, further information may be requested. For more details, see Checklist B and C.

Questions	Yes/No	Description		
1. Does the project foresee the realisation of infrastructures? NB: projects including an infrastructure of at least 1M Euro or/and including investments in infrastructure with a lifespan of 5 years or more should - in addition to checklist A and B - also provide the environmental report foreseen in Checklist C!	<i>If yes, the Checklist B is required</i>	If yes, what infrastructure(s) is/are foreseen? [Max 500 characters] Max 500 characters.	6. How the project plan will reduce the negative impact(s) and strengthen the positive impact(s)?	<i>Whatever the answer (i.e. Yes or No), the checklist B is not requested</i> Briefly describe your strategy for mitigating the environmental negative impact(s) and strengthen the positive impact(s) [Max 500 characters] Max 500 characters.
2. Does the project take into account the principles of environmental protection and sustainable development?	<i>If No, the Checklist B is required</i>	If yes, in which way? [Max 500 characters] Max 500 characters. What environmentally sensitive strategies are included in the activities, in the budget, etc.? [Max 500 characters] Max 500 characters.	7. Is any message on advocacy/awareness-raising related to environmental issues foreseen?	<i>Whatever the answer (i.e. Yes or No), the checklist B is not requested</i> If yes, briefly describe the message addressed to the target groups and how it will be promoted/disseminated [Max 500 characters] Max 500 characters.
3. Does the project take into account the relevant International, National and Regional directives/laws/agreement/strategies with regard to environmental and sustainable development issues?	<i>If No, the Checklist B is required</i>	If yes, which one and how? [Max 500 characters] Max 500 characters.	8. Does any of the partners/associates involved in the proposal have a role in reducing the negative impact and/or strengthening different stakeholders' capacity to cope with this impact?	<i>Whatever the answer (i.e. Yes or No), the checklist B is not requested</i> If yes, in which way? [Max 500 characters] Max 500 characters.
4. Has the environmental context been taken into account when deciding on the strategies and activities of the project proposal?	<i>If No, the Checklist B is required</i>	If yes, how? [Max 500 characters] Max 500 characters.	9. Does the project foresee an environmental monitoring system?	<i>If No, the Checklist B is required</i> If yes, which environmental monitoring methods and measures are foreseen during and after its implementation? If indicators are foreseen, describe them [Max 500 characters] Max 500 characters.
5. Does the project have any potential impact on the environment?	<i>If yes, answer all questions from 6 to 10 If No, you are not requested to proceed further</i>	If yes, briefly describe the main environmental problems and their impact in the sector and/or geographical location of the project proposal. [Max 500 characters] Max 500 characters.	10. Have the costs for the above-mentioned measures been adequately considered in the budget plan?	<i>Whatever the answer (i.e. Yes or No), the checklist B is not requested</i> If yes, in which way? [Max 500 characters] Max 500 characters.



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ENVIRONMENTAL SCREENING – CHECKLIST B

Environmental effects – Checklist B

The Checklist B is required only for those proposals needing a more detailed environmental assessment, based on the information provided in the boxes of the Checklist A (Yes/No column).

SECTION 1 - General information		SECTION 2 - Location		
<p>Description of the indicative area.</p> <p>If more than one infrastructure is planned, the description shall cover the different areas where the infrastructures will be implemented</p>	<p>[Max 1000 characters]</p> <p>Max 1000 characters.</p>	<p>Indicate the intervention distance from</p>	<p>Yes/No</p> <p>N.A.</p>	<p>Indicate the intervention distance from:</p>
<p>Map of the indicative area(s).</p> <p>If more than one infrastructure is planned, it is required to include one low resolution picture for each area. Snapshots from google maps are recommended.</p> <p>All pictures shall be made available in one pdf file (5 MB max).</p>	<p>Pictures upload required</p>	<p>Densely populated area</p>		<p>[Max 500 characters]</p> <p>Max 500 characters.</p>
		<p>Cultural heritage site</p>		<p>[Max 500 characters]</p> <p>Max 500 characters.</p>
		<p>Natural protected area</p>		<p>[Max 500 characters]</p> <p>Max 500 characters.</p>
		<p>Wetlands</p>		<p>[Max 500 characters]</p> <p>Max 500 characters.</p>
		<p>Coastal areas</p>		<p>[Max 500 characters]</p> <p>Max 500 characters.</p>
<p>Description of the intervention/infrastructure to be implemented</p>	<p>[Max 1000 characters]</p> <p>Max 1000 characters.</p>	<p>Marine areas</p>		<p>[Max 500 characters]</p> <p>Max 500 characters.</p>



ENVIRONMENTAL SCREENING – CHECKLIST C

Environmental Report – Checklist C

The Checklist C is required only for those proposals which need a greater level of environmental assessment, that is for all the projects including an infrastructure of at least 1M Euro or/and the projects including investments in infrastructure with a lifespan of 5 years or more. Where appropriate, reference may be made to information already included in the application form.

If an environmental/vulnerability report already exists, this can be sent to the MA, in addition to the information provided below.

