**DRP Expression of Interest drafting tool**

**PART A – Project identification**

**A.1 Project identification**

|  |  |  |
| --- | --- | --- |
| Project ID |  | Automatically generated according to the programme rules in their monitoring system |
|  |  |  |
| Name of lead partner organisation |  |  *Enter the name of lead partner organisation*  |
| Name of the Lead Partner organisation (in English) |  | *Enter the name of lead partner organisation in English* |
|  |  |  |
| Project title |  | Project acronym |
| *Enter title here* |  | *Enter acronym here* |
|  |  |  |
| Policy Objective |  | Programme priority Specific Objective |
| Select from drop-down |  | *Select from drop-down of objectives the one the project contributes to (links to Part C)*  |
|  |  |  |
| Project duration (nr. of months) |  | *Enter* |

**A.2 Project summary**

|  |
| --- |
|  |
| *In English language [2000 characters]**Describe the followings:** *the common challenge of the programme area you are jointly tackling in your project;*
* *the overall objective of the project and the expected change your project will make to the current situation;*
* *the main outputs you will produce and those who will benefit from them;*
* *the approach you plan to take and why a transnational approach is needed;*
* *what is new/original about the project.*
 |

**A.3 Project budget overview (automaticaly generated)**

|  |  |  |  |
| --- | --- | --- | --- |
| Programme funding |  | Contribution | Total project Budget |
| Founding source  | Founding amount | Co.financing rate (%) | State contribution | Public contribution | Total public contribution | Private contribution | Total contribution |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

**A.4 Project outputs and result overview (automatic generated)**

Purpose and logic:

* This is an overview table based on data from outputs and results tables in the work plan.

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Programme output indicator | Aggregated value per Programme output indicator | Measurement unit | Output | Output title | Output target value | Programme result indicator | Baseline | Result indicator target value | Measurement unit |
| Automatic | Automatic | Automatic | Automatic | Automatic | Automatic | Automatic | Automatic  | Automatic | Automatic |

**B - Project partners**

Partners overview

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Number | Status | Name of the organisation in English | Country | Organisation abbreviation | Partner role | Associated Strategic Partner | Partner total eligible budget |
| *Automatically filled in* | *Automatically filled in* | *Automatically filled in* | *Automatically filled in* | *Automatically filled in* | *Automatically filled in* | *Automatically filled in* | *Automatically filled in* |
| *Automatically filled in* | *Automatically filled in* | *Automatically filled in* | *Automatically filled in* | *Automatically filled in* | *Automatically filled in* | *Automatically filled in* | *Automatically filled in* |
| *Automatically filled in* | *Automatically filled in* | *Automatically filled in* | *Automatically filled in* | *Automatically filled in* | *Automatically filled in* | *Automatically filled in* | *Automatically filled in* |
| *Automatically filled in* | *Automatically filled in* | *Automatically filled in* | *Automatically filled in* | *Automatically filled in* | *Automatically filled in* | *Automatically filled in* | *Automatically filled in* |
|  |  |  |  |  |  |  |  |

B.1 Lead partner

 Partner number

|  |  |  |
| --- | --- | --- |
| Partner role |  | *Lead Partner or Project Partner*  |
| Abbreviated name of organisation |  | *Enter here* |
| Name of the organisation in original language |  | *Enter here* |
| Name of the organisation in English |  | *If existing, using the official translation* |
| Department /unit / division |  | *If applicable, enter here* |
|  |  |  |

 Legal and financial information

|  |  |  |
| --- | --- | --- |
| Type of partner |  | *Drop-down list* |
| Legal status |  | *Drop-down list* |
| VAT number |  | *Enter here* |
| Is your organisation entitled to recover VAT based on national legislation for the activities implemented in the project?\* |  | *Drop-down list: yes/no/partly*  |

