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South Baltic



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Interreg South Baltic Programme 2021–2027
**Checklist to avoid common mistakes in
submission of the application**

4th Small-scale call for proposals

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Check if your application is well prepared technically! Here's the checklist to help you.

Measure 4.1 – Small-scale call for proposals

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 III.3.3.3), as are other Project partners Programme Manual, chapter III.3.3.4.
- ✓ 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.
- ✓ In case of doubts regarding the legal status or the financial, organizational, or administrative capacities, the respective Contact Point has been contacted.
- ✓ Project contributes to the obligatory indicator: RCO87 – Organisations cooperating accross borders, and consequently to result indicator RCR84 - Organisations cooperating across borders after project completion
- ✓ Project falls into one of the two areas of focus defined for Programme Measure 4.1 in the 4th SSP call for proposals, described in the Announcement:
 - Targeting common challenges of Measure 4.1,
 - Capitalization of the outputs and other outcomes of ISBP 2021 – 2027 projects that have been completed or are at an advanced stage of implementation.
- ✓ The project duration is up to 18 months (as for small-scale projects).

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).