



Interreg



Co-funded by
the European Union

Lithuania – Poland

Webinar for potential applicants of the 1st Call for Proposals

**7 February, 2023
online**

Structure

Interreg



Co-funded by
the European Union

Lithuania – Poland

Slides	Topic
3-15	General information about the Programme
16-44	First Call for Project Proposals
45-64	Budget planning
65-73	Application Procedure





Interreg



Co-funded by
the European Union

Lithuania – Poland

General information about the Programme

Adam Petrėtis
Project Manager, JS



Interreg



Co-funded by
the European Union

Lithuania – Poland

Information about the Programme

The overall objective of the Interreg VI-A Lithuania-Poland 2021-2027 Cross-border Cooperation Programme is **improving wellbeing of cross-border communities through cross-border cooperation and sustainable use of cultural and natural heritage of the Lithuania and Poland cross-border area.**



News

Interreg



Co-funded by
the European Union

Lithuania – Poland

- The European Regional Development Fund's contribution to the Programme is 45,706,836 EUR (80% of the total budget). The national co-financing is EUR 11,426,710 EUR (20% of the total budget). **The total amount allocated for the implementation of the Programme is 57,133,546 EUR.**
- New project submission and management System (JEMS)
- Simplified costs (flat rate for staff, office and administration and travel and accommodation costs)



Programme territory

Interreg



Co-funded by
the European Union

Lithuania – Poland



- Alytus county
- Kaunas county
- Marijampolė county
- Tauragė county
- Vilnius county

- Ełcki subregion
- Suwalski subregion
- Białostocki subregion



Programme bodies

Interreg



Co-funded by
the European Union

Lithuania – Poland

- Monitoring Committee (MC)
- Managing Authority (MA)
 - Ministry of the Interior of the Republic of Lithuania
- National Authority (NA)
 - Ministry responsible for regional development in the Republic of Poland
- Audit Authority (AA)
 - Internal Audit Department of the Ministry of the Interior of the Republic of Lithuania
- Joint Secretariat (JS) supported by Regional Contact Points (RCP) in Bialystok and Olsztyn
- Controllers





Interreg



Co-funded by
the European Union

Lithuania – Poland

Priority 1. Promoting environmental wellbeing

Specific objective (vii):

Enhancing protection and preservation of nature, biodiversity and green infrastructure, including in urban areas, and reducing all forms of pollution.





Interreg



Co-funded by
the European Union

Lithuania – Poland

Priority 2. Promoting physical, emotional and cultural wellbeing

Specific objective (v):

Ensuring equal access to health care and fostering resilience of health systems, including primary care, and promoting the transition from institutional to family- and community-based care





Interreg



Co-funded by
the European Union

Lithuania – Poland

Priority 2. Promoting physical, emotional and cultural wellbeing

Specific objective (vi):

Enhancing the role of culture and sustainable tourism in economic development, social inclusion and social innovation.





Interreg



Co-funded by
the European Union

Lithuania – Poland

Priority 3. Strengthening cooperation of local stakeholders

Specific objective ISO (c)

Build up mutual trust, in particular by
encouraging people-to-people actions

Priority 3 is intended for soft activities and cooperation of local stakeholders and activities related to exchange of experiences, capacity building, etc.

Please note that even as there is no maximum ceiling for investment component, **stand-alone infrastructure will not be supported.** Priority 3 focuses on **soft cooperation activities** and people-to-people actions, and only small-scale investments are possible.





Interreg



Co-funded by
the European Union

Lithuania – Poland

Priority 3. Strengthening cooperation of local stakeholders

Specific objective ISO (f)

Other actions to support better cooperation governance

Priority 3 is intended for soft activities and cooperation of local stakeholders and activities related to exchange of experiences, capacity building, etc.

Please note that even as there is no maximum ceiling for investment component, **stand-alone infrastructure will not be supported.** Priority 3 focuses on **soft cooperation activities** and people-to-people actions, and only small-scale investments are possible.



Related types of action for each priority

Interreg



Co-funded by
the European Union

Lithuania – Poland

Examples of activities that may be implemented under each priority:

↳ **part II.1. Description of Priorities and Indicators in the Programme Manual**

JTS homepage → Application → 1 Call for Proposals

<https://lietuva-polska.eu/1-call-for-proposals/>



Programme priorities

Interreg



Co-funded by
the European Union

Lithuania – Poland

Priority	ERDF (EUR)	(%)
Priority 1. Promoting environmental wellbeing 1.1. Enhancing protection and preservation of nature, biodiversity and green infrastructure, including in urban areas, and reducing all forms of pollution	13,712,050	30%
Priority 2. Promoting physical, emotional and cultural wellbeing 2.1. Ensuring equal access to health care and fostering resilience of health systems, including primary care, and promoting the transition from institutional to family- and community-based care	9,141,368	20%
2.2. Enhancing the role of culture and sustainable tourism in economic development, social inclusion and social innovation	13,712,051	30%
Priority 3. Strengthening cooperation of local stakeholders 3.1. Build up mutual trust, in particular by encouraging people-to-people actions	4,570,684	10%
3.2. Other actions to support better cooperation governance	4,570,683	10%
Total:	45,706,836	



General project requirements

Interreg



Co-funded by
the European Union

Lithuania – Poland

- EU Regulations and Programme rules
 - Horizontal principles
 - Programme Document
- Partnership in the project
- Budget planning (Simplified Cost Options, Ineligible costs etc.)
 - co-financing up to 80%
 - Grants in form of reimbursement
- Project Idea and Lifecycle
 - Joint need \neq common need
 - Durability of the results
- Visibility and Publicity requirements!





