



ESF Transnational Calls

Writing and managing
calls for proposals

Technical Dossier no. 2
February 2017

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INTRODUCTION

The main purpose of transnational cooperation in the ESF is to contribute to the quality and effectiveness of policies and to the delivery of reforms. A transnational dimension has a multiplier effect: it can strengthen capacities to innovate, modernise and adapt to new social and economic challenges, and it can help identify issues and suggest solutions for reforms which can shape and deliver the relevant policy targets. For project promoters, input from foreign partners may enable them to approach challenges in novel ways, to solve problems more efficiently, and to avoid pitfalls during processes of change. Such cooperation has proven its worth over the years.

Support to transnational cooperation is a legal obligation for Member States (article 10 of the ESF Regulation), except for those with a single operational programme or with a single multi-fund OP. It can be implemented within the common framework decided at EU level or by taking a flexible approach. The ESF Transnational Platform is the tool initiated by the Commission to facilitate transnational exchanges. Under its aegis, nine Thematic Networks are undertaking mutual learning activities on the themes agreed by the ESF Committee. A year ago, they also prepared the common parameters drafted by AEIDL for the coordinated calls for proposals launched in 2016, which were presented to the ESF Committee.

It is critical for the implementation of the legal framework and for the credibility of transnational cooperation that the next round of coordinated calls, to be issued in 2018, involves more Member States, more Operational Programmes, more project promoters, and more funding. It is also critical for project promoters that they should have the broadest possible choice of partners, in order to create the best-performing transnational partnerships. Moreover, given its binding character, a failure to implement transnationality would entail a risk of clawback in some cases.

This technical dossier was prepared in the form of a workbook for the learning seminar for ESF Managing Authorities which took place in Brussels on the 7-8 November 2016. During the seminar the participants went through an 8-step process on how to prepare and manage transnational calls for proposals. Each step started with a short introduction and was followed by interventions from representatives from Belgium (Flanders), Finland, Poland and Sweden (the countries which launched coordinated calls in 2016), group work and discussions. In this updated version of the dossier you will find the summaries and conclusions from the exercises.

Step 1. ADDED VALUE OF TRANSNATIONAL CALLS

Within the ESF, a transnational dimension has an important multiplier effect: it can strengthen capacities to innovate, modernise and adapt to new social and economic challenges, and it can help identify issues and suggest solutions for reforms which can shape and deliver the relevant policy targets. It can also help to improve the quality of governance. For project promoters, input from foreign partners may enable them to approach challenges in novel ways, to solve problems more efficiently, and to avoid pitfalls during processes of change.

We talk about transnational cooperation in ESF projects when there are at least 2 partners from 2 different EU Member States (MSs) and through this cooperation they both achieve their learning goals (mutual learning principle).

Building transnational partnerships by project promoters from different MSs turned out to be problematic in the previous 2007-2013 programming period due to the lack of coordination between MSs regarding the dates on which they issued calls as well as the themes

The main purpose of ESF transnational cooperation is to improve the quality and effectiveness of employment and inclusion policies and to deliver reforms. In practice, transnational cooperation consists of:

- mutual learning between ESF managing authorities, policy-making bodies, social partners and civil society organisations;
- funding of transnational projects by the ESF operational programmes.

they pursued. Hence the outcome was that it was very hard for project promoters to find partners abroad which also had access to ESF support in the same theme at the same time. To overcome this problem in the current 2014-2020 period Member States are supposed to coordinate their transnational calls on the EU level with the help of ESF Transnational Platform. **The more countries join in, the more matching possibilities for project promoters and the better potential results and outcomes.**

TRANSNATIONAL COOPERATION SUPPORTED BY ESF 2014-2020

Article 10 of the ESF Regulation makes transnational cooperation compulsory in principle and structures it around nine common themes and a structure to coordinate

calls for proposals issued by national or regional ESF operational programmes.

Different forms of collaboration between Member States		
Transnational cooperation (Common Framework/ flexible approach)	Mobility	Mutual learning
Common problem to solve: parallel projects in MSs + mutual learning + common activities	One-sided transnationality: projects within which transnational actions benefit the target group (e.g. internships abroad)	No need for a specific project; exchange of experiences and knowledge, e.g. through study visits, peer reviews or benchmarking

In the transnational cooperation framework for 2014–2020, it is up to the Member States to decide on their fields of interest, participation modalities – within the common framework or in a flexible approach (or both combined) – and financing mechanisms – either to ring-fence resources for a number of priorities or to mainstream transnationality across a wide variety of themes.

- **COMMON FRAMEWORK**

The Common Framework (CF) was set to facilitate the process of finding partners by agreeing a timetable for publishing calls in MSs and common themes in which projects will be implemented. MSs can also agree on specific provisions for calls in given themes. There are also some tools: partner search database, thematic networks.

- **FLEXIBLE APPROACH**

MSs publish their national or regional calls for transnational projects (or national projects with a possible transnational component) in the individually chosen themes independently from the calls published in other MSs.

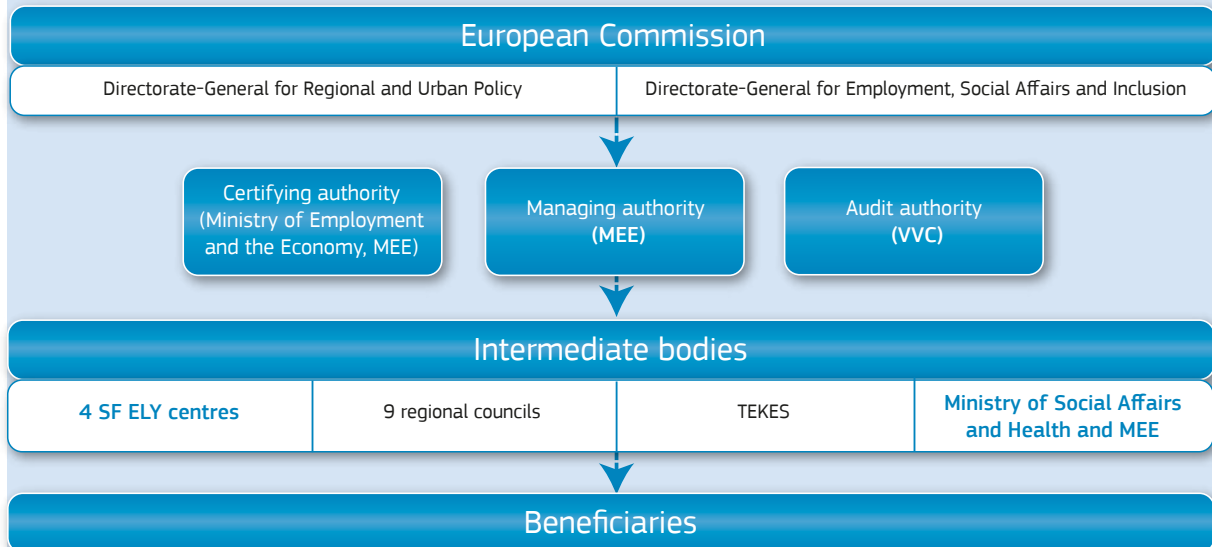
They can still make use of Common Framework tools by inviting their project promoters to use the partner search database and by taking part in thematic networks.

