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Latvia – Lithuania

Requirements for development of application under priority II “Green, resilient and sustainable development”

Thematic workshop for potential applicants

26 January 2023, Klaipėda

2 February 2023, Daugavpils

Programme and project intervention logic

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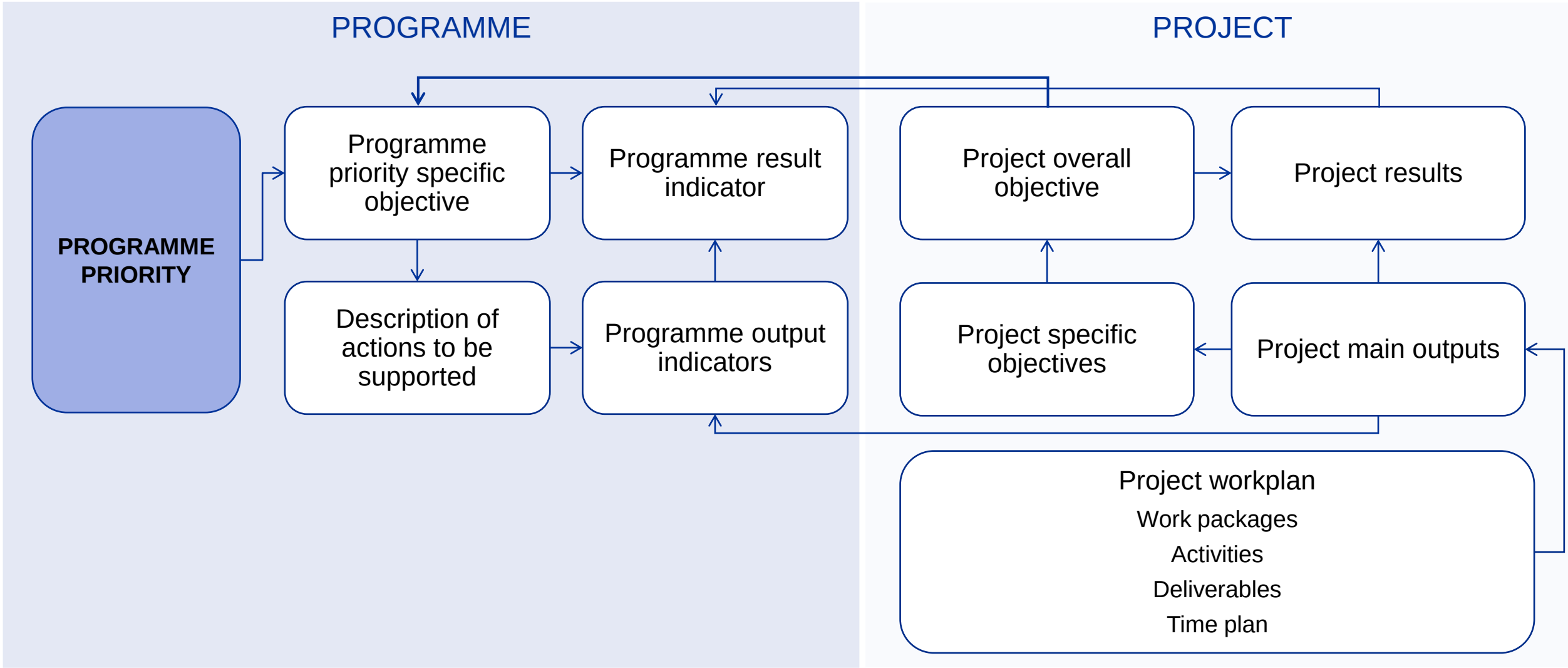

