

Interreg



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IPA ADRION

IPA ADRION TA Manual and Rules for implementation

9th MC meeting

Online, 8 April 2024





Technical assistance in Interreg in 2021-2027: all you need to know

Factsheet
May 2022



What is technical assistance?

Technical assistance (TA) is designed to finance the programme's management and implementation structures. For instance, it employs all programme staff; finances programme processes for administration; monitoring, evaluation, and communication activities; audit and control; activities of national contact points, if existing, etc. To summarize, TA covers all costs incurred by different programme bodies for the management and administration of the programme.



1. MA Draft Manual 19 March 2024
2. NCPs meeting 28 March 2024
3. Participating Countries Comments 3 April 2024
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|-------------------------------------|---------------|
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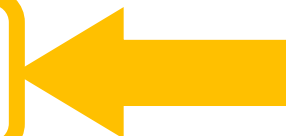




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Principles

TA is operated
at Core and at National level

- RECIPROCITY BETWEEN
CORE AND NATIONAL TA

TA is reimbursed as a flat rate
(10%) applied to the eligible
expenditure included in each
payment application to the EC
(Art. 27 Interreg Regulation)

- REIMBURSEMENT BASED ON
FLAT RATE
- DISTRIBUTION BASED ON
PREVIOUS NEGOTIATIONS
AND MC DECISIONS

Guidance and Rules for
implementation outlined in the
manual
(MC RoP, §2, point 3)

- SOUND FINANCIAL
MANAGEMENT

3. the MC shall approve MA proposals with regard to:
 - c) the annual work plan, including the reports of national and core TA;
 - g) the manual of the TA budget.



TA Indicative Budget

- art. 27 of the Interreg Regulation
- 6th MC meeting - 25-26 July 2023, Belgrade

Table 2: Indicative TA budget as per MC decision – core, national, total estimates (projects financial performance rate of about 86%)

	Interreg funds (85%)	National co-financing (15%)	TOTAL	%
Core TA indicative budget	€ 9,003,788.63	€ 1,588,903.88	€ 10,592,692.50	84%
National TA indicative budget	€ 1,714,795.05	€ 302,610.89	€ 2,017,405.94	16%
Total TA indicative budget	€ 10,718,583.68	€ 1,891,514.77	€ 12,610,098.44	100%



Participating Countries' contribution to the core TA budget

Participating Country	National co-financing (15%), total and annual amounts			
	Scenario 90% (core+national TA) as per Annex 2 of the Agreement	distribution %	Scenario 86% (coreTA)	Annual instalment amount per country = Scenario 86% (coreTA) divided by 6 years
Italy	€ 655,479.82	33.15%	€ 526,713.24	€ 87,785.54
Croatia	€ 70,115.72	3.55%	€ 56,341.75	€ 9,390.29
Greece	€ 192,950.71	9.76%	€ 155,046.26	€ 25,841.04
Slovenia	€ 39,684.08	2.01%	€ 31,888.29	€ 5,314.71
Albania	€ 203,649.19	10.30%	€ 163,643.06	€ 27,273.84
Bosnia and Herzegovina	€ 203,897.79	10.31%	€ 163,842.83	€ 27,307.14
Montenegro	€ 202,377.74	10.23%	€ 162,621.38	€ 27,103.56
North Macedonia	€ 203,209.08	10.28%	€ 163,289.41	€ 27,214.90
Serbia	€ 205,982.06	10.42%	€ 165,517.65	€ 27,586.27
TOTAL	€ 1,977,346.19*	100.00%	€ 1,588,903.88**	€ 264,817.31

* € 1,977,346.19 corresponds to 15% of € 13,182,309.89, which is a TA budget estimation, core and national, based on projects financial performance rate \cong 90%.

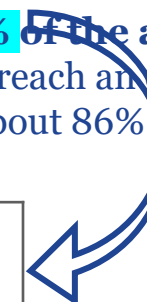
** € 1,588,903.88 corresponds to 15% of € 10,592,692.50, which is Core TA indicative budget, based on projects financial performance rate \cong 86%.



TA Reimbursement modalities

- Based on the flat rate financing method
- Each beneficiary must ensure the pre-financing of their TA activities
- **MA/JS will receive the 84% of the amount. Participating Countries will receive, overall, the 16% of the amount, further distributed** according to each Participating Country's share of the indicative national TA budget, to reach an overall total of Interreg reimbursement of national TA equal to € 1,714,795.05 based on a projects' financial performance of about 86%