Step 2. INSTITUTIONAL CAPACITY

There are many possible set-ups, for instance:

1. When the transnational calls are only implemented within a separate priority axis in the Operational Programme:
 - *either*: The national ESF Managing Authority is directly responsible for the implementation of the transnationality axis and for announcing, evaluating and managing the calls (as in Sweden);
 - *or*: There is a specific national Intermediary Body responsible for implementing the transnationality priority axis for ESF (as in Poland).
2. When the transnational calls are implemented within different national Operational Programmes, either across all priorities or only for some priorities;
 - Ministries/institutions responsible for a certain operational programmes or certain priorities implement transnational calls along with national calls.
3. When the transnationality is implemented within Regional Operational Programmes (as in France):
 - Regional ESF Managing Authorities or their regional Intermediary Bodies are responsible for implementing transnational calls.
4. When the transnationality is implemented horizontally (no specific mention in operational programmes nor annual action plans) and neither national nor regional MAs are appointed/trained/instructed to launch transnational calls → NEED TO ESTABLISH THE INSTITUTIONAL FRAMEWORK FOR IMPLEMENTATION OF TRANSNATIONALITY WITHIN ESF!

Example of the Finnish way of organising implementation of transnational calls



Structural Fund management is incorporated into the national administrative system:

- The authorities are autonomous offices operating at their own risk;
- The MEE is the general guiding ministry for the ELY Centres, which are regional state authorities. They

receive guidance on content from the other sectoral ministries too;

- The MA has delegated several tasks to the IBs;
- The 4 SF ELY Centres cooperate very closely with the MA (special duties in reporting, information, publicity and training regarding the ESF).

Organising implementation of calls in Finland

The first ESF-TNC coordinated call as an example

The basis for ESF transnational cooperation is in the OP. Finland has adopted the combined approach to transnational cooperation:

- It takes part in the common coordinated calls
- It is also possible to include TNC in projects in other calls as well (flexible approach).

There is no specific Priority Axis for transnational cooperation in the OP. Projects containing transnational elements can be funded in all Specific Objectives.

A **national network** (“Shadow Network”) of authorities and stakeholders was set up at the beginning of 2016 to support transnational cooperation in ESF.

Represented in the network are: the Managing Authority, Intermediate Bodies (four SF ELY Centres), Finnish members of the ESF Thematic Networks (7 networks) from ministries, social partners and other stakeholders and specialists in the various themes.

The national network held its first meeting in February 2016 and met several times during spring and summer.

Its tasks were to:

- Share information and discuss matters relating to ESF-TNC in general
- Discuss the focus of the Finnish OP in ESF-TNC calls
- Discuss the focus of ESF-TNC themes in calls
- Discuss the implementation of transnational calls
- Share information and experience of the work of the Thematic Networks

The Managing authority and the Intermediate Bodies also agreed on a national coordinator for the first coordinated call.

The national coordinator was responsible for planning the first coordinated call, preparing the guidelines for applicants, organising launch events at each SF ELY Centre and sharing information and guidance for applicants. A contact person was appointed in each of the four ELY Centres.

The guidelines for applicants were published on 15 April 2016. Launch events were organised at each of the four ELY Centres in May-June 2016.

The first coordinated call closed on 3rd October 2016.

Step 3. SETTING PRIORITIES

The priorities you are choosing for the transnational cooperation should follow your national policies and plans.

The Common Framework consists of the following themes and subthemes, agreed by the Member States before launching ESF transnationality 2014-2020:

The nine common themes		
Employment	Youth Employment	Learning and Skills
<ul style="list-style-type: none"> • Employability and labour integration • Labour mobility • Employment services - improvement of and access to • Work-life balance • Adaptability • Green jobs • Active ageing 	<ul style="list-style-type: none"> • NEETs - young people who are 'Not in Education, Employment or Training' • Recent graduates • Mobility measures • Apprenticeships • Traineeships 	<ul style="list-style-type: none"> • Combating/addressing early school leaving • Vocational Education and Training • Accreditation (of prior learning) • Lifelong learning • Transitions within and between school and work
Social Economy	Inclusion	Migration
<ul style="list-style-type: none"> • Social entrepreneurship (including outreach, start-up support, coaching/mentoring, social franchising) • Financial instruments to support social entrepreneurship 	<ul style="list-style-type: none"> • Active inclusion in the labour market • Access to services (e.g. Transport, health, welfare, housing, etc.) • Combating discrimination, such as Roma • Fighting against poverty • Local community development 	<ul style="list-style-type: none"> • Contribution of the ESIF in promoting integration of migrants in the labour market and society • Synergies between EU funds (ESIF, Asylum, Migration and Integration Fund, etc.)
Governance & Public Administration	Simplification	Partnership
<ul style="list-style-type: none"> • Judiciary reform • E-government • Policy and legislative processes • Human resources management • Results based management • Monitoring and evaluation 	<ul style="list-style-type: none"> • Simplified cost options • Financial instruments • Joint action plans 	<ul style="list-style-type: none"> • Implementation of the European Code of Conduct on Partnership applicable to European Structural and Investment Funds

Transnational calls can be launched in selected themes or all of them (although calls are not expected in the simplification and partnership themes).

Thematic Networks (TNs) are the discussion platforms where Member States can exchange knowledge about ESF actions implemented to support these priorities and also **work together on creating a common framework for a specific theme: agree on the timeframe, scope**

and goal of the coordinated call, requirements and possibly narrow down the theme.