Interreg



Co-funded by
the European Union

Lithuania – Poland

General requirements for the 1st Call for Proposals

Birutė Fetingytė
Project Manager, JS

Interreg



Co-funded by
the European Union

Lithuania – Poland

The Guidance note
<https://lietuva-polska.eu/1-call-for-proposals>

**terms and conditions specifically to the
1st Call for Proposals**





- ✓ Call duration
- ✓ Total call budget
- ✓ Applicable priorities
- ✓ Type of a project
- ✓ Project size and duration
- ✓ Co-financing rate





1st call for proposals

Duration of the call	Start: 9 January 2023 End: 28 April 2023
Total call budget (ERDF)	20.691.655,00 euro
Applicable priorities	All 3 Programme priorities
Type of project	Regular projects
Other	Reimbursement based payments
	Application <i>via</i> JEMS



Priorities	Indicative ERDF support for the 1 st call, euro
1 Promoting environmental wellbeing	6.207.496,50
2 Promoting physical, emotional and cultural wellbeing	10.345.827,50
3 Strengthening cooperation of local stakeholders	4.138.331,00
Total:	20.691.655,00





Regular Projects

Total project budget	Min: 100.000,00 euro Max: 1.000.000,00 euro
ERDF	Up to 80% ERDF co-financing, minimum 20% partner contribution
Duration	Up to 24 months
Partners	At least 2, not more than 4





Interreg



Co-funded by
the European Union

Lithuania – Poland

Partnership

Anna Puchlik
Project Manager, JS

Partnership

Interreg



Co-funded by
the European Union

Lithuania – Poland

Why partnerships are needed? Because successful partnership is one of the key features of a good cross-border cooperation project.

Project partners should have:

- ★ shared needs
 - ★ strong commitment to take part in the project
 - ★ mutual trust
 - ★ adequate administrative and financial resources required to participate in a cross-border project.



Points of attention

- ✓ all expenditures in the project must be covered by own funds
- ✓ the only reporting period settled in JEMS is 6 months



Partnership

Interreg



Co-funded by
the European Union

Lithuania – Poland

PPs

Project Partners – organisations that are directly participating in the preparation (development) and implementation of the project and are officially listed in the application form (AF) of the project.

LP

Lead Partner – each project appoints one Partner to act as Lead Partner, which:

- ✓ takes full responsibility for the implementation of the entire project;
- ✓ serves as a link between the project and Programme bodies, especially with regards to communication between the project and the JS;
- ✓ is responsible for the application procedure and coordinates the project on behalf of the whole project partnership; it means the Lead Partner is responsible for delivery of project reports and documentation, delivery of project outputs and financial management of the project.

PA

Partnership Agreement – a document where the cooperation principles, distribution of obligations and responsibilities between Lead Partner and Project Partners is defined (Partnership Agreement is an annex to the Subsidy Contract).



Eligible partners

Interreg



Co-funded by
the European Union

Lithuania – Poland

Each project has to involve at least one Lithuanian and at least one Polish partner, which are registered and actively operate in the Programme area.

Project Partners from **both countries** should be represented.

Each project should involve at least 2 partners but not more than 4.

Partners registered outside the Programme, but within the EU area, can also apply for funding as Lead Partner/Project Partner. However, such partners have to bring a clear benefit to the Programme and contribute to the implementation of the overall objective of the Programme.



Eligible partners

Interreg



Co-funded by
the European Union

Lithuania – Poland

The main types of partners that can participate in the Programme

Local, regional and
national authorities

Public bodies and bodies
governed by the public law

Associations;
NGOs; EGTCs

Bodies governed by the public law means entities that have **all** of the following characteristics:

- ✓ they are established for the specific purpose of meeting needs in the general interest, not having an industrial or commercial character;
- ✓ they have a legal personality;
- ✓ they are financed, for the most part, by the State, regional or local authorities, or by other bodies governed by the public law; or are subject to management supervision by those authorities or bodies; or have an administrative, managerial or supervisory board, more than half of whose members are appointed by the State, regional or local authorities, or by other bodies governed by the public law.



Eligible partners

Interreg



Co-funded by
the European Union

Lithuania – Poland

Type of eligible partner	Examples
National, regional and local authorities and their organisational units having legal personality.	<ul style="list-style-type: none">- administrations of municipalities, councils, ministries,- local or regional development agency, environmental agency, etc.
Bodies governed by public law as defined in Directive 2014/24/EU on public procurement	<ul style="list-style-type: none">- public schools and universities,- training institutions,- culture centres, etc.
Associations formed by one or several regional or local authorities.	<ul style="list-style-type: none">- associations of municipalities,- Euroregions, European Grouping of Territorial Cooperation (EGTC), etc .
Associations formed by one or several bodies governed by public law.	<ul style="list-style-type: none">- heritage associations,- environment associations, etc.
Non-governmental and not-profit seeking entities having legal personality and established for the specific purpose of meeting needs in the general interest, not having an industrial or commercial character.	<ul style="list-style-type: none">- foundations and associations for fighting discrimination, decreasing poverty or social exclusions,- social support centres,- churches, religious association, having legal personality and established according to the national law, etc.

Cooperation criteria

Interreg



Co-funded by
the European Union

Lithuania – Poland

Each project must meet at least three out of four cooperation criteria out of which joint development and joint implementation are obligatory.

Joint development	Joint implementation	Joint staffing	Joint financing
<p>project application is prepared by the representatives from all partner organisations together. Ideas, priorities, needs and expectations as well as contributions from all partners have to be integrated in the project proposal</p>	<p>each project activity is implemented in close cooperation between all of the partners and there must be a balanced division of tasks and responsibilities between the partners</p>	<p>the project has staff with clearly divided tasks between the partners and its structure should not duplicate functions</p>	<p>all partner budgets form together the joint budget for the whole project</p>





Interreg



Co-funded by
the European Union

Lithuania – Poland

Programme and project intervention logic

Wanda Miczorek
Project Manager, JS

Programme and project intervention logic

Interreg



Co-funded by the European Union

Lithuania – Poland

OVERALL PROGRAMME OBJECTIVE

Improving wellbeing of cross-border communities through cross-border cooperation and sustainable use of cultural and natural heritage of the Lithuania and Poland cross-border area.