Participating Country	Indicative national TA budget and TA (Interreg) distribution			
	Interreg funds + National co-financing	Distribution %	Interreg funds (85%)	15% National co-financing = own resources
Croatia	€ 133,244.14	6.60%	€ 113,257.52	€ 19,986.62
Greece	€ 158,628.07	7.86%	€ 134,833.86	€ 23,794.21
Italy	€ 258,442.01	12.81%	€ 219,675.71	€ 38,766.30
Slovenia	€ 125,765.47	6.23%	€ 106,900.65	€ 18,864.82
Albania	€ 260,704.43	12.92%	€ 221,598.76	€ 39,105.66
Bosnia and Herzegovina	€ 271,508.02	13.46%	€ 230,781.81	€ 40,726.20
Montenegro	€ 205,449.71	10.18%	€ 174,632.25	€ 30,817.46
North Macedonia	€ 241,577.96	11.97%	€ 205,341.26	€ 36,236.69
Serbia	€ 362,085.89	17.95%	€ 307,773.01	€ 54,312.88
TOTAL	€ 2,017,405.94	100,00%	€ 1,714,795.05	€ 302,610.89





Beneficiaries

one single public body at the Participating Country level

Eligibility of expenditure

1 January 2024 - 31 December 2029

Cost categories for planning and reporting purposes (expected costs, except office and administration=15% of staff costs)

Indicative activities

TA activities performed by the following bodies:

- the NCPs,
- national controllers,
- and the representative members of the MC

Duties and obligations of national TA beneficiaries



Beneficiaries

MA/JS

Eligibility of expenditure

1 January 2023 - 31 December 2030

Cost categories for planning and reporting purposes (expected costs, except office and administration=15% of staff costs)

Indicative activities

to ensure an adequate management of the programme and control environment

Duties and obligations of the MA



Integrated planning and reporting documents

- In light of the MC agreed upon distribution of TA funds that are the result of specific calculations and ad-hoc negotiations
- To be produced yearly by the MA/JS with inputs from the NCPs, and to be submitted to the MC for approval (MC RoP)
- Overall sound management of TA resources – no expenditure validation
- Coordination meetings

Integrated TA Annual Work Plan

<p><u>Section on core TA:</u></p> <ol style="list-style-type: none"> 1. Description of core TA planned activities. 2. Gantt: indicative calendar of core TA main activities. 3. Provisional core TA budget. 	<p><u>Section on national TA (based on inputs received by NCPs:</u></p> <ol style="list-style-type: none"> 1. Overview TA indicative budget allocation and distribution within national beneficiaries. 2. Summary of TA activities and expected outputs planned by Participating Countries.
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Integrated TA Annual Report

<p><u>Section on core TA:</u></p> <ol style="list-style-type: none"> 1. Narrative Report; 2. Core TA Indicators; 3. Budget Report. 	<p><u>Section on national TA (based on inputs received by NCPs:</u></p> <ol style="list-style-type: none"> 1. Summary of TA activities carried out by Participating Countries; 2. Aggregated national Output Indicators; 3. Overview of TA annual expenditure incurred at national level.
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Submission timeframe

Table 7: Submission timeframe for Integrated TA Annual Work Plan and Integrated TA Annual Report

Year	Plan and Report: reference implementation year (core / national)	Deadline for national inputs	Deadline for MA/JS submission to MC
2024	Planning 2024: Core & National	Within 30 days from the approval of the present document	Within 60 days from the approval of the present document
2025	Planning 2025: Core & National Reporting 2024: Core & National Reporting 2023: Core only	By end February 2025	By end March 2025
2026	Planning 2026: Core & National Reporting 2025: Core & National	By end February 2026	By end March 2026
2027	Planning 2027: Core & National Reporting 2026: Core & National	By end February 2027	By end March 2027
2028	Planning 2028: Core & National Reporting 2027: Core & National	By end February 2028	By end March 2028
2029	Planning 2029: Core & National Reporting 2028: Core & National	By end February 2029	By end March 2029
2030	Planning 2030: Core only Reporting 2029: Core & National	By end February 2030	By end March 2030
2031	Reporting 2030: Core only	NA	By end March 2031



Audit Trail

- Each TA beneficiary is solely responsible for ensuring adequate arrangements to guarantee the sound financial management of the funds allocated, in accordance with all relevant rules and procedures, before the submission of the annual reporting to the MC
- If planned activities are not implemented, the beneficiary shall provide due justification and implement any corrective measures as solicited by the MC (and following MA/JS proposal in the case of national TA)
- Each beneficiary is responsible for ensuring an adequate audit trail at its premises & Availability of documents in line with article 82 of CPR

Commonly asked questions



1. What are the advantages of the TA flat rate in the 2021-2027 programming period?

First of all, as it is a flat rate; i.e., a simplified cost option, it is a significant simplification in terms of no need for the checks of the underlying expenditure (i.e., costs covered by the TA should not be checked as it is a flat rate). Only basis costs (in the case of TA, it is all projects' expenditures) are to be controlled. Thus, it brings a significant reduction in time and efforts needed to verify TA expenditure. However, even though TA is a flat rate where underlying expenditures should not be checked, it does not lift all other requirements and rules that have to be respected (e.g., public procurement, bookkeeping, etc.).