Hence, it is very important that we have **right people participating in the TN meetings: the people who are designing the transnational calls and come with knowledge about their national priorities and a mandate to negotiate and shape the framework for transnational calls with other Member States.**

There are different practices around the Member States. For instance Flanders designs very broad calls, leaving the prioritisation of the actions and scope of the projects to the project promoters' inventiveness and innovativeness. By contrast Sweden is in favour of narrowing down the eligibility criteria so that it receives projects addressing specific problems described within the call.

The level of detail in which the call requirements are specified at EU level depends on the Member States taking part in each Thematic Network. The broadest it can get (as in the 2016 coordinated call) is to stick only to the general theme, without specifying any obligatory subthemes or requirements, just the timeframe for launching the calls in MSs and duration of the projects. Within such a broad framework, Member States can translate it in this exact form to their call, or alternatively can narrow it down (although without any assurance of matching it to another MS's priorities).

Draft timetable for coordinated calls 2018

1. Impact Task Force agrees general Terms of Reference	By April 2017
2. Thematic Networks agrees the subthemes and specific requirements for their theme (if necessary)	By July 2017
3. Publishing of calls with preparatory phase (2-step procedure)	IV Q 2017-I Q 2018
4. Official announcement of the coordinated call 2018 on MAs websites and TN Platform website (giving individual timetables and themes in which the call will be launch)	By end December 2017
5. Launching of the calls in MS	I Q 2018
6. Application deadline	10 May 2018
7. Project start	October 2018

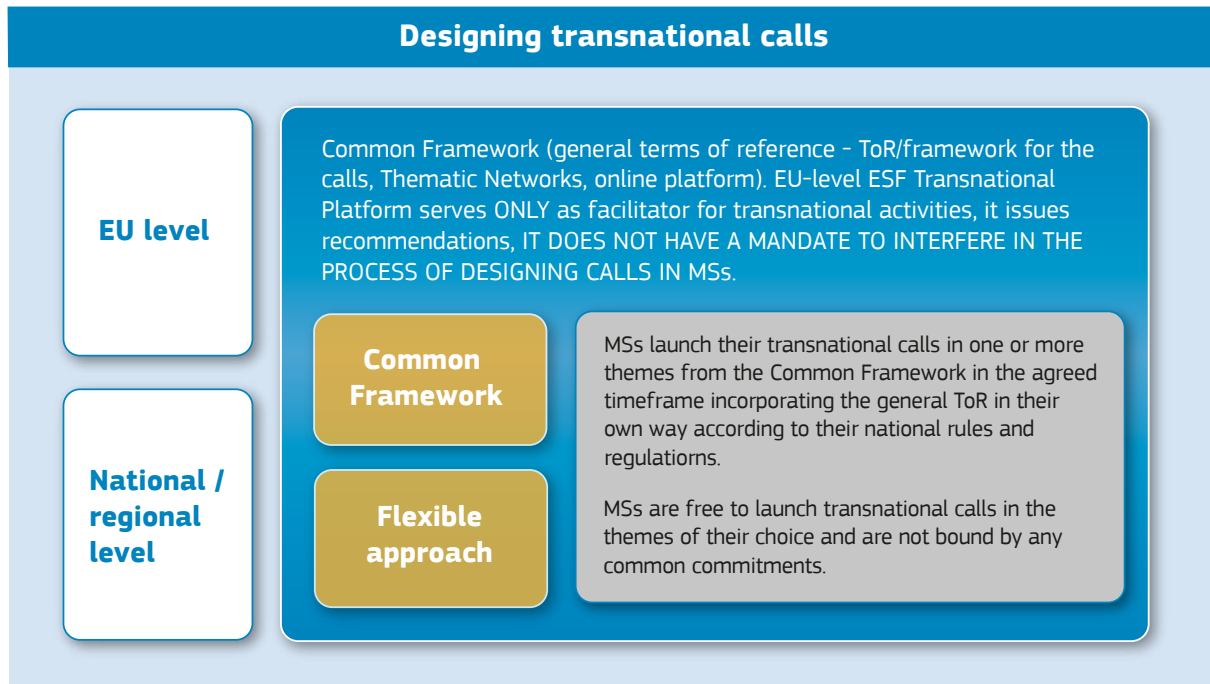
Transnational Calls 2016

	Programme	Priority	Themes	Budget
SE	National ESF	Priority 2 Increase transition to work, sub-theme 2.3, Apply and develop methods for women and men who are far from the labour market	<ul style="list-style-type: none"> - Social Economy - Inclusion - Youth Employment - Migrants 	SEK 63 million (€7 million)
	Financing	Duration	Eligible costs	Specific provisions
	100%	3 May - 30 Sept 2016	Swedish activities taking place in Sweden and abroad according to the transnational agreement. Covering costs for the other transnational partners is not approved	Specific priority will be given to projects addressing the EU Strategy for the Baltic Sea Region and projects demonstrating social innovation

Transnational Calls 2016				
PL	Programme	Priority	Themes	Budget
	National ESF	Investment priorities 8-11, i.e.: Investment Priority 8ii, 8iv, 8iv, 8v, 8vii, 9i, 9iv, 9v, 10i, 10iii, 10iv, 11i	<p>1. Modernisation of labour market institutions, such as public and private employment services, and improving the matching of labour market needs, i.a. through actions that enhance transnational labour mobility as well as through mobility schemes and better cooperation between institutions and relevant stakeholders;</p> <p>2. Enhancing access to affordable, sustainable and high-quality services, including health care and social services of general interest;</p> <p>3. Promoting social entrepreneurship and vocational integration in social enterprises as well as the social and solidarity economy in order to facilitate access to employment;</p> <p>4. Enhancing equal access to lifelong learning for all age groups in formal, non-formal and informal settings, upgrading the knowledge, skills and competences of the workforce, and promoting flexible learning pathways, including through career guidance and validation of acquired competences</p> <p>5. Improving the labour market relevance of education and training systems, facilitating the transition from education to work, and strengthening vocational education and training systems and their quality, including through mechanisms for skills anticipation, adaptation of curricula and the establishment and development of work-based learning systems, including dual learning systems and apprenticeship schemes;</p> <p>6. Investment in institutional capacity and in the efficiency of public administrations and public services at the national, regional and local levels with a view to reforms, better regulation and good governance.</p>	ca. €5 million
	Financing	Duration	Eligible costs	Specific provisions
97%	From July 2016 – max 36 months	All kind of activities which are eligible according to the guidelines for eligibility of costs to be incurred in Poland and abroad according to the financial agreement (TCA). Only reciprocity rule, no possibility to cover costs of transnational partners as in the national calls.	No specific priority	
BE nl	Programme	Priority	Themes	Budget
	Flemish ESF		<ul style="list-style-type: none"> - employment - inclusion - youth - employment - learning and skills - social economy - refugees 	Preparatory phase: flat rate €15,000 Phase 1 – implementation: max. €255,000 Phase 2 – dissemination: max. €30,000

