

MED

(2007 - 2015)



Application Form

Priority-Objective -

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1. Information for the drafting of the application

Welcome to the Presage CTE tool for the MED programme.

Please provide the information only for the active titles (for the preproposal) .

Please read first the instructions under the 'help' before filling in the boxes.

You can fill in this application in several phases, save your work, and print a PDF version at any moment.

The final printed and signed version must be identical with your final validated version in this monitoring tool.

2. Official Stamps

- I - GENERAL INFORMATION

1. Identification of the project

The working language is English or French. The chosen language must be used for the drafting of all required documents until the end of the project. For some fields, translation in the other language is also required.

Item "short description" must be filled in English and in French.

The budget of your project has to be filled in from the working plan (II.5.1).

The section V (financial section) is filled in automatically following your working plan except for the table V.7 "Share of total cost per partner and per year" : that table has to be filled in manually.

2. Partnership

2.1 Partner list

The partnership may be made up of Bodies under Public Law (see the Implementation Guide) or by Private Bodies according to the conditions stated by the Programme (Implementation Guide). Moreover the partnership must be composed at least by 6 partners from 6 different countries of the MED Area. Other partnerships are possible with IPA Countries: Croatia, Montenegro, Bosnia-Herzegovina, Albania or with countries outside the MED area, and outside the European Union and non IPA partners, according to the conditions laid down in the Implementation Guide.

2.2 Typology of the partnership

Please select the most appropriate type from the list. The typology must be specified as it helps giving an clearer overview on the partnership- If none of the types included in the list fits to the partner, please choose "other".

Please specify in the dedicated field the role of the partner and its competency linked to its role in the project. In the case of operational partners, specify the role and the operational competence that clearly differ from a service provider's ones.

2.3 Identification of the partners

Summary table (filled in automatically)

2.4 Participation to other projects financed by structural funds

Summary table (filled in automatically)

2.5 Non-partner structures

Non-partner structures are public or private bodies interested in the project and able to give a fruitful contribution to the project's implementation or to its dissemination/capitalisation. These body do not receive any funds from the project's budget and therefore are no programme specific rules.

They can be interested in participating to some of the project activities (and the project partnership in their contribution) because of their expertise, field of work, possibility to multiply the communication channels and therefore enhance the project's results dissemination, capacity to create or reinforce synergies, capacity to build up or reinforce political consensus on the project's proposals, possibility to contribute on specific project's activities.

- II - PRESENTATION OF THE PROJECT

1. Specific information

1.1 Theme of the project

*Please indicate briefly (750 characters maximum) the global subject to which your project is linked.
Item compulsory in English and in French .*

1.2 Geographic coverage

*The regions covered by the Med Programme are mentioned in page 3 of the Operational Programme.
Beyond these regions, the participation of non eligible Med areas is possible but limited.
The Med Programme envisages the participation of four IPA countries (Instrument of assistance to the préadhésion): Croatia, Montenegro, Bosnia-Herzegovina and Albania.
In addition, the participation of EU countries or countries outside EU and non IPA countries is specified in the Implementation Guide.*

1.3 Summary of the project

*Please provide a compulsory description of your project (approximately 3000 characters) in French and English.
This summary should show the general lines of intervention and the main idea of your project.*

1.4 Origin of the project

Where does the idea of setting up this project come from? Is it related to an existing partnership? Is it related to a project already in progress? Is it coming from an idea of a specific actor? Is it based on the capitalisation of a European project realised under another programme or during the former programming period? Is it linked to the mainstream programmes?

1.5 State of the art

Studies, works already achieved or in progress on the theme of the project ; state of existing knowledge in this field.

Your project must be based on already known data to go further and to experiment new possibilities.

1.6 Strategic impacts

Please specify here what is the impact foreseen from the implementation of the project in the territories concerned, in the Med area and in the rest of the EU.

Strategic project must have strategic impact which differs from the impact a classical project can generate.

A structural long term change shall be triggered by a strategic project.

Please specify why the impact foreseen is considered as strategic and how the project intent to measure it also referring to the national policies.