PROGRAMME DOCUMENT:

<https://lietuva-polska.eu/documents/interreg-vi-a-lithuania-poland-cooperation-programme-document/>

Approved by EC on 2022-09-26

Other documents:

<https://lietuva-polska.eu/documents/>

SFC2021 INTERREG Programme

CCI	2021TC16RFCB030
Title	(Interreg VI-A) Lithuania-Poland
Version	1.2
First year	2021
Last year	2027
Eligible from	01-Jan-2020
Eligible until	31-Dec-2029
EC decision number	C(2022) 6938
EC decision date	26-Sep-2022
NUTS regions covered by the programme	LT021 - Alytaus apskritis LT022 - Kauno apskritis LT024 - Marijampolės apskritis LT027 - Tauragės apskritis LT011 - Vilniaus apskritis PL841 - Białostocki PL843 - Suwałski PL623 - Etck
Strand	Strand A: CB (ETC, IPA III)



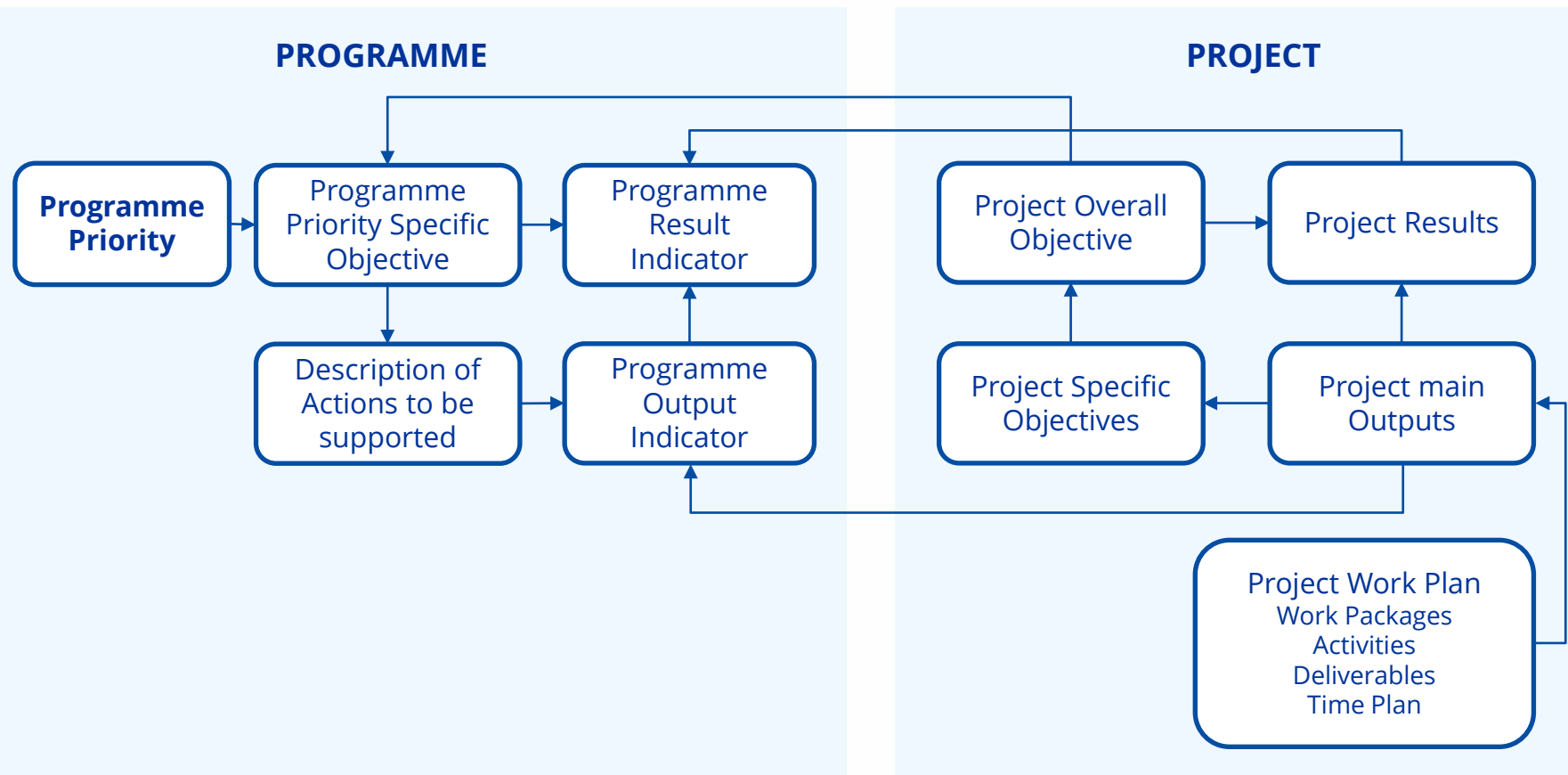
Programme and project intervention logic

Interreg



Co-funded by
the European Union

Lithuania – Poland



Programme and project intervention logic

Interreg



Co-funded by the European Union

Lithuania – Poland

Project Overall Objective

Overall context for what the project is trying to achieve, and aligns to programme priority-specific objective. Relates to the strategic aspects of the project.

Project Specific Objectives

A tangible statement describing what the project is trying to achieve. It refers to the project's main outputs.

Project main Outputs

The main achievement of a set of project activities, contributes to achievement of project specific objective.

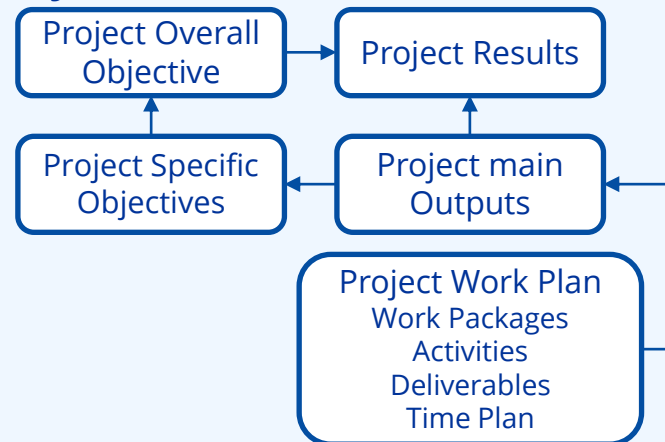
Project Results

Advantage of carrying out the project, the benefit of using the project's main outputs. Change the project is aiming for!

Project Work Packages

A group of related project activities required to produce the project's main outputs.

PROJECT



Project Activities

Specific task performed for which resources are used. Results in a deliverable and output.

Project Deliverables

A side-product or service of the project that contributes to the development of a project's main output (report, equipment etc.)