Transnational Calls 2016				
BE nl	Financing	Duration	Eligible costs	Specific provisions
	60%	<p>Preparatory phase: Deadline for applications: 18 Apr 16 Project project proposal (idea) + draft budget for preparatory and implementation phases Implementation: 1 Jun 16 – 30 Sep 16</p> <p>Phase 1 – implementation: Deadline for applications: 30 Sep 16 Projects submit: final project proposal + final budget for implementation phase Implementation: 1 Jan 17 – 30 Jun 19</p> <p>Phase 2 – dissemination: max. €30,000 Deadline for applications: 15 Jun 19 Project final dissemination strategy + final budget for dissemination phase implementation: 1 Jul 19 – 30 Dec 19</p>	<p>The preparatory phase is supported by a lump sum of €15,000, which is paid on production of a satisfactory report on desk research and partner search.</p> <p>The implementation and dissemination phases are paid on the basis of a single unit cost: staff hours worked. Applicants complete a spread-sheet listing the names of the different members of staff who will work on the project. It categorises each of them by their qualification level and their seniority grade, and the input template automatically calculates the pay rate to be applied (these rates are taken by comparison with public sector pay in Flanders). The fraction of a full-time working year of 1,720 hours is then applied. The payroll cost is then totalled and a flat rate of 40% is added to cover all other direct and indirect costs (travel, subsistence, premises, communications, external contractors etc.). The co-ordination of transnational activities counts as an operational cost, not an indirect cost.</p>	<p>Preparatory phase: Result: desk research and partner search report Report deadline: 30 Sep 16 (serves as application for next phase)</p> <p>Phase 1 – implementation: Result: implementation report, dissemination plan Report deadline: 30 Sep 19</p> <p>Phase 2 – dissemination: max. €30,000 Result: final report Report deadline: 31 Mar 20</p>
FI	Programme	Priority	Themes	Budget
	Sustainable growth and jobs 2014 – 2020 programme (ESF)	Specific objectives 6.1, 7.1, 9.1, 9.2, 10.1	<ul style="list-style-type: none"> - Employment - Youth employment - Learning and skills - Social inclusion 	
	Financing	Duration	Eligible costs	Specific provisions
	Deadline 3 October	<p>The cost estimate in the project application must state the costs resulting from the activities implemented in Finland as well as those caused by the transnational cooperation as one aggregate.</p> <p>The projects may be made to include reasonable costs caused by transnational cooperation activities organised in Finland, such as arrangements for partnerships meetings and seminars.</p> <p>Nevertheless, those implementing the ESF projects in other Member States are responsible for their own travel and accommodation costs when arriving in Finland.</p> <p>The cost estimates must be prepared for the projects by using simplified cost models, such as the most common flat rate 17% cost model.</p>	<p>Supplementary selection criteria for this call:</p> <ul style="list-style-type: none"> • The transnational cooperation will bring clear added value to the nationally implemented activity • The contents of the transnational cooperation will enable joint development and learning together among the transnational partners • Social innovations will emerge from the projects 	

Step 4. DESIGN



The transnational call should include:

1. **Aim of the call and theme**
2. Amount of financing, **timeframe**
3. National/regional-specific requirements for projects (qualitative and quantitative)
4. **Requirements regarding transnational actions**
5. **Transnational Cooperation Agreement (TCA) template**

Transnational calls are launched and managed ONLY by national/regional ESF Managing Authorities (MAs) / Intermediate Bodies (IBs).

Applications for funding are made to the MA/IBs, which assess the project proposals and allocate the funding.

Member States need to have their own evaluation, monitoring and other procedures in place.

Before announcing the call you should reflect on the following questions:

1. What is your national / regional **priority** within the policy areas covered? What are the main problems in your country? What are your goals, actions planned? What sources of evidence do you find?
2. Is there any specific **group** within one or more of the themes or specific area you'd like to support with the help of transnational projects?
3. What could the **added value** of transnational projects be in this field? Do you want to specify the outcomes / products you would like to get as a result of such a call, or would you want to gather ideas from project promoters (letting social innovations in)?
4. How can the **subthemes** be defined? Is it better to specify the subthemes for the call or leave it open?
5. How to agree on the common **timeframe**? How far in advance do we need to set the deadline? Shall we specify the duration of the projects?
6. Eligibility of **costs** of transnational actions: What are the difficult issues? Can we establish simplified costs options for certain types of activities, e.g. internships, flat-rate for travel and/or stay abroad (which would also require setting up standards)?
7. What is your attitude to **social innovations**? Do you want to incentivise it? How would you measure it?

Other issues worth reflecting on:

- Would agreeing on the nature of solutions for the specific (sub)theme be useful? – e.g. do we want to work on new models, new tools, new products?
- Should certain types of beneficiary be promoted?
- What quality criteria could be applied?

- What should the project structure be? In which phase should the TNC take place?
- What transnational activities should be eligible?
- How will equal opportunities and non-discrimination principles be upheld?
- How will social innovation be incorporated into projects (if relevant)? Should there be additional points for social innovation content?

Two notes

2 ESF-funded partners are needed

In line with the provisions of Article 10 ESF, transnational projects must include partners using ESF funding from at least 2 Member States. They can also have additional partners which are funded from other sources.

Paying costs of partners abroad

ESF funds can be used to pay the costs of partners in other countries, but only where the benefit of the activity accrues to the beneficiaries of the operational programme in question. For instance an OP in country A can pay the fees and travel costs of speakers from country B who teach at a seminar held in country A,



Aleksandra Kowalska

just as it can pay the travel costs of its own trainees attending a course in country B. But an OP in country A cannot pay the costs of trainees from country B travelling to a seminar in country A – these have to be covered by an OP in country B.