Priority II

Programme and project intervention logic

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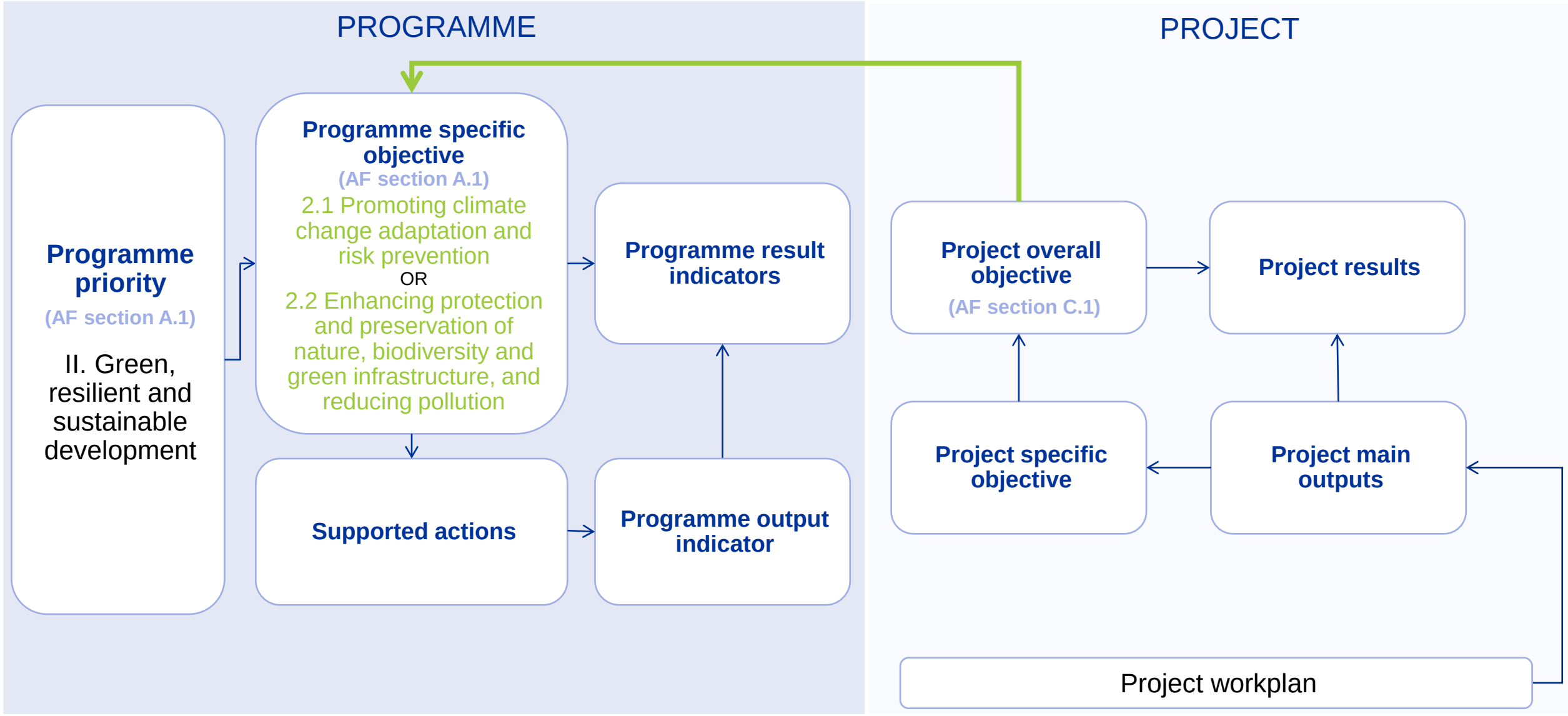

Priority II
Project overall objective

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- provides **overall context** for what the project is trying to achieve
  - indicates change
- linked to **programme priority/specific objective**

Priority II

Project overall objective (2)

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Example S.O. 2.1
(correct/incorrect?):

Example1

✓ To improve cooperation of emergency services for iincreasing of the resilience to floods and forest fires in Zemgala, Telsiai and Panevezys regions.

Example 2

⛔ To contribute to the objectives of Latvia-Lithuania Programme and introduce eco-system based joint management solutions for natural sites for resilience to CC and disaster prevention in cross-border region.

Example S.O. 2.2
(correct/incorrect?):

Example 3

✓ To reduce agricultural pollution of the water bodies in the transboundary catchment of the Lielupe and Venta.

Example 4

⛔ To raise awareness of general public about importance of nature-protection in *Natura 2000* habitats in Latgala and Utena regions.