B.1.2 Partner main address

*Information about NUTS codes and how to identify your region:*[*https://ec.europa.eu/eurostat/web/nuts/background*](https://ec.europa.eu/eurostat/web/nuts/background)

|  |  |  |
| --- | --- | --- |
| Country\* (Nuts 0) |  | *Drop-down* |
|  |  |  |
| Region (Nuts 2) |  | Nuts 3 |
| Drop-down |  | *Drop-down* |
|  |  |  |
| Street\* |  | House number\* |
|  |  |  |
|  |  |  |
| Postal code\* |  | City\* |
|  |  |  |
|  |  |  |
| Homepage |  |  |

Address of department / unit / division (if applicable)

|  |  |  |
| --- | --- | --- |
| Country\* (Nuts 0) |  | *Drop-down* |
|  |  |  |
| Region (Nuts 2) |  | Nuts 3 |
| Drop-down |  | *Drop-down* |
|  |  |  |
| Street\* |  | House number\* |
|  |  |  |
|  |  |  |
| Postal code\* |  | City\* |
|  |  |  |
|  |  |  |

B.1.4 Legal representative

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Title |  | First name\* |  | Last name\* |
| *Drop-down list (for example: Mr, Mrs, Dr, etc.)* |  | *Enter here* |  | *Enter here* |

B.1.5 Contact person

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Title |  | First name\* |  | Last name\* |
| *Drop-down list: Mr, Mrs, Dr, etc.* |  | *Enter here* |  | *Enter here* |

|  |  |  |
| --- | --- | --- |
| E-mail address\* |  | Telephone\* |
| *Enter here* |  | *Enter here* |

***Please note. Partner Budget and Co-financing tables are not included in this Word format.***

 Associated Strategic Partner

|  |  |  |
| --- | --- | --- |
| Associated Strategic Partner number |  | *Automatically generated by the system* |
| Name of organisation in original language |  | *Enter here*  |
| Name of organisation in English |  | *If existing, using the official translation* |

|  |  |  |
| --- | --- | --- |
| Abbreviated name of organisation |  | *Enter here* |

|  |  |  |
| --- | --- | --- |
| Country (Nuts 0) |  | *Drop-down* |
|  |  |  |
| Region (Nuts 2) |  | Nuts 3 |
| Drop-down |  | *Drop-down* |
|  |  |  |
| Street |  | House number |
|  |  |  |
|  |  |  |
| Postal code |  | City |
|  |  |  |

Legal representative

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Title |  | First name |  | Last name |
| *Drop-down list: Mr, Mrs, Dr, etc.* |  | *Enter here* |  | *Enter here* |

Contact person

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Title |  | First name |  | Last name |
| *Drop-down list: Mr, Mrs, Dr, etc.* |  | *Enter here* |  | *Enter here* |

|  |  |  |
| --- | --- | --- |
| E-mail address |  | Telephone |
| *Enter here* |  | *Enter here* |

|  |
| --- |
| Amount sponsored with and sponsoring partner |
| *Enter here* |

|  |
| --- |
| Please describe the role of the associated strategic partner in the project.  |
| *Enter text here* |

**PART C – Project description**

C1. Project overall objective

Programme priority specific objective

|  |
| --- |
| automatically filled in |

Project Main Objective

Now think about your main objective – what do you aim to achieve by the end of your project? Remember your project needs to contribute to the programme’s objective.

Your objective should:

* be realistic and achievable by the end of the project, or shortly after;
* specify who needs project results and in which territory;
* be measurable – indicate the change you are aiming for.

*Enter text here*

C.2 Project relevance and context

|  |
| --- |
| C.2.1 What are the common territorial needs and challenge(s) that will be tackled by the project?Please describe the common needs and challenges of the addressed territory and in relation to the project topic. |
| *Enter text here* |
|  |
|  |
| C.2.3 Why is transnational cooperation needed to address the identified needs and challenges?Please explain why the project objectives cannot be efficiently reached acting only on a national/regional/local level and describe what benefits the project partners/target groups/ project area/DRP programme area gain in taking a transnational approach. |
| *Enter text here* |
|  |

C.2.4 Who will benefit from your project outputs?