Recommendations

1. As project promoters should establish their transnational partnerships before submitting their project proposals, it might be recommended to reimburse (only to successful applicants) the costs associated with building the partnership, if national regulations allow this. This means that before signing the funding agreement, the applicant incurs expenditure at its own risk. (An alternative is a two-stage procedure, in which the preparatory phase either has a separate grant agreement, or is the first phase of a single grant agreement which can be stopped if the first phase is unsuccessful.)
Example: Expenditure associated with establishing transnational partnerships is eligible, as long as it is consistent with the approved application for funding. The costs incurred in connection with establishing transnational partnership are eligible up to [€1,000].
2. To allow the monitoring of transnational partnerships, all projects submitted under coordinated calls have to be input into the partner search database (whether or not the promoters wish to use the European database to find partners). MAS should insert this requirement into their calls.
3. If a proposed partnership cannot go ahead because one partner's funding application is refused, or for other reasons beyond the control of the project promoter, there are several ways in which a Managing Authority can help. For instance it might liaise with other MAs through the relevant Thematic Network, contact other MAs directly; or give project promoters extra time to find a new partner.

Step 5. PARTNER SEARCH



Calls seminar, Brussels, 7-8 November 2016

Possible ways to facilitate transnational partner search:

1. Partner search database

This is a free online tool managed by AEIDL: <http://ec.europa.eu/esf/transnationality/partners-search>. All project promoters (organisations wanting to apply for funding in their country for a transnational project) should register their organisations in this database (via their ECAS account) and upload their project ideas. These descriptions are either entirely in English or include a summary in English. They then search for partners, and can narrow down the search using criteria such as country, theme or target group. Equally, projects in other countries can search for them. The potential partners contact each other directly, and negotiate how to structure their joint project.

2. Partner search fora

Member States can organise (e.g. with use of their ESF Technical Assistance) events for project promoters from different countries, and conduct match-making exercises.

During the last programming period Poland organised such events, so it can give you some hints on how to manage them.

3. Translating documents and other actions i.e. with use of ESF technical assistance

The ESF Transnational Platform produces a lot of written materials about transnational cooperation in English (all available online), which include newsletters, manuals, a guide to transnational cooperation, and technical dossiers. One thing the Member States should do is to promote these materials through their websites, but also if language is a barrier for their project promoters it is recommended that they translate some of them into their national language.

Potential barriers for project promoters:

- Language
- Capacity
- Lack of budget for partner search

Different forms of partnerships within the co-ordinated calls

1. Possible configurations for transnational partnerships:

- All partners are in the same theme in a co-ordinated call
- Cross-theme partnerships in co-ordinated call
- Partnerships involving some projects using ‘flexible approach’ calls
- Minor transnational activity within all national calls (e.g. SE & PL allow this)
- Partnerships with non-ESF-funded partners (e.g. funded by other ESIFs, Erasmus+, DG RTD, UNDP or own funding) and with at least one other ESF-funded partner from another MS

2. New partnerships vs. joining existing partnerships

A number of MAs will publish calls in 2017. What procedure can we envisage to help their projects find partners?

Ideas

Two-step procedure, as implemented in Flanders:

The TNC Learning Network recommended a two-step procedure, whereby projects would first be agreed at national level, and only then would build transnational partnerships. This has the advantages of:

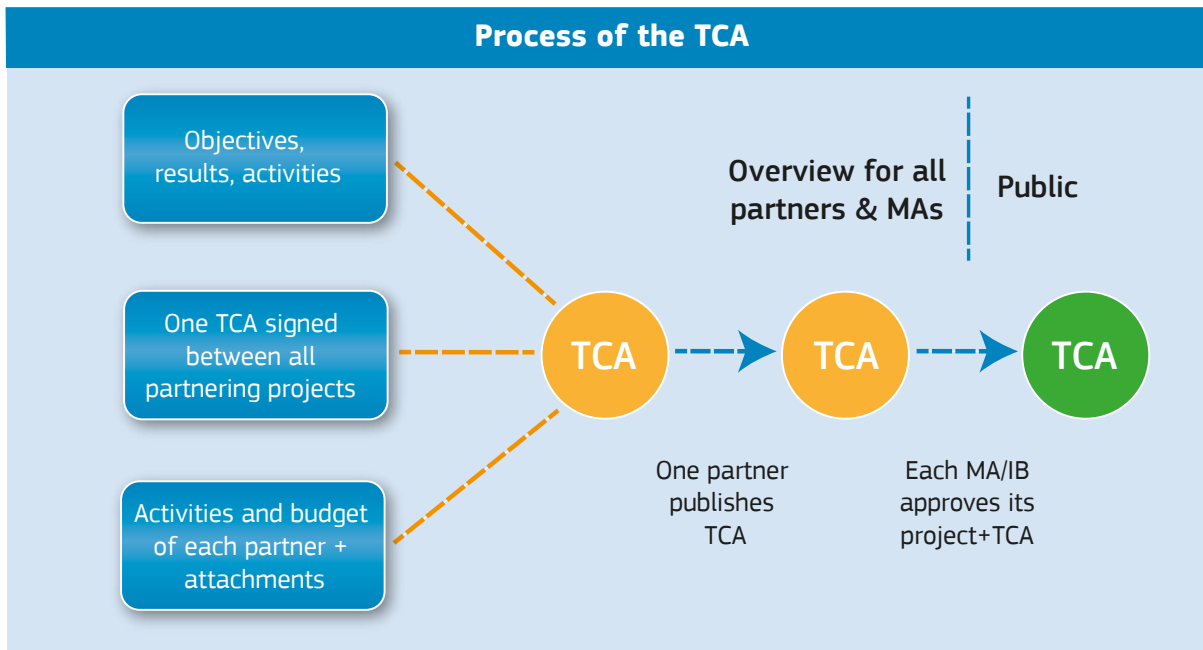
- Lowering the threshold for transnational working, and making it accessible to new organisations
- Ensuring projects are relevant nationally first of all
- Giving promoters the security that (barring accidents) their partners are already funded, thus reducing the number of ‘orphans’

The alternative is a **single-step procedure**, whereby projects make their transnational partnerships before applying for funding. This conduces to projects that are intrinsically transnational – i.e. are designed from the start with a transnational element. In principle it is also faster since MAs only have to make one decision and process one set of documents.