1.7 Sustainability and Transferability

Please specify the measures taken by the partnership to ensure the institutional and financial sustainability of the project beyond the duration of European financing within the MED programme.

Please specify how the project's results can be transferable and how this will practically take place.

2. Objectives and added value of the project

2.1 General and specific objectives of the project

Precise specific objectives of your project as well as general objectives in the framework of your working environment , especially concerning the economy, the environment, sustainable development, the governance system etc. Please indicate the involvement of local stakeholders and structures (In the project implementation, please note that the results are not only reports and exchange of experience but identifiable and tangible results).

2.2 Outputs of the project

Please list here the main outputs of the project divided per component.

Outputs are direct concrete and quantifiable products of the project (e.g. number of events for SME, innovative public transport models, new risk management systems produced, etc).

2.3 Project results

Please specify here the most relevant project's results.

Results are direct and indirect medium/long term effect of the project activities (e.g. number of regional policy changes, number of integrated energy plans ready for implementation).

Results shall be quantified each time it is appropriate.

2.4 Transnational added value of the project

Show how the transnational approach is essential to the achievement of the project and its objectives.

In fact the transnational dimension of the projects is controlled during the selection process of the projects and during their implementation.

It concerns the nature of the projects, their objectives and the composition of the partnerships (show the relevance of each partner's contribution in order to reach fixed transnational objectives), so as to make sure that they are not merely an aggregate of independent actions but present a true transnational added-value.

The projects must allow carry out complementary activities associating partners from different countries. They must bring solutions to cross cutting problems which could not be solved without a transnational approach.

2.5 Innovative aspects of the project

If it is relevant for the project, its innovative dimension according to the field of intervention and according to the territory where it is taking place as well as the partnership. Multi-field and multi-sectoral dimension of the project.

2.6 Use of past experiences and of project already realised for the definition of the project and of its objectives

Specify how similar projects and programmes in which the different partners would have been eventually involved in the past have an impact on the better drafting of the present Med project.

2.7 Environmental incidences of the project

Demonstrate how the project has a positive or neutral impact on the environment.

2.8 Environment checklist

Answer to the following questions.

2.9 Equal opportunity principle

Demonstrate how the project has a positive or neutral impact on the field.

3. Coherence of the project with the orientations of the Med programme

3.1 Specify how your project contributes to one or several general objectives of the Med programme

- Improvement of the competitiveness in order to ensure growth and employment for the next generations*
- Promotion of territorial cohesion and protection of the environment for sustainable development*
- Respect of equal opportunities and non discrimination*
- Implementation of selected axis and objective principles in relation with the Programme MED*

3.2 Coherence with the orientations of the Axis and of the specific objective corresponding to the project

Specify the coherence of your project with the priority Axis and the specific objective that it is related to.

The project should fit in only one axis and only one objective.

A project could cross several axis or objectives but the choice done must be justified particularly by the awaited objectives and results. Any ambiguity could be penalized at the time of the evaluation.

4. Coherence with European and national policies and with other community programmes

4.1 CSG and NSRF coherence

Specify the coherence of your project with Community Strategic Guidelines (CSG) for the 2007-2013 programming period, and National Strategic Reference Framework (NSRF) of the countries of the different partners.

Please, contact eventually your national contact point (list on the website www.programmamed.eu).

4.2 Synergies with other programmes and actions

Please specify whether there are any synergies with other programme, actions and running projects.

Specify clearly and in a concrete way the terms (instruments, tools, agreements, etc) the project envisage to build up synergies between strategic projects and other programmes and operations.

5. Technical implementation of the project

5.1 Working Plan

Present the different work packages of the project, their outputs, results and their relevance.

It is very important that the working plan is coherent in its implementation with the description of the other headings of the application form.

The work package 0 is not compulsory but you cannot cancel it : if you do not use it, please do not fill it (0,00€).

Compulsory work packages will appear in your working plan before the three free other components (4-5 and 6).

Please note that for the strategic projects are foreseen 2 specific mandatory work packages (2 and 3) for distinguishing dissemination and communications activities from capitalisation and long lasting effect.