Priority II

Programme and project intervention logic

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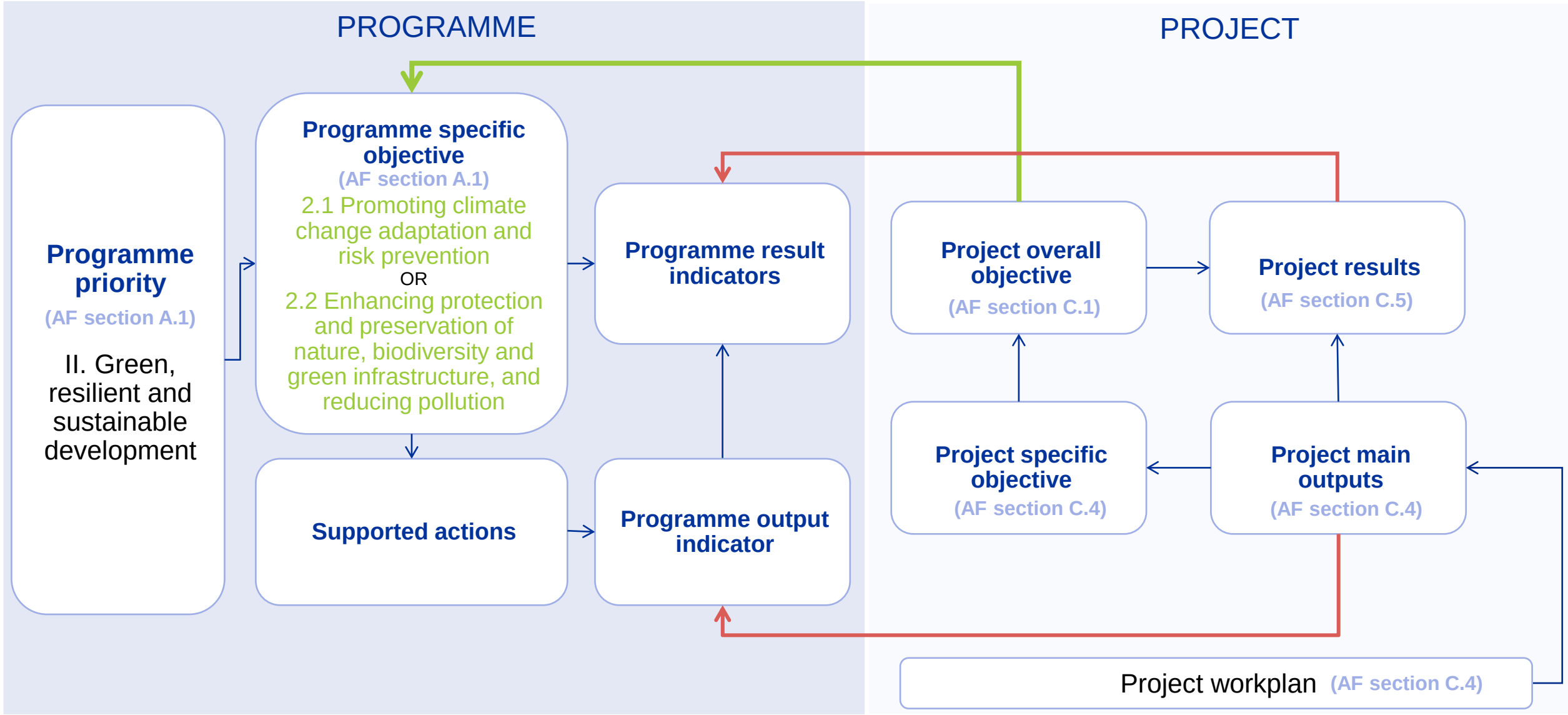

Priority II
Project outputs and results

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Programme Manual Annex I.

Output indicators:

- **Organisations cooperating across borders**
  - **Mandatory**

- **Pilot actions developed jointly and implemented in projects**
- **Jointly developed solutions**

- Target value =
  = number of project partners
  = number of pilot actions
  = number of developed solutions
- No duplication of outputs in WPs
- Target value ≠ 0

Result indicators:

- **Organisations cooperating across borders after project completion**
  - **Mandatory**

- **Solutions taken up or upscaled by organisations**

- Cooperation must continue at least for one year after project
  - cooperation agreement
- Report one year after the project

Priority II
Project outputs and results

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Output indicators: (AF section C.4)

- **Organisations cooperating across borders**
  - Mandatory
- Target – 4 organisations

- **Pilot actions developed jointly and implemented in projects**
- Target – 2 pilot actions

- **Jointly developed solutions**
- Target – 1 solution

Result indicators: (AF section C.5)

- **Organisations cooperating across borders after project completion**
  - Mandatory
- Baseline – 0 organisations
- Target – 4 organisations