Ways to add new partners to a TCA

a	<p>New projects form entirely new TCAs This suffers from the disadvantage that the choice of new partner countries is likely to be small</p>	2016	
b	<p>New projects are added onto existing TCAs. TCA is amended This seems the best option. It requires MAs supervising existing TCAs to facilitate their revision to include one of more new partners</p>	2017	
c	<p>Overlapping TCAs New projects form a new TCA which overlaps with an existing TCA because they have one partner in common. The existing and new TCAs work in co-operation as sort of cluster TCA.</p>	2017	

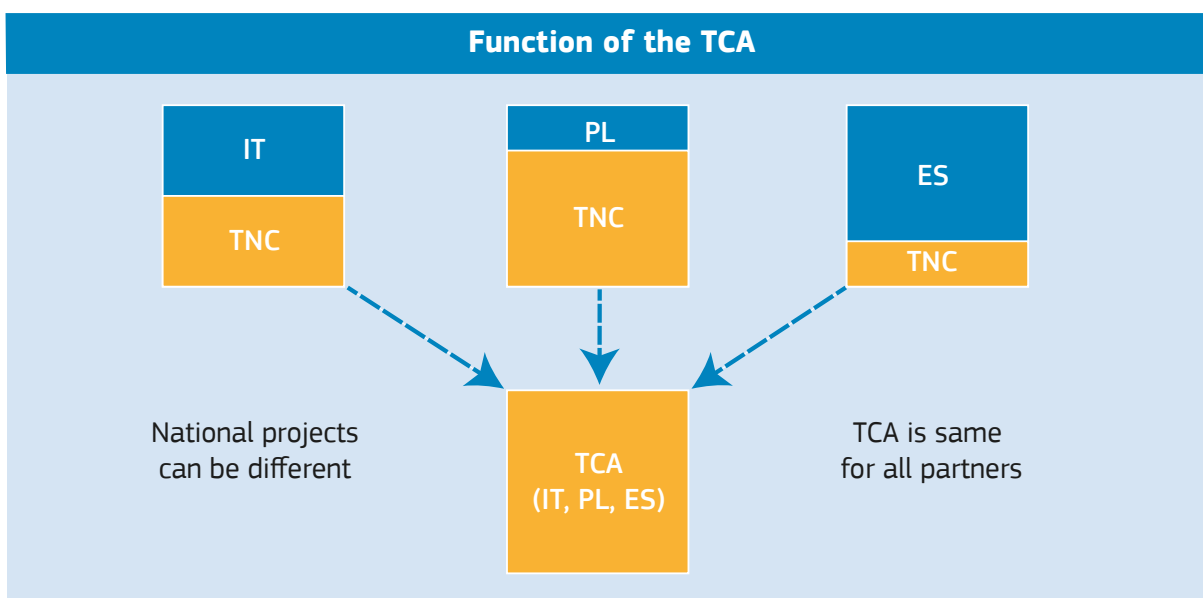
Step 6. TRANSNATIONAL COOPERATION AGREEMENT



The Transnational Cooperation Agreement (TCA) is a written agreement between partners from different countries which decide to undertake joint transnational actions. It describes the project’s rationale, objectives, work programme, methodology and budget for each activity and each partner. The TCA thus provides to each partner and each corresponding Managing Authority an overview of the whole transnational project and of each partner’s role in it. Each partner signs the TCA, which is

identical for all partners. The TCA is entered into the EU database. It is written in English.

The TCA is not a legal contract. It should be simple, and Managing Authorities should resist the temptation to ‘gold plate’ it by adding unnecessary requirements. The TCA needs to be established before applying for funds in the corresponding Member States, and it should be attached to each national application form.



Suggested template for Transnational Co-operation Agreement (TCA) for 2016 coordinated calls

Notes:

This template is optional. Where TCAs have already been drawn up in existing formats, a summary should be pasted in and the original appended. MAs using non-standard TCA formats should ensure that partner MAs accept this. Identical copies of this TCA should be agreed and signed by all partners in a transnational partnership. Each partner should then append the TCA to their ESF funding application in their own country.

This TCA describes the joint transnational element to which the partners will contribute; it does not necessarily include any other activities which partners may carry out under their national funding agreements.

1. Description of transnational project

- 1.1 Name of transnational project:
- 1.2 Rationale and objectives:

- problem addressed, common interests, methodology;
- common transnational objectives of the partners;
- target group;
- products, outputs and deliverables;
- added value of the activities and planned results for each partner.
- incorporation of horizontal aspects (gender, CSR, ...)
- 1.3 Work programme and working methodology:
 - planned transnational activities;
 - methodology for sharing information, results and working tools;
 - time schedule for milestones, outcomes and events.
 - dissemination strategy
 - evaluation
- 1.4 Organisation and decision-making:
 - contribution and responsibilities of each partner;
 - role and tasks relating to the co-ordination of the TCA;
 - arrangements for decision-making;
 - working language(s).
- 1.5 Budget for transnational work (please analyse the budget by activity and by partner, in €)

Activity	Partner 1 budget <i>[name of partner]</i>	Partner 2 budget <i>[name of partner]</i>	<i>[please include a column for each partner]</i>	Total budget
Activity 1				
Activity 2				
<i>[please include a line for each activity]</i>				
Total				

Where the project is working with simplified cost options, this should be explained and appropriate detail given, e.g. the total amount.

2. Signatures of partners

Each partner undertakes to carry out the tasks and fulfil the duties set out above as part of the transnational project, on the condition that they are granted ESF funding set out in 1.6 above.

If for whatever reason any of the partners is not granted this support, this TCA must be amended or cancelled. Subject to the agreement of their respective Managing Authorities, the resulting ‘orphan’ partners may amend the TCA, optionally including new partners, and explore with their Managing Authorities how the grant contracts can be amended.

Signed by all the partners:

2.1 Partner 1:

- Name of organisation:
- Address:
- Website:
- Signed by legally authorised representative: [signature]
- Place and date of signature:
- Name of representative:
- Position of representative:
- Telephone:
- E-mail:

2.2 Partner 2:

[Repeat this section for all partners]

Step 7. ASSESSMENT OF PROJECTS

The assessment, monitoring and evaluation procedures of transnational projects depend on the national regulations in each Member State. There are different practices. Below you will find an example of how it is done in Sweden.

Assessment, monitoring and evaluation – Sweden 2014-2020

Assessment of projects:

The calls (national or regional) are decided by the MA in cooperation with the regional Structural Funds Partnerships (SFPs – there are eight of them) or, at national level, other relevant stakeholders.