Programme and project intervention logic

Interreg



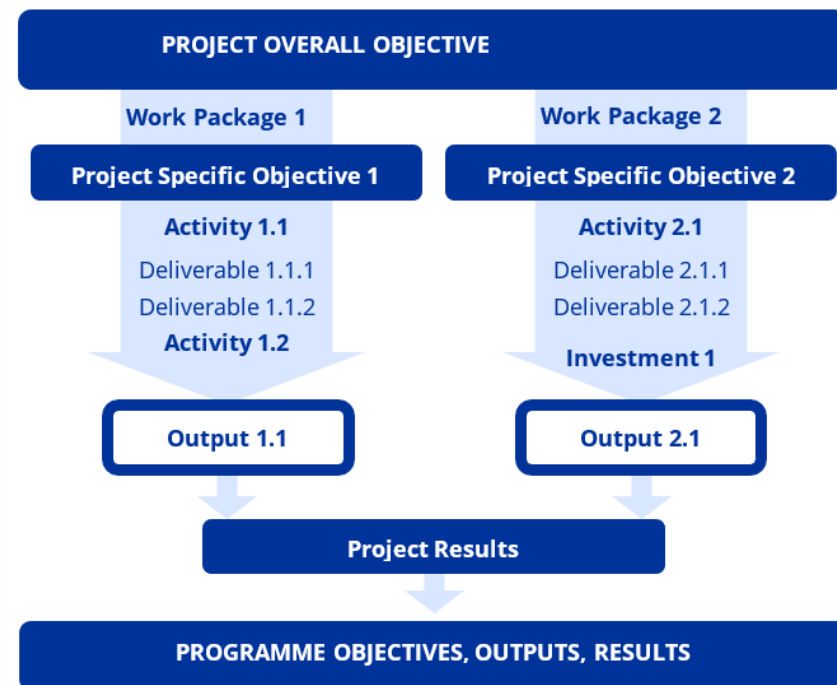
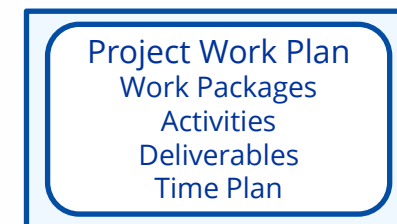
Co-funded by
the European Union

Lithuania – Poland

WORK PLAN STRUCTURE

The work plan shows the project objectives and results, and **how they will be achieved!**

- ☺ One project specific objective = one work package
- ☺ up to 4 Specific Objectives
- ☺ a distinct Project Specific Objective for each WP, can't be repeated!
- ☺ at least one communication objective
- ☺ no more than 4 to 6 activities per work package
- ☺ At least one deliverable for activity
- ☺ Only thematic work packages → no work packages for project management, investments or communication only



Programme and project intervention logic

Interreg



Co-funded by
the European Union

Lithuania – Poland

Priority Specific Objective	Programme Output Indicator	Programme Result Indicator
1.1., 2.1., 2.2., 3.1., 3.2.	RCO87 Organisations cooperating across borders	RCR84 Organisations cooperating across borders after project completion
1.1., 2.1., 2.2., 3.2.	RCO116 Jointly developed solutions	RCR104 Solutions taken up or up-scaled by organisations
2.1.	RCO69 Capacity of new or modernised health care facilities	RCR73 Annual users of new or modernised health care facilities
2.2.	RCO77 Number of cultural and tourism sites supported	RCR77 Visitors of cultural and tourism sites supported
3.1.	RCO81 Participations in joint actions across borders	RCR85 Participations in joint actions across borders after project completion
3.1.	RCO115 Public events across borders jointly organised	
3.2.	RCO85 Participations in joint training schemes	

Programme and project intervention logic

Interreg



Co-funded by
the European Union

Lithuania – Poland



EUSBSR
EU STRATEGY
FOR THE BALTIC
SEA REGION

- ☞ Project idea
- ☞ The bigger picture
 - Links to other strategies/policies on the regional, national and EU levels
 - Previous work and knowledge in the area of interest
 - Innovative aspects
- ☞ Capitalisation → continuation, possible share and replication of activities and associated results
- ☞ Horizontal principles
- ☞ EU Green Deal and New European Bauhaus



Programme and project intervention logic

Interreg



Co-funded by
the European Union

Lithuania – Poland

- ☞ Keep it SMART! Specific, Measurable, Achievable, Relevant, Time-bound
- ☞ Consistency between project objective and programme priority
- ☞ Result-oriented approach → change of the initial situation and real impact!
- ☞ Evident cross-border dimension and added value
- ☞ Infrastructure → result of cross border cooperation, duly justified, durability
- ☞ Special attention in developing infrastructure to the needs of people with disabilities