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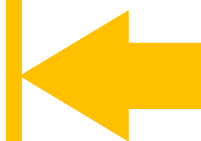


Comments on the draft



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2. NCPs meeting 28 March 2024
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**RECEIVED
COMMENTS
& ACCEPTED
CHANGES**





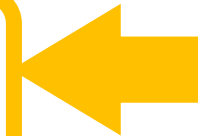
Section/paragraph of the draft	Changes
Participating Countries' contribution to the core TA budget	<ul style="list-style-type: none"> • First instalment: by August 2024 (NEW) • Following instalments: by end of June of each year (NEW)
Submission timeframe of the Planning documents for 2024	<ul style="list-style-type: none"> • Deadline for national inputs: Within 60 days (NEW) from the approval of the present document • Deadline for MA/JS submission to MC: Within 90 days (NEW) from the approval of the present document
Throughout the document, including under: <ul style="list-style-type: none"> • What is TA • National TA, Beneficiaries • National TA, Eligibility of expenditure • National TA, Indicative activities • National TA, Duties and obligations of national TA beneficiaries • Core TA, Indicative activities 	<ul style="list-style-type: none"> • Modified specific text based on comments received (Excel table shared with MC members on 4 April 2024)
Annex 1 – Template for the request for provision of the national counterpart to the core TA budget	<ul style="list-style-type: none"> • add a financial table showing the amount to be paid for each year (2024-2029) by each country (without any reference to the scenarios or percentages as included in the TA manual). • foresee the signature of the Head of the MA on annex 1 template.
Annex 2 – Template for the provision of information on the beneficiary of the national TA budget	<ul style="list-style-type: none"> • Modified text, no reference to MC member

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**DISCUSSION
OF THE
REMAINING
COMMENTS**





Alternative options for planning and reporting documents



Annex 6 – Template for the national inputs to the Integrated TA Annual Work Plan	10
Annex 7 – Template for the national inputs to the Integrated TA Annual Report	11
Annex 8 – Template for the Integrated TA Annual Work Plan	13
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National inputs - Draft 19 March

Annex 6 Template for the national inputs to the Integrated TA Annual Work Plan	1. Budget allocation
	2. Description of planned activities (1 pager) <i>a. Planned TA activities – entire period 2024-2029</i> <i>b. Planned TA activities – Year XXXX</i>
	3. Activities Framework & Costs Plan (Excel file)

Annex 7 Template for the national inputs to the Integrated TA Annual Report	1. Narrative Report (1 pager)
	2. Output Indicators
	3. Activities Framework & Costs Report (Excel file)
	4. Statement of expenditure incurred



Alternative for national inputs

The proposed alternative simplifies the administrative burden for NCPs. In addition, it does not envisage budget planning nor a detailed budget reporting. Nevertheless, it envisages indicative expenditures linked to national Outputs

Annex 6 Template for the national inputs to the Integrated TA Annual Work Plan	1. Budget allocation
	2. Description of planned activities (1 pager) <i>a. Planned TA activities – entire period 2024-2029</i> <i>b. Planned TA activities – Year XXXX</i>
	3. Activities Framework & Costs Plan (Excel file)
Annex 7 Template for the national inputs to the Integrated TA Annual Report	1. Narrative Report (1 pager)
	2. Output Indicators [MODIFIED + indicative expenditure]
	3. Activities Framework & Costs Report (Excel file)
	4. Statement of indicative expenditure incurred



Alternative for national inputs: Modified Output Indicators

<i>Output indicators to be reported on:</i>	<i>Reporting value as of 31st December:</i>	Indicative Expenditure incurred:
N. of organized events to promote the programme (e.g. launch of a call for proposals; presentation of projects outcomes; etc.)		
N. of potential/beneficiaries supported through individual consultations		
N. of pieces of news published on the programme website and contribution to programme newsletter		
N. of promotional material produced (type and quantity) [option to merge with previous one]		
N. of MC meetings and other programme-related meetings/events attended		
AS APPLICABLE: N. of beneficiaries' expenditure verified		
AS APPLICABLE: N. of project monitoring visits performed by NCP and by Controllers		



To provide a total amount of indicative expenditure incurred, staff costs shall be added



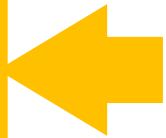
The Alternative would entail:

- Changes to Annex 6 and Annex 7
- Changes to Annex 8 and Annex 9
- Changes to the Manual relevant paragraphs



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The edited (final) documents, with all accepted changes, including those decided upon at today's meeting, will be submitted to the MC for approval through written procedure