

Interreg



Co-funded by
the European Union

Northern Periphery and Arctic



Interreg Northern Periphery and Arctic 2021-2027

Section B – Project Partners



B. Project partners

- Basic partner information
- Legal information
- Partner motivation
- Co-financing
- Partner contributions
- State aid
- State aid assessment

B.1 Lead partner

Basic partner information

- Partner role – Lead partner, partner and Associated organisations
- Name of the Organisation in original language and English
- Organisation abbreviation
- Department / unit / division
- Partner main address

B.1 Lead partner

Legal information

- Type of partner – Select from drop down menu
- Legal status – Select Public or private
- PIC (Optional)
- VAT (Mandatory)

Contact

Legal representative, Contact person (Details),
Contact person (email) and Telephone #

B.1 Lead partner

Motivation

- Describe the following:-
 - organisation's thematic competences and experiences are relevant for the project
 - the role and tasks that the partner will perform in the project
 - EU co-financed projects or other international projects the organisation has participated in and/or managed

B.1 Project partners (2)

- Same information to be inserted as Lead partner

Associated organisations

Same information to be inserted as partner, except for motivation and financial information.

B.1 Partner Budget

- Each project partner is to register expenditure divided per cost category
- The NPA cost categories:
 - Staff cost
 - Office and Administration
 - Travel and Accommodation
 - External expertise and services
 - Equipment

B.1 Partner Budget

Staff cost

Staff cost shall consist of gross employment cost of staff employed by the partner in one of the following ways:

- Full time
- Part time with a fixed percentage of time worked per month

The real cost should be budgeted for.

B.1 Partner Budget

Office and Administration

Office and administrative costs shall be financed as a flat rate only, and they shall be calculated as a fixed percentage of 15 % of the eligible direct staff costs.

B.1 Partner Budget

Travel and Accommodation

Travel and accommodation costs may be calculated at a flat rate of 15 % of direct staff cost.

If the flat rate option is not chosen then the partner will budget for the real cost.

The chosen method must be applied on a partner level for the entire duration of the project.

B.1 Partner Budget

External expertise and services costs

The real cost should be budgeted for.


Equipment

The real cost should be budgeted for.

B.1 Partner Budget

Before registering the budget each partner needs to decide (tick) the partner budget options

Partner Budget Options

☒ Office and administration flat rate based on direct staff costs: 15 % of Staff costs (fixed rate) 

☐ Travel and accommodation flat rate

B.1 Partner Budget

For each cost category item, the following details have to be provided:

- Description of the expense
- Unit type (e.g. hours, monthly salary, meeting etc)
- Number of units
- Price per unit
- (Award procedure for the equipment and for the external expertise and services cost categories)

B.1 Co-financing

Co-financing		
Source	Amount	Percentage
<p>ERDF</p> <p>Select the relevant funding source:</p> <ul style="list-style-type: none"> • ERDF for EU Member State partners and partners outside the programme area, • ERDF_NO for Norwegian partners, • ERDF_IS for Icelandic partners, • ERDF_FO for Faroese partners • ERDF_GL for Greenlandic partners 	<p>4,641.00</p> <p><i>Automatically filled in</i></p>	<p>65.00 %</p> <p><i>Automatically filled in based on selected funding source: 65% for all; 50% Norwegian partners.</i></p>

B.1 Partner contribution

Partner contribution	2,499.00	35.00 %
<i>The exact amount to be assigned to the partner contribution is automatically calculated by the system.</i>	<i>Copy the exact value.</i>	<i>Automatically calculated</i>
Partner total eligible budget	7,140.00	100.00 %
Origin of partner contribution		
Source of contribution	Legal status of contribution	Amount
Organisation	Public	2,499.00
<i>Automatically filled in with the <u>partner</u> name</i>	<i>Select if the contributor is public, private or a designated public body <u>i.e.</u> Automatic Public.</i>	<i>Type the amount</i>
		<i>Automatically calculated</i>
Total contribution		
<p><i>The system will automatically calculate the total partner contributions and indicate any difference in red. It will also notify the applicant if the amounts do not match.</i></p> <p><i>In case the partner's budget is changed after the co-financing section of the Application form has been filled in, the partner contributions need to be updated! The error will not trigger a warning after the change in this section, but the pre-submission checks will indicate that the contribution needs to be corrected.</i></p>		

B.1 What is state aid?

“any aid granted by a Member State or through State resources in any form whatsoever which distorts or threatens to distort competition by favouring certain undertakings or the production of certain goods”

EU Treaty, Article 107

B.1 State aid assessment

Questions to ask:

- Is the project partner an undertaking?
- Are the project activities identified as being economic?
- Is there a selective advantage involved in supporting the project activities identified as being economic?

If answer to all questions is YES = the support from the NPA programme is likely to constitute State Aid

B.1 State Aid can occur at 2 levels

- In relation to project partners; one or more partner might be an undertaking (direct State Aid)
- In relation to end users; e.g. support is provided by the project to end beneficiaries, such as training, business support etc. (indirect State Aid)

B.1 State Aid self-check

- Project partners are asked to perform a State Aid criteria self-check in the application form
- If the result of the self-check indicates there is a risk of state aid:
 - State aid relevant activities should be identified
 - The JS/MA will investigate whether de minimis support can be granted or if the support is compatible with General Block Exemption Regulation Article 20 or 20a?
 - If yes, the project can be supported
 - If no, the project can not be supported by the NPA OR the state aid relevant activities need to be removed.

B.1 Conclusions State Aid assessment

- No State Aid relevant activities = no further action
- The support is regarded as State Aid = granted under any of the exemption regulations, if applicable:
 - General Block Exemption Regulation, Article 20
 - General Block Exemption Regulation, Article 20a
 - De Minimis
- For further guidance;
 - NPA Programme Manual, section 2.9