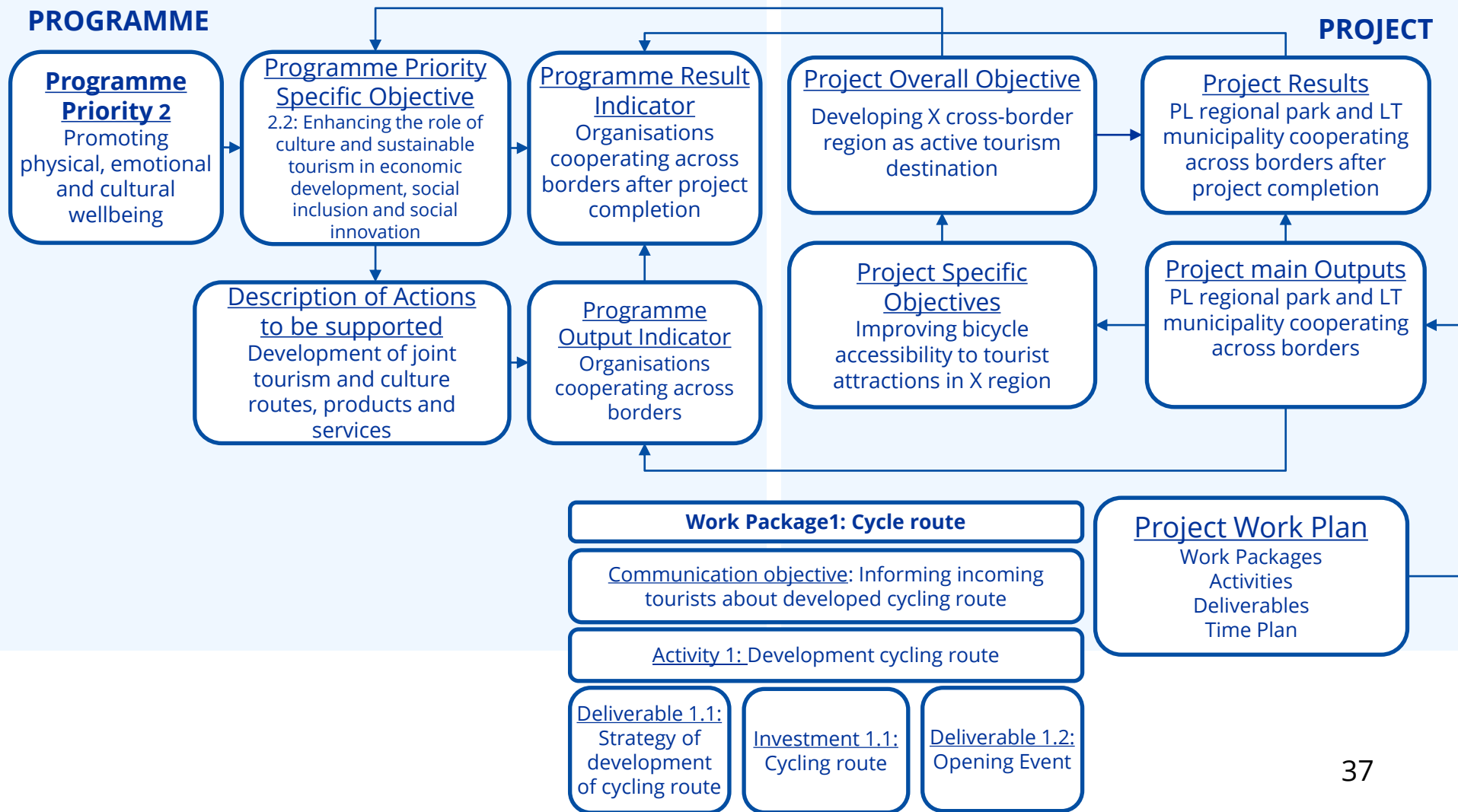
NO STAND-ALONE INVESTMENTS



Programme and project intervention logic EXAMPLE

PROGRAMME

PROJECT





Interreg



Co-funded by
the European Union

Lithuania – Poland

Project communication and visibility requirements

Brigita Butkuvienė
Programme Communication Manager, JS



Partnership search



- 1 Call for Proposals
- Partner registration
- Partnership search
- FAQ

Cooperation for sustainable future

The overall objective of the Interreg VI-A Lithuania-Poland 2021-2027 Cross-border Cooperation Programme is improving wellbeing of cross-border communities through cross-border cooperation and sustainable use of cultural and natural heritage of the Lithuania and Poland cross-border area.





Planning communication activities

Project overview

Application form

Project version (current) V. 1.0

A - Project identification

A - Project identification

A - Project overview tables

B - Project partners

Partners overview

Associated organisations

C - Project description

C.1 Project overall objective

C.2 Project relevance and context

C.3 Project partnership

C.4 Project work plan

C.5 Project Results

Dashboard / Applications / LTPL00014 – Together we can / Project work plan

Application form LTPL00014 – Together we can C - Project description

C.4 Project work plan

+ Add new work package

No work packages



Planning communication activities

- A - Project identification
 - A - Project overview tables
- B - Project partners
 - Partners overview
 - Associated organisations
- C - Project description
 - C.1 Project overall objective
 - C.2 Project relevance and context
 - C.3 Project partnership
 - C.4 Project work plan
 - C.5 Project Results
 - C.6 Project Time Plan
 - C.7 Project management**
 - C.8 Long-term plans
- D - Project budget
 - D.1 Project budget per fund
 - D.2 Overview partner / cost category
 - D.3 Overview budget / period

C.7.3 What will be the general approach you will follow to communicate about your project?

Who will coordinate project communication and how will he/she ensure the involvement of all partners? How will the communication function contribute to transfer your project results? Please note that all communication activities should be included in the work packages, as an integral part of your project. There is no need to repeat this information here.

Enter text here

C.7.4 How do you foresee the financial management of the project and reporting procedures for activities and budget (within the partnership and towards the programme)?

Define responsibilities, deadlines in financial flows, reporting flows, project related transfers, reclaims, etc.

Enter text here

C.7.5 Cooperation criteria



Interreg



Co-funded by
the European Union

Lithuania – Poland

Main requirements

Project partners have to display durable plaque or billboard clearly visible to the public if project includes infrastructure or works, or equipment investments and if the total costs of the project exceed EUR 100,000

For projects not falling under point 1 , project Partners have to publicly display at least one poster of a minimum size A3 or equivalent electronic display (at partner locations) with information about the project highlighting the support from the Programme.



Interreg



Co-funded by
the European Union

Lithuania – Poland

DURABLE PLAQUE = BILLBOARD





Interreg



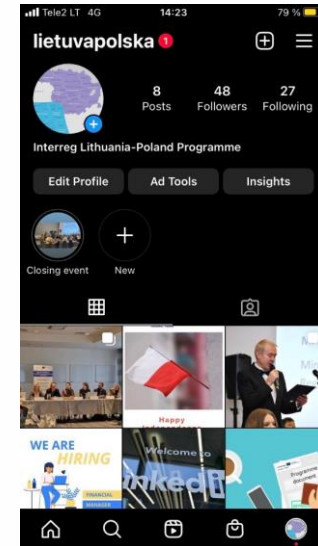
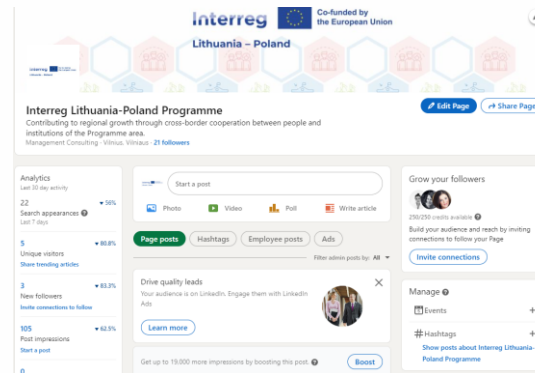
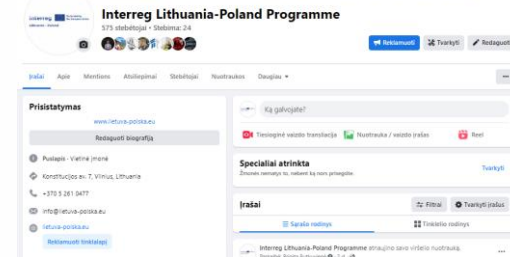
Co-funded by the European Union