All applications are assessed on the degree to which they meet the orientation of the call, and how the project's objectives, target groups and methods relate to the expected outcomes and results stated in the call. For transnationality (whether a coordinated call or flexible approach call) we look at e.g. How does the transnational work give added value? How does the application describe content, methods, transnational cooperation? Are formal demands met? Does the project emanate from a jointly identified problem/challenge? Is there a European/macoregional added value? Is there any complementary with other European programmes?

We have in the ESF Operational Program national criteria for the different priority axes. These national criteria have in turn been developed into a sort of checklist which actually is the tool for assessment. We do not use a scoring system with marks, but assess how well the application meets the different criteria.

Toby Johnson presents in Carpe Diem



The horizontal criteria for gender equality, non-discrimination and accessibility are mandatory for all projects and are to be described and mainstreamed in the problem analysis, activities and targets set for the project. All projects should use the Standard for Gender Mainstreaming. Sustainability is an optional criterion, depending on the orientation of the call. Projects that meet both the call's and the national criteria will then be prioritised (this is for the regional projects) by the Structural Funds Partnership. For the national calls there is no SFP involved, and the MA decides and prioritises.

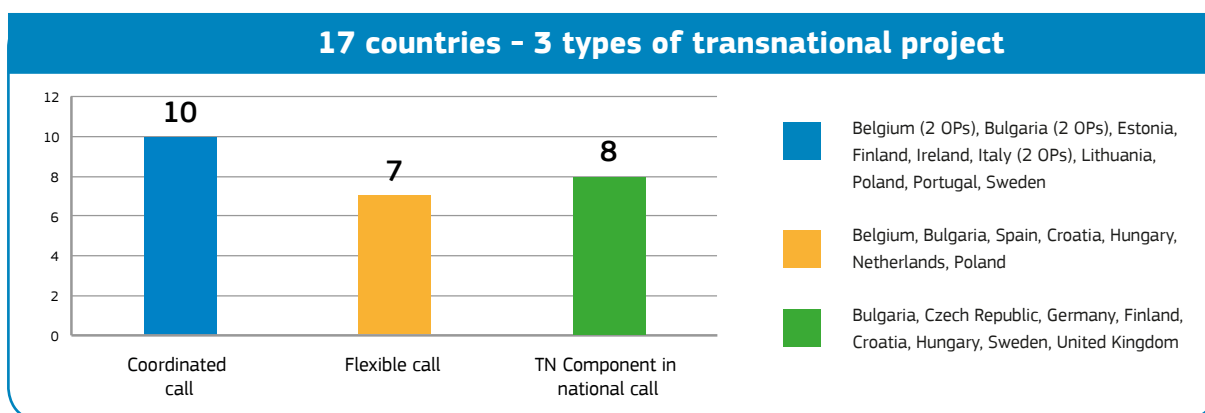
Monitoring:

The Monitoring Committee follows the progress of the OP and to some extent the national projects. On the regional level the SFPs follow the progress of the projects but it is the ESF Council which is responsible for following up and monitoring each project. The projects report indicators to Statistics Sweden. The MA regularly follows the progress of all projects – the way they work with the objectives, methods and participants – and takes part in steering groups and so on.

Evaluation:

In general, all projects will have an external, on-going evaluation. The Swedish ESF Council has for this purpose made a procurement to ensure the quality of the evaluation and evaluators, and the projects make suborders from this procurement. This is a new way of doing it, and it will of course be evaluated after two years. The purpose of the on-going evaluation is to be both summative and formative. It looks not only at results but also examines the process and the methods, suggests changes in the activities, and is of use in the learning process for the project, the stakeholders, the ESF Council and the European Social Fund.

Step 8. CALLS PLANNED IN 2017-2018



The European Commission carried out a survey of the Member States’ plans regarding transnational ESF projects. By the end of February 2017 we received 50 responses from 23 countries. The outcomes are promising.

- Six Member States have a separate priority axis for transnational cooperation: BE, BG, CZ, ES, HU, PL
- Seventeen Member States will finance transnational projects
- Member States will launch the 2018 coordinated call in 7 themes:

Employment	BE (2 OPs), BG, EE, FI, IE, IT, PL
Youth employment	BE (2 OPs), BG, EE, FI, IE, IT, SE
Inclusion	BE (2 OPs), BG, FI, IE, IT, LT, PL, SE
Social economy	BE (2 OPs), BG, IT, PL, SE
Learning and skills	BE (2 OPs), BG, FI, IE, IT (2 OPs), PL, SE
Migrants	BE (2 OPs), IE, SE
Governance	BG, IT

These are the preliminary outcomes of the survey, but we hope for even higher take-up by more Member States throughout the whole process.

The Impact Task Force

In order to enhance the capacity of Member States to launch transnational calls and mainstream the impact of transnational activities, the ESF Transnational Platform has established an Impact Task Force, which started operating in February 2017.

21 Managing Authorities from 16 countries expressed their interest in being part of the Task Force, whose main goal is to help the Member States to prepare and implement transnational calls, by building capacity and facilitating agreement on the conditions for the next coordinated call. It will also contribute to gathering evidence of the impact and added value of transnational activities in view of the preparation of the next programming period.

Planned activities are:

- meetings to build capacity and agree common terms of reference and procedures for the 2018 co-ordinated call (first meeting on 13-14 March 2017)
- individual coaching at the request of Managing Authorities
- online forum for discussions and questions by Managing Authorities – see: <https://ec.europa.eu/esf/transnationality/forums/impact-task-force>
- help Member States to set up national/shadow networks
- monitor outcomes of transnational calls (co-ordinated and flexible)
- mainstream good practices

Appendix 1

Extract from the Rules of the Call for Proposals No POWR.04.03.00-IP.07-00-004/16 for projects implemented under the Common Framework in POLAND

1. General information

1.1 Basic information about the call for proposals

The Center of European Projects (CEP), acting as the Intermediate Body (IB) of the Operational Programme Knowledge Education Development (OP KED), hereby announces the call for proposals No POWR.04.03.00-IP.07-00-004/16 for projects with a transnational component, implemented under the Common Framework under Priority Axis IV *Social innovation and transnational cooperation*, Measure 4.3 Transnational cooperation, of OP KED.