In the first column of each row, please select one of the pre-defined target groups from the drop-down list. In the second column explain in more detail exactly who will benefit from your project. For example, if you choose the category *education*, you need to explain which specific schools or groups of schools and in which territory are targeted.

|  |  |
| --- | --- |
| Target group  | Specification  |
| *Select from drop-down* | *Enter text* |
| *Select from drop-down* | *Enter text* |
| *Select from drop-down* | *Enter text* |

C.3 Project partnership

|  |
| --- |
| Describe the structure of your partnership and explain why these partners are needed to implement the project and to achieve project objectives. What is the contribution of each partner to the project? |
| *Enter text here* |

**C.4 Project work plan**

*Please introduce maximum 3 Specific Objectives.*

C.4.1 Project Specific Objective 1

|  |  |
| --- | --- |
| Specific Objective title | *Enter project specific objective title here* |

|  |  |
| --- | --- |
| Project Specific Objective 1 | *Enter project specific objective here* |
| Communication objective(s) and target audience  |  *Enter communication objective here related to this SO.* |

List of investments

|  |  |
| --- | --- |
| Investment number | *Automatically generated* |
| Investment title | *Enter text* |

|  |  |
| --- | --- |
| JustificationPlease explain why this investment is needed. | *Enter text* |
| Please clearly describe the transnational relevance of the investment | *Enter text* |

Activities

Please describe the activities by which the project achieves the above Project Specific Objective. *Please indicate also the planned budget for Activities in the first line of the description.*

Title

|  |
| --- |
| *Enter text* |

|  |  |  |
| --- | --- | --- |
| Start period |  | End period |
| *Enter here* |  | *Enter here* |

|  |
| --- |
| description |
| *Enter text here* |

Outputs

Based on the activities you need to implement to achieve this Specific Objective. Please list below the outputs that will be delivered during the project implementation.

Output title

|  |
| --- |
| *Enter text* |

Programme output indicator

|  |
| --- |
| *Choose from the drop-down list* |

|  |  |  |
| --- | --- | --- |
| Measurement unit |  | Target value |
| *Enter here* |  | *Enter here* |

Delivery period

|  |
| --- |
| *Choose from the drop-down list* |

Output description

|  |
| --- |
| *Enter here* |

….

C.4.2 Project Specific Objective 2

Repeat of the whole section C.4.1

C.4.3 Project Specific Objective 3

Repeat of the whole section C.4.1

**C.5 Project results**

What do you expect to change by the activities you plan to implement and the outputs you are going to deliver? Please take a look at the programme result indicators and select those that you will contribute to

Programme result indicator

|  |
| --- |
| *Choose from the drop-down list* |

|  |  |  |
| --- | --- | --- |
| Measurement unit |  | Target value |
| *Enter here* |  | *Enter here* |

Result description

|  |
| --- |
| *Choose from the drop-down list* |

***C.6. Please note that Project Time Plan is not included in this Word format.***

|  |
| --- |
|  |
|  |

**C.7. Project Management**

C.7.5 Cooperation criteria - Please select all cooperation criteria that apply to your project and describe how you will fulfil them. Choose at least three cooperation criteria.

|  |  |
| --- | --- |
| Cooperation criteria | Description |
| Joint Development  | [ ]  | *Mandatory* |
| Joint Implementation  | [ ]  | *Mandatory* |
| Joint Staffing | *[ ]*  |  |
| Joint Financing | [ ]  |  |

C.7.6. Horizontal principles - Please indicate which type of contribution to horizontal principles applies to the project, and justify your choice.

|  |  |  |
| --- | --- | --- |
| Horizontal principles | Type of contribution | Description of the contribution |
| Sustainable development | *Select from list:* *positive, neutral, negative effects* |  |
| EU Charter of fundamental rights, gender equality, non-discrimination | *Select from list: positive, neutral, negative effects* |  |
| Strategic Environmental Assessment (if applicable) | *Select from list: positive, neutral, negative effects* |  |

**D. Budget *(not included in this Word format)***

**E. Project Lump Sums and Unit costs *(not included in this Word format)***