Lithuania – Poland

Follow us on social media

Subscribe Programme's newsletter

Contribute to Programme initiatives, participate in events, be active





Interreg



Co-funded by
the European Union

Lithuania – Poland

Budget planning

Ilona Juchno
Financial Manager, JS

General requirements (1)

Interreg



Co-funded by
the European Union

Lithuania – Poland

Project Budget

ERDF co-financing
– up to 80%

Partner contribution
– minimum 20%

**Partner contribution cannot be covered by funding from other projects
or EU-funded programmes**

General requirements (2)

Interreg



Co-funded by
the European Union

Lithuania – Poland

Budget should be prepared jointly by all partners, coordinated by Lead Partner

Budget should be realistic and cost-effective

Principles of sound financial management and cost-efficiency should be applied

No double funding is permissible

Value added tax is eligible (some exceptions for projects with state aid)



Planning of financial flows

Interreg



Co-funded by
the European Union

Lithuania – Poland

EU co-funding -
reimbursement
of expenses
only

Full
reimbursement
after all checks
of national
control and the
Programme
(JS/MA)

New!
Faster
reimbursement of
70% of eligible
approved ERDF
costs will be
possible



Carefully consider your financial capabilities and liquidity to cover costs!

Plan to cover 100 % of costs as reimbursement will take some time



Cost categories

CC1	Staff costs
CC2	Office and administration costs
CC3	Travel and accommodation
CC4	External expertise and services
CC5	Equipment
CC6	Infrastructure and works

Preparation costs lump sum does not belong to any cost category and should be planned under section E1 of AF



Simplified cost options (SCOs)

Interreg



Co-funded by the European Union

Lithuania – Poland

SCOs



Lums sums and flat rates

Reduced administrative burden

No need to document expenditures (invoices, payment proofs, etc.)

Calculated automatically in the application form, and then when reporting in JEMS

Correction of reported real cost expenditure → **correction of the flat rates**



SCOs – Preparation costs (1)

Interreg



Co-funded by
the European Union

Lithuania – Poland

Preparation
costs –
Lump sum

In total
2.250 EUR

ERDF
co-
financing
1.800 EUR

Reimbursement
for approved
projects with the
1st report if
proof of delivery
of activities
provided
(meeting
agendas,
participant list,
etc.)



SCOs – Preparation costs (2)

Interreg



Co-funded by
the European Union

Lithuania – Poland

Costs incurred by all Project Partners for preparation of the application **before the project's start:** travel, accommodation, per diems and meals during partner meetings, translation (during partner meetings) and organization of the events (partners meetings)



Don't forget to:

- include into the Budget
- prepare and save meeting agendas, participant lists, etc.



SCOs – CC1 Staff Costs

Interreg



Co-funded by
the European Union

Lithuania – Poland



Staff Costs flat rate

10 % of real costs
(cost categories 4-6)



The planning and reporting of the staff costs on the real costs basis is not possible



In case partner foresees zero costs in CC1 “Staff costs”, payments for budget CC2 and CC3 are not possible



SCOs – CC2 Office and Administration Costs (1)

Interreg



Co-funded by
the European Union

Lithuania – Poland



**Office and
Administration Costs
Flat rate**



**15% of eligible
staff costs**

- 📌 Planning 0 costs in this category is possible
- 📌 These costs cannot be reported under any other category



SCOs – CC2 Office and Administrative Costs (2)

Interreg



Co-funded by
the European Union

Lithuania – Poland

- Cover **operating and administrative expenses** of a project partner
 - **Support** delivery of project activities

Examples of eligible expenditures:

- office rent
- IT systems support
- office supplies
- accounting
- archives
- security
- utilities (e.g., electricity, heating, water)
- maintenance, cleaning and repair

- some bank charges, including for transnational financial transactions
- communication (e.g., telephone, internet, postal service, business cards)
-

Please find more examples in the Programme Manual (II.4.3.)



SCOs – CC3 Travel and Accommodation Costs (1)

Interreg



Co-funded by
the European Union

Lithuania – Poland



Travel and
Accommodation Costs
flat rate



10% of eligible staff
costs

Only for employees of the partner institutions when it is:

- directly related to the project activities
- necessary for project administration (participation in project meetings, meetings with the Programme bodies, seminars, etc.)



Eligible expenditures:

- travel costs (tickets, travel and car insurance, fuel, parking fees, etc.)
- costs of meals
- accommodation costs
- daily allowances



Planning 0 costs in this category is possible



CC4

External expertise and Services (1)

Interreg



Co-funded by
the European Union

Lithuania – Poland



Expenditures of external service providers who are subcontracted to carry out activities linked to delivery of the project results



Project partners and their employees cannot be contracted as external experts



Payments to external service providers have to be made on the basis of contracts or written agreements, as well as invoices or requests for reimbursement issued by external service provider



Additional costs related to external experts (travel and accommodation costs) must be foreseen in the service contract



All costs of external expertise and services that are linked to an investment in infrastructure should be included under this cost category



CC4

External expertise and Services (2)

Interreg



Co-funded by
the European Union

Lithuania – Poland

Examples of eligible costs:

Trainings

Travel and accommodation for target groups

Organisation and implementation of events (rent, catering, interpretation, etc.)