SECTION 1 - General information		SECTION 2 - Information describing the site and its environment	
Information	Details	Physical features	Details
Purpose and main features of the intervention	[Max 500 characters] Max 500 characters.	Population - proximity and number	[Max 500 characters] Max 500 characters.
Proposed access to the site and transport arrangements	[Max 500 characters] Max 500 characters.	Flora and fauna - in particular protected species and habitats	[Max 500 characters] Max 500 characters.
Number of employees expected to be involved in the assessed activity/ies.	[Max 500 characters] Max 500 characters.	Soil - agricultural quality, geology and geomorphology	[Max 500 characters] Max 500 characters.
Land use requirements and other relevant physical features of the intervention	[Max 500 characters] Max 500 characters.	Water - aquifers, water courses and shorelines	[Max 500 characters] Max 500 characters.
Production processes and the operational features of the project	[Max 500 characters] Max 500 characters.	Air - climatic factors, air quality, etc.	[Max 500 characters] Max 500 characters.
Types and quantities of raw materials, energy and other resources consumed (estimation)	[Max 500 characters] Max 500 characters.	Architectural and historic heritage, archaeological sites and features	[Max 500 characters] Max 500 characters.
Residues and emissions by type, quantity, composition (estimation)	[Max 500 characters] Max 500 characters.	Landscape and topography	[Max 500 characters] Max 500 characters.
Main alternative sites and alternative processes considered (with maps)	[Max 500 characters] Max 500 characters.	Recreational uses	[Max 500 characters] Max 500 characters.
Adoption of voluntary instruments of environmental management (e.g. UNI EN ISO 14001, EMAS)	[Max 500 characters] Max 500 characters.	Policy framework	
		Include all relevant official national or international designation such as sites of special interest, areas of outstanding natural beauty, national parks, green belts, ancient monuments and listed buildings, etc. potentially affected by the intervention	[Max 500 characters] Max 500 characters.



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DOCUMENTS

This area consists of three tabs :

- 1. Upload:** upload mandatory documents (in PDF format)
- 2. Archive:** download or remove documents uploaded in step 1/Upload tab
- 3. Materials:** download documents and templates

The screenshot displays the 'Documents' section of an application portal. On the left, a 'Sections' sidebar lists various stages with progress indicators: Preliminary Info (100%), Project (98%), Partnership (20%), Work packages and budget (part 1) (20%), Environment, Budget (part 2) (0%), Financial plan (0%), Financial capacity (0%), Documents (highlighted), Submit, and Export. The main 'Documents' area features three tabs: 'Upload' (highlighted), 'Archive', and 'Materials'. Below the tabs, a text prompt reads 'With this form you can upload required file'. A 'Choose one' dropdown menu is set to 'Applicant Declaration.pdf'. To the right, a 'Document type' dropdown menu is open, showing options: 'Applicant declaration', 'Applicant declaration on youth projects', 'Associated pp declaration', and 'International organisation declaration'. Further right, a 'Partner or associated partner' dropdown menu is set to 'Applicant'.



VALIDATE


Once the application is completed, you can validate the entered data and check if any errors appear.

Sections ✕

Preliminary Info	100%
Project	100%
Partnership	100%
Work packages and budget (part 1)	100%
Environment	
Budget (part 2)	0%
Financial plan	0%
Financial capacity	0%
Documents	
Submit	
Submit	
Export	

Validate and Submit

Check your application form
With this function you can check if your application form is complete and has not errors before submitting it.



Submit your application form
With this function you can submit your application form.
Once submitted, your project application will be editable, until the call for proposals remains open (deadline not expired), by returning to "draft" status.
Please note that application forms not submitted will be discarded.

Validate

Submit

*The validation feature will validate your application and return a summary of errors.
Errors are categorized into 4 categories.
The controls that run the system applies the rules described in the **guidelines**.*



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SUBMIT

When clicking on "Submit" the application will first perform the validation checks.

If there are no errors, you will be able to submit your application form.

Once submitted, your project application will be uneditable, but whilst the "call for projects" remains open you may reedit your application by converting back to draft.

Please note that Application form not submitted will be discarded

The screenshot displays the 'Validate and Submit' section of an application form. On the left, a 'Sections' sidebar shows progress for various sections: Preliminary Info (100%), Project (100%), Partnership (100%), Work packages and budget (part 1) (100%), Environment (0%), Budget (part 2) (0%), Financial plan (0%), and Financial capacity (0%). Below these is a 'Submit' button. The main area, titled 'Validate and Submit', contains the text 'Submit your application form' and 'Proposal submitted!'. A large yellow arrow points from the text to a 'Back to draft' button on the right.



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EXPORT

You can export any time your application form in 2 electronic formats (i.e. word and excel files).

Sections 

- Preliminary Info 100%
- Project 100%
- Partnership 100%
- Work packages and budget (part 1) 100%
- Environment
- Budget (part 2) 0%
- Financial plan 0%
- Financial capacity 0%
- Documents
- Submit
- Export

[Export](#)

Export

- [Export application form](#)
Export application form in doc format [Export](#)
- [Export budget](#)
Export budget and financial plan in xls format [Export](#)



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**Prepared by:
Managing Authority Team**



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REGIONE AUTONOMA
DELLA SARDEGNA



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