

Overview of changes to the Programme Manual V.9

Location of change	Introduced changes	Justification of changes
The Programme Manual: page 58, Chapter IV, Section 1 General rules of eligibility	A sentence has been added to eligible expenditure conditions' list: "It is related to the activity that has already been finalised either in the given reporting period or in justified cases earlier."	Costs reported in the given payment claim should refer to activities that were completed not that are planned (ex. tickets for travels that will happen in the next reporting period).
Programme Manual: page 80, chapter IV, section 7.2 Conflict of interest and anti-corruption	Editorial changes in the text.	Technical correction.
Programme Manual: page 86, chapter IV, section 9.5 Assessment of State aid in the project	The sentence has been added: "The experts will analyze the information presented by each project partner in the state aid self-assessment test (part of the Supplementary Application Form) taking into account the project content"	As the state aid self - assessment test has been added to Supplementary Application Form, it has been explained how it is going to be used during the assessment process.
The Programme Manual: page 94, Chapter V, Section 4.2	A sentence has been added to Table 2 Supporting documents for the open call for proposals: "Documents proving the partner's financial, organisational, and/or management capabilities may also be attached to the Application Form by the applicant at the time of project submission."	According to the improvement agreed upon with the MC Members, and to help the Beneficiary document their capacities.
The Programme Manual: page 96, Chapter V, Section 6.1	The sentence regarding sending the results of the assessment has been changed to: "The consolidated assessment of each Application Form, or the outcome of the Admissibility & eligibility checks in case of project rejection on Admissibility & eligibility checks, is sent to the lead partner."	Technical correction in line with the existing practice.
The Programme Manual: page 97, Chapter VI, Section 1.1	The notification regarding the method of performing clarifications has been adjusted: "The request for clarifications is sent to the LP via email by the JS whereas the clarification process is carried out through the CST system and changes to the Application Form resulting from clarifications shall be introduced in the system by the lead partner."	Technical correction in line with the existing practice.
The Programme Manual: page 103, Chapter VI, Section 3.1 Communication obligations for project partners	The following text has been added: " Examples of remedial actions Examples of remedial actions that can be taken by partners, if they do not comply with the communication obligations: a) hanging a poster if it is missing,	To give examples of remedial actions that can be taken by partners, if they do not comply with the communication obligations.

	<p>b) adding/supplementing information about the project on the website if the information is missing or incomplete,</p> <p>c) adding/supplementing the Programme logo on the website containing the press article about the project if it was missing at the time of the first publication,</p> <p>d) editing or publishing new posts on social media if the Programme logo/information about the Programme funding is missing,</p> <p>e) adding the Programme logo to paper documents, e.g., by replacing pages or applying a sticker,</p> <p>f) repositioning and redesigning billboards if they are not placed in a visible place or the Programme logo is not sufficiently visible,</p> <p>g) organizing a new event if the first one did not ensure EU/Programme visibility, or sending an email reminder to participants about the Programme's support for the event."</p>	
The Programme Manual: page 110, Chapter VI, Section 4.5	<p>In the sentence: "Change in the partnership related to the withdrawal or inclusion of the already associated partners, after signing an amendment to the Subsidy Contract."</p> <p>The part: "after signing an amendment to the Subsidy Contract" was deleted.</p>	Change was done as before it could imply that Annex is needed when changing APs.
Annexes Programme Manual: page 30, Annex 6, Section, 1 Admissibility and eligibility check	<p>The eligibility criterion "All project partners are eligible organisations" has been changed to:</p> <p>"There is no more than one ineligible project partner in the partnership".</p>	To make it possible to proceed to quality and state aid assessment with a project that includes one ineligible project partner and potentially have such project approved by the MC with a condition.
Annexes Programme Manual: page 31, Annex 6, Section, 1 Admissibility and eligibility check	<p>Sentence: "For project partners that are private entities, data on financial capacities is requested to be provided in the Application Form." has been changed to:</p> <p>"For project partners that are private entities, data on financial capacities is requested to be provided in the Supplementary Application Form."</p>	To clarify which document contains the data in question, correction of a grammar error.
Annexes Programme Manual: page 32 Annex 6, Section, 1 Admissibility and eligibility check	<p>The provision stating that the application could be corrected only once for the admissibility check has been revised to: "Each applicant can correct and supplement their application once during the admissibility check and once during the eligibility check." A clarification has been added at the end of the sentence: "if requested by the JS."</p> <p>The deadline for submitting corrected application has been changed from "within 10 days" to "no less than 5 working days".</p>	<p>To open possibility for clarifications on both admissibility and eligibility phase of assessment.</p> <p>To specify the deadline in a way that ensures the assessment can be completed within the given timeframe.</p>
Annexes Programme Manual: page 33,	Example of inconsistencies of excluding nature has been changed from "ineligibility of a project	To make it possible to proceed to quality and state aid assessment

Annex 6, Section, 1 Admissibility and eligibility check	partner” to “ineligibility of the lead partner or more than one project partner”.	with a project that includes one ineligible project partner and potentially have such project approved by the MC with a condition.
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