- **Solutions taken up or upscaled by organisations**
- Baseline – 0 solutions
- Target – 3 solutions

Structure of work package

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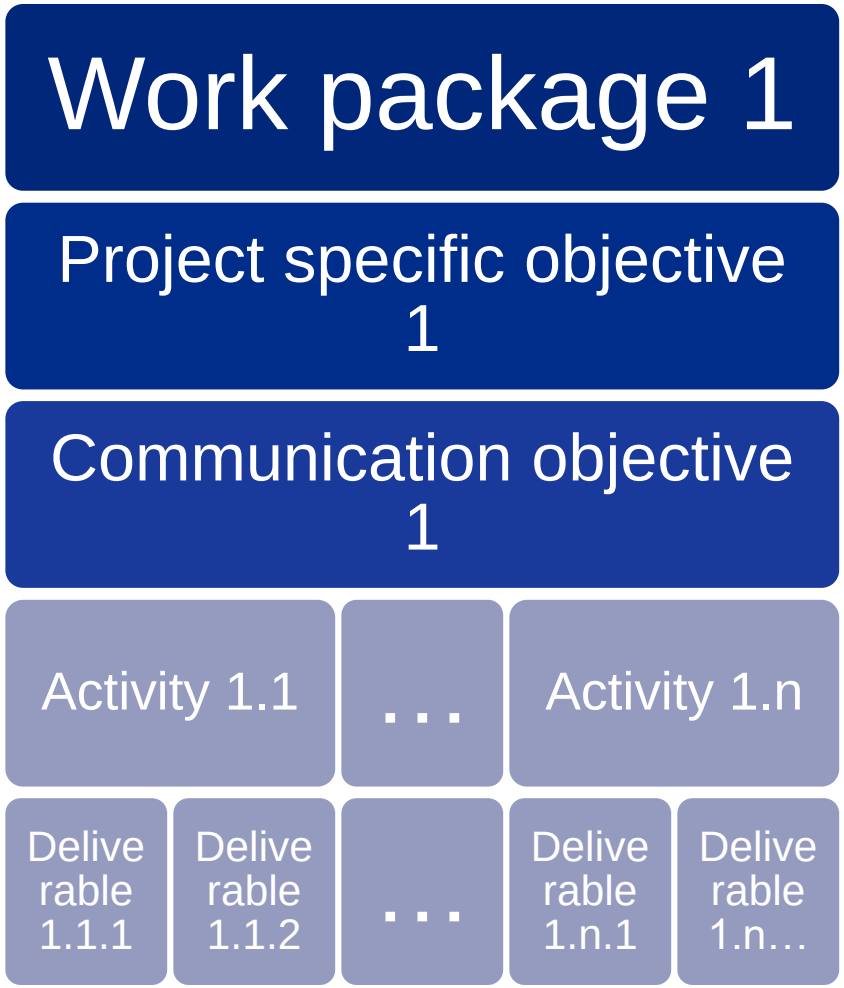

- Two-three WPs per project
  - One WP per specific objective
- No specialised WPs
  - (e.g. management, investment, communication, etc.)
- No communication objective in the WP if there are no communication activities
  - At least one communication objective per project
- At least one deliverable per each activity

Priority II
Project specific objective

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- **a tangible statement** describing what the project is trying to achieve.
  - 2-3 per project
  - all specific objective contribute to project overall objective

Priority II

Project specific objective (2)

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a tangible statement describing what the project is trying to achieve.

Example S.O. 2.1
(correct/incorrect?):

Example 1
To restore hydrological regime of X and Y wetlands for increasing of the resilience to the floods.

Example 2
To develop ecosystem-based flood management pilot solutions in Zemgala and Utena regions.

Example S.O. 2.2
(correct/incorrect?):

Example 3
To encourage applying of the environment-friendly agricultural practices in the Venta and Lielupe catchments.

Example 4
To raise capacities of nature-protection institutions in management of *Natura 2000* habitats in Latgala and Utena regions.

Priority II
Project communication objective

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Communication objectives aim to change target audience's

It must contribute to the achievement of the project specific objective

Involve communication specialist into project planning!

Why important to your project?