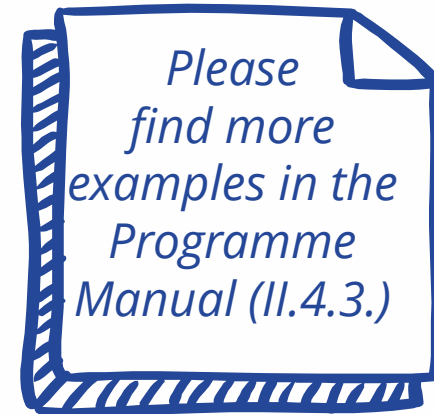
Development, modifications to IT systems and websites

Promotion, communication or publicity linked to the project

Studies or surveys

Insurance of fixed assets and infrastructure created under the project

Other specific expertise and services needed for project...



CC5 Equipment (1)

Interreg



Co-funded by
the European Union

Lithuania – Poland

Equipment



- purchased, rented or leased by a partner
- necessary to achieve the objectives



Necessity (functionality and quantity) justified in the application

- office equipment
- IT hardware and software
- furniture and fittings
- laboratory equipment
- machines and instruments
- tools or devices
- Vehicles only if they are operated and used solely for the purposes of fulfilling the main objective of the project
- other specific equipment



CC5

Equipment (2)

Interreg



Co-funded by
the European Union

Lithuania – Poland



Ownership and the **way of use** (for the benefit of target group) **cannot be changed within 5 years after the project final payment** (unless the depreciation period is shorter according national law)



Operating and servicing costs of equipment used for project purposes are eligible



In case of lease, final ownership should belong to the Project Partner leasing period should be within the duration of the project implementation



Cannot be purchased, rented or leased from another Project Partner



CC6

Infrastructure and works (1)

Interreg  Co-funded by the European Union

Lithuania – Poland

Eligible costs:

- building permits
- building material
- labour
- specialised interventions (such as soil remediation...)
- purchase of land for an amount not exceeding 10% of the total eligible expenditure of the investment in infrastructure and works concerned



All other indirect infrastructure related costs (**investment supervision, authors supervision, purchase of equipment to the infrastructure objects**, etc.) have to be included under other categories - **CC4; CC5**



CC6

Infrastructure and works (2)

Interreg



Co-funded by
the European Union

Lithuania – Poland

Infrastructure and construction works:

- crucial for the achievement of the project's outputs
 - clearly described in the application



Ownership and the way of use cannot be changed within 5 years after the project final payment

Please note that even as there is no maximum ceiling for investment component, **stand-alone infrastructure will not be supported.**

As for **Priority 3**, it focuses on **soft cooperation activities** and people-to-people actions, and only small-scale investments are possible.





Ineligible costs (1)

Interreg

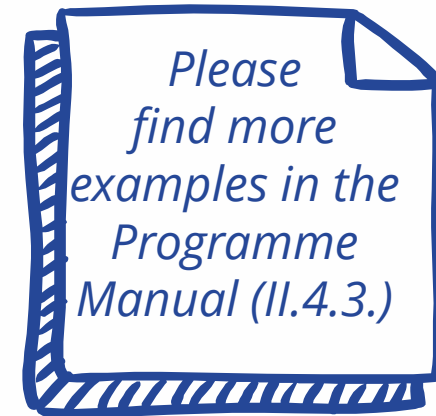


Co-funded by
the European Union

Lithuania – Poland

Examples of ineligible costs:

- **costs incurred and/or paid outside project duration** (**except** the costs for Controllers for LT Partners incurred and paid after the project completion until the submission of the final report)
- construction of **roads**
- **technical project** for infrastructure works
- costs related to **political and religious activities**
- costs of **gifts**
- costs related to **fluctuation of foreign exchange rate**
- charges for **national financial transactions**





Ineligible costs (2)

Interreg

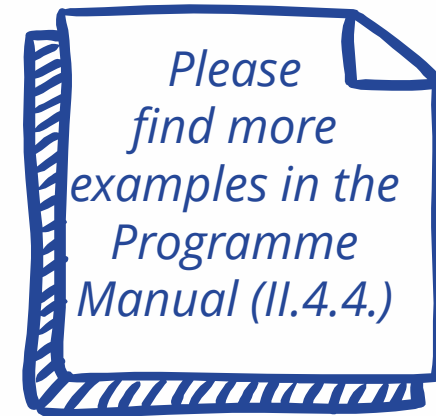


Co-funded by
the European Union

Lithuania – Poland

Examples of ineligible costs:

- **contracting of employees of the partner organisations as external experts**
- advance payments not foreseen in the contract
- **creation of project logos** or other design elements
- **in-kind contribution**
- travel and accommodation costs of participants of events organised by the project, where the **participants do not contribute to delivery of the project results**
- consultant fees or other service costs between partners





Interreg



Co-funded by
the European Union

Lithuania – Poland

Application procedure

Wanda Miczorek
Project Manager, JS

Application procedure

Interreg



Co-funded by
the European Union

Lithuania – Poland

Website address: <https://jems.lietuva-polska.eu>

after creating account, confirm e-mail → check spam folder

Contact us regarding JEMS at jems@lietuva-polska.eu

check guidelines on website:
[JEMS offline Application Form](#)
[JEMS offline Application Form Guide](#)

Obligatory fields marked with *

Character limit in text boxes

Save changes!

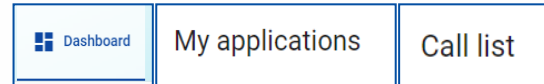
Discard changes Save changes



Application procedure

GENERAL REQUIREMENTS

- ☞ Change password – click on your e-mail on top panel
- ☞ Your view: Dashboard, My applications, Call List
- ☞ You can submit more than 1 application
- ☞ Application ID number assigned automatically
- ☞ **DRAFT** Status – Application Form can be edited
- ☞ After it is **SUBMITTED**, no changes possible!



ID	Name	Status	Started	Ends	Actions
1	1st Call for Proposals for Regular Projects	Published	01/09/2023 1:00 PM	04/28/2023 5:00 PM	Apply →

Create a new project application

Call: 2 – 1st Call for Proposals for Regular Projects

Start date	01/01/2023
End date	Ends 04/28/2023. Time left: 93 days, 0 hours and 4 minutes.

