

# **South Baltic**



INNOVATIVE

**SUSTAINABLE** 

**ATTRACTIVE** 

**ACTIVE** 

**Interreg South Baltic Programme 2021–2027** 

Checklist to avoid common mistakes in submission of the application

4<sup>th</sup> call for proposals, 2<sup>nd</sup> Small-scale call for proposals

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Check if your application is well prepared technically! Here's the checklist to help you. Choose the one relevant for the Measure you're applying to!

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#### **Measure 1.1**

### **Eligibility points:**

- ✓ All Project Partners possess the financial capability necessary for project implementation.
- The Lead Partner is eligible according to Programme rules (Programme Manual, chapter 3.3), as are other Project partners (Programme Manual, chapter 3.4).
- SMEs fulfil the requirement of the definition of a micro-, small- and medium-sized enterprise.
- ✓ SMEs have been operating in the market for a minimum of three years.

#### Admissibility points:

- Project contributes to the obligatory output indicator RCO116 Jointly developed solutions with at least 1 solution, and consequently to result indicator RCR104 Solutions taken up or upscaled by organizations.
- Project contributes to output indicator:

RCO04 -Enterprises with non-financial support

OR / AND

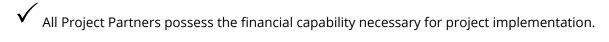
RCO14 – Public institutions supported to develop digital services, products and processes and as a result, and

RCR11 –Users of new and upgraded public digital services, products, and processes

- The attachments are submitted in the system, especially the SAF is attached as an excel file with all tabs.
- ✓ The relevant call for proposals was chosen in WOD.
- ✓ The project's total budget does not exceed 5 million EUR (recommended total budget is between 1 2 million EUR).
- The Application Form attached is submitted in the electronic system WOD2021 (CST2021) within the set deadline. It is recommended to check the correctness at **least the day before the application deadline** (CHECK THE CORRECTNESS OF THE APPLICATION FORM button can be used).

# Measures 2.1, 2.2, 3.1

## **Eligibility points:**



- The Lead Partner is eligible according to Programme rules (Programme Manual, chapter 3.3), as are other Project partners (Programme Manual, chapter 3.4).
- SMEs fulfil the requirement of the definition of a micro-, small- and medium-sized enterprise.
- ✓ SMEs have been operating in the market for a minimum of three years.

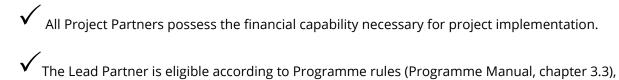
### **Admissibility points:**

- Project contributes to the obligatory output indicator RCO116 Jointly developed solutions with at least 2 solutions, and consequently to result indicator RCR104 Solutions taken up or upscaled by organizations.
- The attachments are submitted in the system, especially the SAF is attached as an excel file with all tabs.
- The relevant call for proposals was chosen in WOD.
- ✓ The project's total budget does not exceed 5 million EUR (recommended total budget is between 1 2 million EUR).
- The Application Form attached is submitted in the electronic system WOD2021 (CST2021) within the set deadline. It is recommended to check the correctness **least the day before the application deadline** (CHECK THE CORRECTNESS OF THE APPLICATION FORM button can be used).



### Measure 4.1

#### **Eligibility points:**



- SMEs fulfil the requirement of the definition of a micro-, small- and medium-sized enterprise.
- ✓ SMEs have been operating in the market for a minimum of three years.

as are other Project partners Programme Manual, chapter 3.4.

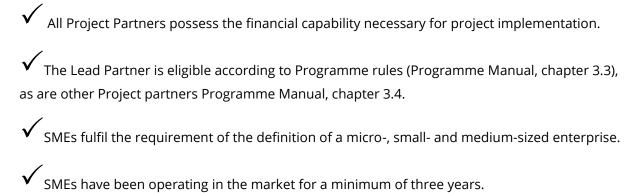
### Admissibility points:

- At least 1/3 of the project partners are newcomers to the Programme.
- The attachments are submitted in the system, especially the SAF is attached as an excel file with all tabs. Please note that there is a different SAF template for regular and Small-scale call for proposals, pay attention to pick the correct document up.
- The relevant call for proposals was chosen. Please note that 2 calls for proposals under the Measure 4.1 have been announced, pay attention to pick the correct option up.
- ✓ The project's total budget does not exceed 5 million EUR (recommended total budget is between 1 2 million EUR).
- The Application Form attached is submitted in the electronic system WOD2021 (CST2021) within the set deadline. It is recommended to check the correctness **least the day before the application deadline** (CHECK THE CORRECTNESS OF THE APPLICATION FORM button can be used).

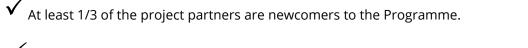


### Measure 4.1 - Small-scale

## **Eligibility points:**



## **Admissibility points:**



- The attachments are submitted in the system, especially the SAF is attached as an excel file with all tabs. Please note that there is a different SAF template for regular and Small-scale call for proposals, pay attention to pick the correct document up.
- The relevant call for proposals was chosen. Please note that 2 calls for proposals under the Measure 4.1 have been announced, pay attention to pick the correct option up.
- ✓ The project's total budget does not exceed 200 000,00 EUR.
- The Application Form attached is submitted in the electronic system WOD2021 (CST2021) within the set deadline. It is recommended to check the correctness **least the day before the application deadline** (CHECK THE CORRECTNESS OF THE APPLICATION FORM button can be used).