- Educational and awareness raising
  - supported activities of both S.O.s
- Awareness raising is recommended
  - specific rules of both S.O.s

Priority II
Types of communication objectives.
Example

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Project specific objective	Types of **communication objectives**		
	Belief objective	Knowledge objective	Behaviour objective
To encourage applying of the environment-friendly agricultural practices in the Venta and Lielupe catchments	Farmers from the Venta and Lielupe catchments will believe that crop-rotation schemes can reduce agricultural pollution and be economically beneficial.	Farmers from the Venta and Lielupe catchment will know how to choose the optimal crop-rotation schemes.	Farmers from the Venta and the Lielupe catchment will choose to grow crops that reduce agricultural pollution.

Activities and deliverables in JEMS

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Activity is a specific task performed for which resources are used and that result in a development of deliverable.

In JEMS:

Activity number	Automatically generated
Title	Max 200 characters
Start period	Drop-down
End period	Drop-down
Description	• General description of activity – what in general will be done. • Without detailed information on responsible partners, number of participants, places, etc. Max 1000 characters
Partner(s) involved	Drop-down – select **all partners involved**, not only paying PPs.

5 W+H:
→ Who?
→ What?
→ When?
→ Where?
→ Why?
→ How?

Activities and deliverables in JEMS

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Deliverable is a product or service of the project that contributes to the development of a project's main output

In JEMS:

Deliverable number	**Automatically generated**
Deliverable title	Tangible service or product Max 100 characters
Description	• What, where, how many participants, who will do, why, when? how many products or services will be delivered. • ~ 20-30 words, thus some important information can be provided in description. • In JEMS there is no target value field for deliverable. To be provided within description! Max 300 characters
Delivery period	Drop-down

Each activity must have at least one deliverable.

5 W+H:
→ Who?
→ What?
→ When?
→ Where?
→ Why?
→ How?

To consider
Elaboration of documents

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Specific rules

For S.O. 2.1 & 2.2:

- If documents are developed
  - **justify the need**, explain how the LP/PPs or direct stakeholders will use it during or after the project,
  - submit **letter of support** from stakeholders or responsible authorities.
- If stakeholders directly using project results are not involved in the project:
  - provide information how the direct stakeholders will use the results during/after the project,
  - submit **letter of support** from the stakeholders on the use of the results (recommended).

For S.O. 2.2:

- If development or update of management plans for sites, species and habitats is planned, the **enforcement of plans must be ensured within the project lifetime**.

Example of deliverable

Elaboration of documents

Interreg Latvia – Lithuania

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Deliverable title	**Developed and endorsed action plan**
Description	Action plan will be developed by LP in cooperation with PP2 and PP3. *Indicate: Scope/content/ purpose of Action plan? Who are end users? Endorsement or inclusion in planning documents? Reference to the legal acts if there are any official requirements set-up for this type of document.*
Delivery period	Drop-down

CC4 External expertise and services

Description	Comments	Investment	Unit type	No. of units	Price per unit	Total	Breakdown by periods
Development of Action plan	Preliminary content, planed (*indicate works, field trips, surveys, study of documentation, etc., aprox. volume*)	No	N/A	1	10000	10000	5000 / 5000 / 0 / 0

To consider

Practical nature management actions, infrastructure, etc.

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Specific rules

- Solutions and actions should be clearly justified, ready to be implemented and used during and/or after the end of the project.
  - **For s.o. 2.1:** If any climate change adaptation and risk prevention activities are planned, **permits or support letters** from responsible nature management institutions shall be provided.
  - **For s.o. 2.2:** If any nature management activities are planned, **permits or support letters** from responsible nature management institutions must be provided.
- **For s.o. 2.1**:

  Projects implementing flood prevention measures and afforestation, as well as activities implemented in specially protected nature territories are **subject to initial environmental impact assessment or technical documentation**.

Example of deliverable

Practical nature management actions

Interreg Latvia – Lithuania

Co-funded by the European Union

Deliverable title	**Nature management works in wetland X**
Description	According to the nature management plan, bushes and overgrown vegetation must be removed from the wetland X (3 ha) at least two years in a row (twice per project). This can be done only manually. PP3 will receive nature use permits.
Delivery period	Drop-down

CC4 External expertise and services

Description	Comments	Investment	Unit type	No. of units	Price per unit	Total	Breakdown by periods
Nature management	Manual cutting and removing of bushes and overgrown vegetation at least twice per project. ~3 ha	No	N/A	1	x	x	x / 0 / x / 0

To consider

Equipment & infrastructure

Interreg Latvia – Lithuania

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Specific rules for Priority II

- Investments in equipment (CC5) and infrastructure (CC6) eligible only if
  - complement soft and cooperation activities and
  - are essential.