[View detailed call information](#)

Hint: all project data can be changed before submission. ×

* Project acronym i

Status	Related call
Draft	1st Call for Proposals for Regular Projects



Application procedure

Interreg



Co-funded by
the European Union

Lithuania – Poland

GENERAL REQUIREMENTS

☞ Application Form filled in English

☞ Partner details, motivation, budget → Partners overview

☞ Pre-submission check

☞ Export from system → AF in .pdf and budget in excel

☞ Give privileges – work on AF together

Partners overview

+ Add new partner

Run pre-submission check Submit project application

To submit this application, all conditions of the pre-submission must be met.

Application Form users / Project managers

* Jems username	view edit manage	
Cannot be blank		
* Jems username	view edit manage	

+ Add new user

Project overview

Application form

Project version (current) V. 1.0

A - Project identification

- A - Project identification
- A - Project overview tables

B - Project partners

- Partners overview

C - Project description

- C.1 Project overall objective
- C.2 Project relevance and context
- C.3 Project partnership
- C.4 Project work plan
- C.5 Project Results
- C.6 Project Time Plan
- C.7 Project management
- C.8 Long-term plans

D - Project budget

- D.1 Project budget per fund
- D.2 Overview partner / cost category
- D.3 Overview budget / period

E - Project lump sums and unit costs

- E.1 - Project lump sums

Application annexes

Check & Submit

Export

Project privileges

Application procedure

Interreg



Co-funded by
the European Union

Lithuania – Poland

👉 Budget created for each Partner

Partner Budget Options

- Staff costs flat rate: 10 % (fixed rate)
- Office and administrative costs flat rate based on direct staff costs: 15 % of Staff costs (fixed rate) ⓘ
- Travel and accommodation flat rate: 10 % of Staff costs (fixed rate)

B - Project partners

Partners overview
LP1 TEST1
PP2 TEST2

Equipment

Please update the budget table: The sum of the amount must match the.

Description	Comments	Unit type	No. of units	Price per unit	Total	Period 1	Period 2	Period 3	Period 4	Gap
Equipment	Deliverable 1.1.	Equipment	5,00	5.000,00	25.000,00	0,00	0,00	0,00	0,00	25.000,00
+					25.000,00	0,00	0,00	0,00	0,00	

Partner budget ⓘ

External expertise and services

Equipment

Infrastructure and works

👉 Pay attention to scroll bars!

External expertise and services

Description	Comments	Unit type	Total
External Service	Activity 1.1.	Service	600,00
+			600,00

Application procedure

Interreg



Co-funded by the European Union

Lithuania – Poland

Preparation costs selected in part E.!

E - Project lump sums and unit costs

E.1 - Project lump sums

Project lump sums table

In this table you can define your project lump sums. Please choose the applicable lump sums from the dropdown and allocate the lump sum cost to project partner(s).

Please update the lump sum table: The sum of the amounts per partner must match the total lump sum costs.

Programme lump sum	Period	Split up	Costs	LP1 TEST1	PP2 TEST2	PP3 TEST3	Sum	Gap
Preparation ...	Preparation	Yes	2.250,00	0,00	0,00	0,00	0,00	2.250,00
				0,00	0,00	0,00	0,00	

Fill Co-financing for each partner

Co-financing

In this table you can define your co-financing. In order to see amounts, please, define your partner budget first in the section budget.

Source	Amount	Percentage
ERDF	36.000,00	80,00 %
Partner contribution	9.000,00	20,00 %
Partner total eligible budget	45.000,00	100,00 %

Origin of partner contribution

Source of contribution	Legal status of contribution	Amount	% of total partner budget
TEST1	Public	4.500,00	10,00 %

The total of contribution must match the total partner contribution (difference *4.500,00')

Application procedure

Interreg



Co-funded by
the European Union

Lithuania – Poland

☞ Annexes to be submitted with the application

- Project Statement;
- Project Partner Statement;
- Authorisation to sign documents;
- Statement on the absence of discriminatory resolutions (only for Polish Partners);
- Supporting documentation for investments:
 - ! • minimum: short technical description and justification for need for investment (maximum one page A4) with simplified design illustration of the works;
 - Full documentation – can be submitted with AF, or within 2 months after project approval at the latest!

☞ Application annexes

Attachments ⓘ

Application attachments

Partners

LP1 TEST

PP2 TEST2

Investment documentation

I1.1

☞ Annexes:

- PDF files preferred, maximum file size 50 Mb.
- assessment based on the information provided in the Application Form in JEMS and the mandatory attachments.
- any information in additional attachments **will not be used** for the assessment. Additional attachments can be included only in exceptional cases and upon prior agreement with the JS.



Application procedure

Interreg



Co-funded by
the European Union

Lithuania – Poland

APPROXIMATE TIMELINE



☞ Assessment in two steps:

- Eligibility check
- Quality assessment

☞ Guiding **criteria** included in part III.3.3. of the Programme Manual!
Criteria refer to JEMS Application Form!



Application procedure

Interreg



Co-funded by
the European Union







Lithuania – Poland

1st Call for Regular Projects

DEADLINE FOR SUBMISSION OF APPLICATIONS

28th APRIL 2023

17:00 (Lithuanian time)

- ! Applications have to be submitted online via JEMS
- ! Read the Programme Manual and 1st Call Requirements
- ! Check the required annexes
- ! Do not leave submission and pre-submission check until last day!
- ! Contact us!      

Interreg
Lithuania – Poland



Co-funded by
the European Union

 **Jems**
Joint Operational Programme



Consultations/events

Interreg



Co-funded by
the European Union

Lithuania – Poland

FREQUENTLY ASKED QUESTIONS

lietuva-polska.eu

Application

FAQ

INDIVIDUAL CONSULTATIONS

Tuesdays and Thursdays
starting from 14 February 2023

Registration:
lietuva-polska.eu

Zoom

SEMINAR FOR POTENTIAL APPLICANTS

7 March 2023, Suwałki



Interreg



Co-funded by
the European Union

Lithuania – Poland

Thank you for your attention!

Dziękujemy za uwagę!

Dėkojame už dėmesį!





Interreg



Co-funded by
the European Union

Lithuania – Poland

Joint Technical Secretariat
Konstitucijos pr. 7,
LT-09308 Vilnius, Lithuania
Phone: +370 5 261 0477
E-mail: info@vilniusjts.eu
www.lietuva-polska.eu