5.2 Information on the pilot activities

Please specify here the pilot activities of the project.

Pilot activities are test activities in the territory aiming at implementing and concretising the overall objectives of a project.

They are embedded in a transnational framework therefore having a transnational relevance and concretely implemented in a precise territory (in identified areas) in order to test the use of a particular methodology, technology, concept, model, tool, etc. developed during the project, and thus to link theoretical concepts with actual practice.

Pilot activities should be generally able to trigger new and additional investments, contribute to local development plans in a specific sector and foster the development of innovative businesses.

From a strategic perspective, they are important in order to ensure that the project results are both implementable and transferable.

5.3 Milestones

5.4 Working Plan coherence

Present the structuring, the coherence and the rational integrating of the work packages.

Justify the coherence of the budget with the nature of the work packages of the project.

5.5 Management of the project

Specify the functions of the Lead partner concerning the control of the activities of the other partners and the control of the quality of the work done; specify what is the body/person in charge of internal evaluation and/or project quality.

Describe the internal evaluation activities envisaged for the project.

5.6 Summary of deliverables

Summary table (filled in automatically).

5.7 Time Table

Summary table (filled in automatically).

6. Expected results and indicators

7. Specific indicators for strategic projects

7.1 Identification of problems, weaknesses or needs to take into account in order to reach the objectives of the strategic project

7.2 Tools and solutions created to address these problems, weaknesses and needs

7.3 Expected results

7.4 Capacity of project activities to trigger other financing

7.5 Consequences of project activities

7.6 Information dissemination (best practises, tools, policy instruments...)

- III - ORGANISATION AND COMPETENCES OF THE PARTNERSHIP

1. Composition, relevance and competence of the partnership

Explain the choice of the different partners, their role, their relevance and competence in regard to the project, their complementarity, their experience in transnational, interregional projects and in other past and present European programmes.

The Lead partner must check that each partner is playing a real role in the project (be careful with partnerships which would exist only to justify artificially the transnational dimension of a project).

2. Functions of the steering committee of the project

Specify the organisation and the functions of the Steering committee of the project as well as the conditions of the eventual participation of third/external countries and of private actors.

Explain the management system of the project and the communication system between the Lead Partner and the Project Partners: coordination and committee meetings timing.

3. Organisation chart

Draft a free organization chart (no template available) of the structure of coordination and management of the project (to attach it to the hard project application) and explain the management structure for the all partnership.

4. Sharing of technical activities between the partners

For each partner, describe :

- Actions to be realised and implementation method*
- Competences in the field of intervention of the project*
- Feedback, results expected for the partner with the implementation of the project/impact on its territory*
- Specify the human resources involved for the project and their competences.*

- IV - MEASURES FOR INFORMATION, PUBLICITY AND CAPITALISATION – VALORISATION OF THE PROJECT

1. Description of the strategy of capitalisation and utilisation of the results of the project

Present a summary of measures taken to capitalise experiences of the project. Specify the actions planned to develop the results in order to make them available for other programmes or projects (of maistream also).

2. Description of the communication plan of the project

Provisions to ensure the publicity of actions done and of results achieved; provisions to ensure the communication with the partners, other interested organizations and stakeholders as well as the general public.

- V - FINANCIAL SECTION

1. Funding per partner

Summary table (filled in automatically).

2. Origin of public funds

Summary table (filled in automatically).

3. Origin of other fundings

Summary table (filled in automatically).

4. Budget of the working plan and the implementation phases of the project

Summary table (filled in automatically).

5. Detail of the expenditures foreseen for each partner

Summary table (filled in automatically).

6. Detail of the categories of expenditures and justification

Summary table (filled in automatically).

7. Share of total costs per partner and per year (in euro)

Only financial table of this section to be filled manually.

To edit a line, select and click on the line to edit in the synthesis table below. Data are copied in the edit line (update financing plan) on the bottom of the screen where you can modify amounts. Synthesis table is updated after saving the edit line.

If you have a table with many partners, it will be necessary to scroll down the page in order to see the edit line.