Mandatory publicity requirements

- Durable plaques or billboards if investment is >100 000 EUR.
- Marking with stickers is recommended

Plan:

- ✓ activities/deliverables
- ✓ resources

Example of deliverable

Infrastructure

Interreg Latvia – Lithuania

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Deliverable title	**Construction of wildlife overpass**
Description	To reduce the number of accidents on the road, an animal overpass will be built on road B456. The technical documentation attached to the application.The overpass will be 20m long, 5m wide. Responsible partners: LP.
Delivery period	Drop-down

CC6 Infrastructure

Description	Comments	Investment	Unit type	No. of units	Price per unit	Total	Breakdown by periods
Animal overpass	The technical project in the attachment [file title]	No	N/A	1	50 000	50 000	0/ 25000 / 25000 / 0

Example of deliverable

Equipment (1)

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Deliverable title	**Purchased grass cutter**
Description	One grass cutter will be purchased by LP in order to maintain the hilly and rocky territory along the walking trail in the national park clean and attractive. Grass cutter main functionalities: grass and bushes cutting, ….
Delivery period	Drop-down

CC5 Equipment

Description	Comments	Investment	Unit type	No. of units	Price per unit	Total	Breakdown by periods
Grass cutter	Remote control, power at least 2000 W, max slope degree 30 and supplementary materials OR *for specific equipment commercial offer should be attached*	No	N/A	1	2 000	2 000	0 / 2000 / 0 / 0

Example of deliverable

Equipment (2)

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Deliverable title	**Purchased equipment for exposition**
Description	LP will purchase and install equipment for exposition on eutrophication of water bodies. The exposition will consist of... , furniture … . Interactive screens will be used for videos, digital games, etc. on the life cycle of water bodies. Specification of equipment is attached.
Delivery period	Drop-down

CC5 Equipment

Description	Comments	Investment	Unit type	No. of units	Price per unit	Total	Breakdown by periods
Equipment for exposition	Specification of equipment in the attachment [file title]	No	N/A	1	40 000	40 000	20 000 / 20 000 / 0 / 0

To consider
ICT products

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Need

- Why needed?
- Nothing similar?
- How it is different?

Durability

- Who will maintain and update?

Security

- Pay attention

Promotion

- Who?
- Where?
- How much it will cost?

Specific rules for Priority II

- **Approval from relevant authorities** must be submitted with the application, if required by national regulation.
  - **In Latvia**: Cabinet of Ministers Regulation No. 597 of 31 August 2021 “Procedures for Supervising Development Projects for State Information Systems”.

- Creation of project websites is not eligible!

Example of deliverable

Events (1)

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Deliverable title	**Organised trainings for emergency services volunteers** Max 100 characters
Description	One-day practical trainings (8 sessions) will be organized for volunteers in Kurzeme and Telsiai regions to give theoretical knowledge and practice on the actions in case of natural disaster. In each training up to 30 participants are planned. Responsible partners: LP and PP2. Max 300 characters
Delivery period	Drop-down

Displaying the Programme logo or the EU flag at events is mandatory

TIP

Plan producing roll-up banner, flag, etc. to use in events

Example of deliverable

Events (2)

Interreg Latvia – Lithuania

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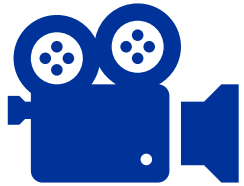
Deliverable title	**Organized international experience exchange seminar on recultivation of peatlands**
Description	International seminar for practitioners in Radviliskis. Stakeholders from EU (at least 4 countries). Results of discussions will be a part of methodology planned under D.2.3.1. Two-days event with a field-trip, up to 40 participants. Responsible: LP, PP2.
Delivery period	Drop-down

CC4 External expertise and services

Description	Comments	Investment	Unit type	No. of units	Price per unit	Total	Breakdown by periods
Experience exchange conference	Rent of premises (~1000 EUR), catering (~2000 EUR), moderator (~500 EUR), translation services (~500 EUR). 40 participants	No	N/A	1	4 000	4 000	4 000 / 0 / 0 / 0

To consider
Videos



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Aim?

- Promotion of created product
- Instruction how behave
- …

Target group

- Age
- Occupation
- Region
- …

Duration

- Short !

Language

- Target group?
- Subtitles?

Use & distribution channel

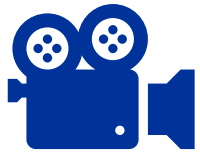
- In events?
- Broadcasted?
- On internet?
- Social media?
- …

Publicity requirements

- What is applicable in your case?

Example of deliverable

Videos



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Deliverable title	**Educational videos for volunteers of emergency services**
Description	Four ~2,5 min. videos instructing how to react in the natural disasters related emergency situations. In LT and LV, ENG subtitles. Videos will be used in trainings (D1.3.3) and will be freely available on www.latlit.eu and websites of LP and each PP. External production services.
Delivery period	Drop-down

To consider

Promotional materials

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- The Programme has a strict approach to promotional materials (e.g., **gadgets, giveaways, souvenirs** and similar)

  Only promotional material specifically required for reaching one of the target groups and objectives may be produced by projects.

- Communication materials such as **leaflets, brochures, booklets,** etc. could be planned if their need and value for target group is justified

  Main aspects:

  - Content, target group, volume, quantity, language, promotion, where and how will it be disseminated

- Costs linked to **awards** and **prizes** granted or given at competitions organised by the LP/PPs <u>are not eligible</u>

To consider
Publicity

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Mandatory publicity activities / deliverables

PM section 6.2

- Table 10

Plan activities/deliverables and resources

Example of deliverables
Publicity

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Deliverable title	**Developed and updated project profile on www.latlit.eu**
	Developed and at least once per reporting period updated project profile on www.latlit.eu by the LP.

Mandatory to every project

Deliverable title	**Informative posters at premisses of LP, PP2, PP3 and … (etc.)**
	The informative poster (not lesser than A3 size) or electronic displays will be displayed at the premisses of LP and each PP at the places visible to the public at the start of the project. Will be maintained and/or information will be updated during the project.

Mandatory to every project

Deliverable title	**Project information on official websites of LP, PP2, PP3 and … (etc.)**
	LP and each PP will create project information section on their official websites at the start of the project. It will be regularly maintained and by the end of the project all project results will be uploaded there. Will remain active after the project ends.

Deliverable title	**Durable plaque in the place of investment** **Mandatory if the investments are more than 100 000 EUR.**
Description	The durable plaque will be installed as soon as the investment starts. It will be maintained for at least for five years after the final payment to the project. *(Also possible - after the equipment is installed)*

Budget planning

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CC4

- Plan costs of travels for target group
- Plan costs for communication elements
- Plan costs for technical /author supervision of (re)constructions
- In comments to organization of events specify what is included
- Costs for websites, applications? – breakdown of costs or commercial offer

CC4 -The breakdown of costs:
Lecturers cost (600,00 EUR),
Catering costs (3 times/per day for 50 persons - 1450,00 EUR), Sound equipment rental cost (250,00 EUR).
Total: 2300,00 Eur.

Compare workplan and budget

Budget planning

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CC5

- Plan equipment that exists on the market and possible to buy
- In comments to planned costs specify main functionalities of equipment, if necessary, provided technical specification in attachments
- Purchase of equipment with installation shall be planned under CC5 if installation does not require technical documentation

CC5
Commercial offers are attached.
1 grass cutter, 1 boat

Compare workplan and budget

Infrastructure

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CC6

Main aspects:

- Cross-border cooperation aspect
- Available necessary technical documentation
- To complement soft and cooperation activities
- Object shall be complete and ready to use

CC6 example comment:
According to cost estimate of Reconstruction works and Technical project

Focus on cross-border cooperation

From project idea

- What cross-border problem will you solve?
- Who will be your target group?
- Will there be a demand for your results?
- Are there similar ideas already implemented?
- Is it technically possible?

To project application

How to ……

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Use logical structure:

Answer 5 W+H in your application:

- →Who?
- →What?
- →When?
- →Where?
- →Why?
- →How?

Check in PM!

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5. Application and selection procedure

- 5.1 Application requirements
  - List of the documents for application
- 5.2 Assessment of applications
  - 5.2.1 Eligibility assessment criteria
  - 5.2.2 Quality assessment criteria

Questions?

Thank you!