Applications for co-financing may be submitted under the six themes:

1. Modernisation of labour market institutions, such as public and private employment services, and improving the matching of labour market needs, i.a. through actions that enhance transnational labour mobility as well as through the mobility schemes and better cooperation between institutions and relevant stakeholders;¹
2. Enhancing access to affordable, sustainable and high-quality services, including health care and social services of general interest;
3. Promoting social entrepreneurship and vocational integration in social enterprises as well as the social and solidarity economy in order to facilitate access to employment;
4. Enhancing equal access to lifelong learning for all age groups in formal, non-formal and informal settings, upgrading the knowledge, skills and competences of the workforce, and promoting flexible learning pathways, including through career guidance and validation of acquired competences;
5. Improving the labour market relevance of education and training systems, facilitating the transition from education to work, and strengthening vocational education and training systems and their quality, including through mechanisms for skills anticipation, adaptation of curricula and the establishment and development of work-based learning systems, including dual learning systems and apprenticeship schemes;

¹ This call for proposals does not provide for financing of mobility measures, which may be implemented exclusively under the OP KED Measure 4.2. Transnational mobility programmes.

6. Investment in institutional capacity and in the efficiency of public administrations and public services at the national, regional and local levels with a view to reforms, better regulation and good governance.

Applications for co-financing will be accepted between 26 and 30 September 2016, in line with the conditions described in the Rules of the Call for Proposals. Applications submitted before the starting and after the closing date of the call for proposals will be rejected at the stage of formal evaluation.

1.2 Amount allocated for the call for proposals

The amount allocated for the call for proposals is PLN 20,876,120.00 (of which the maximum amount of co-financing – PLN 20,249,836.00).

After the call for proposals is resolved, the authority organising the call for proposals may increase the amount allocated for co-financing of the projects under the call for proposals.

1.3 Objective and subject of the call for proposals

The objective of the call for proposals is to develop and implement new solutions, created in cooperation with foreign partners in the thematic areas in which the call for proposals is organised.

The call for proposal covers projects with a transnational component, implemented under the Common Framework, i.e. a call for proposals coordinated at the European level, which defines the main principles and areas of action.²

Projects with a transnational component implemented under the Common Framework are projects the objectives, outputs and results of which are related to transnational cooperation and demonstrate the added value and effects of such cooperation, and result in development³ and implementation of a new solution. Such projects are obligatorily implemented in transnational partnership, in line with the reciprocity principle. The applicant must reg-

² Type of operation in line with the Detailed Description of Priority Axes.

³ Also understood as adaptation of the solution functioning at the foreign partner's institution.

ister in the Database and sign a transnational cooperation agreement which is attached to the application for co-financing and entered into the Database.

The projects submitted under the call for proposals should contribute to the achievement of the OP KED objectives. In particular, they should contribute to attainment of the specific objective of Measure 4.3 *Implementing new solutions, in particular in the area of promoting labour force participation, lifelong learning, creation and implementation of public policies, thanks to cooperation with foreign partners.*

2. Call for proposals requirements

2.1 Entities eligible to apply for project co-financing

1. The entities listed in the Detailed Description of Priority Axes of the OP KED may apply for project co-financing under the call for proposals, i.e.:
 - entities responsible for creation, implementation and monitoring of public policies, and for control and supervision of those policies. e.g. ministries, central administration offices;
 - public administration, e.g. ministries, central administration offices;
 - local government units, e.g. gminas, poviats;
 - national associations and unions of local government units, e.g. gmina unions, city unions;
 - labour market institutions, e.g. employment agencies, labour offices;
 - social assistance and social integration institutions, e.g. regional social policy centres, social assistance centres;
 - schools and education system institutions, e.g. education offices, vocational training institutions;
 - higher education institutions, e.g. private and public higher education institutions;
 - enterprises, e.g. one-person, small and medium-sized enterprises;
 - non-governmental organisations, e.g. foundations, associations;
 - social economy entities, e.g. social cooperatives;
 - social partners in accordance with the definition adopted in the OP KED, e.g. trade unions, employer organisations;
 - federations or associations of non-governmental organisations and social economy entities, e.g. unions of associations, federations of non-governmental organisations.

2.2. Definitions and description of relevance of the selected⁴ eligibility criteria

Criterion 1

“The project shall include at least two types of transnational cooperation activities from among the following:

1. development and implementation of new solution(s);
2. transfer, adaptation and implementation of new solution(s);
3. concurrent creation and implementation of new solution(s);
4. exchange of information and experience;

With exchange of information and experience being one obligatory type.

The definition of the new solution will be further specified in the Rules of the Call for Proposals.”

Definition of the criterion:

At least two of the transnational cooperation activities listed in the criterion must be included in the project, with “exchange of information and experience” being one obligatory activity. It is up to the project promoter to select any of the above activities and combine them with “exchange of information and experience” which cannot stand alone.

The project promoter should clearly identify the types of transnational cooperation activities from among the above ones that it will implement under the project.

The types of transnational cooperation activities were described in point 1.5 of the Rules of the Call for Proposals: Types of transnational cooperation activities.

The project promoter must also describe the novelty of the solution, along with the rationale explaining why the solution should be considered a new one. The definition of a new solution may be found in the glossary of abbreviations

and terms of the Rules of the Call for Proposals. Furthermore, the solution cannot copy the solutions developed under the EU Programme for Employment and Social Innovation.

The information on types of transnational cooperation activities and the description of the novelty of the solution should be provided in point 3.1.2 “Identify the main

⁴ Selected, i.e. all eligibility criteria except for general formal criteria, the definitions and meaning of which are included in point 5 of the Rules of the Call for Proposals.

objective of the project and describe how the project will contribute to achieving the specific objective of OP KED” of the application for co-financing. In addition, point 3.1.2 of the application for co-financing should include a declaration saying that the solution described in the application does not copy the solutions developed under the EU Programme for Employment and Social Innovation.

Relevance of the criterion:

Any project which does not fulfil this criterion will be rejected at the stage of substantive evaluation.

Criterion 2

“Transnational cooperation under the project is financed in line with the reciprocity principle. The reciprocity principle will be described in detail in the Rules of the Call for Proposals.”

Definition of the criterion:

The implementation of projects in partnership is to support building a natural cooperation network. The reciprocity principle is to ensure the involvement of both parties in the project preparation and implementation by means of a logical division of tasks and responsibilities, and the costs of their performance. The financing of cooperation in line with the reciprocity principle ensures adequate financial potential of the partners and allows to avoid the risks related to financial flows.

The reciprocity principle means that a transnational partner financing all actions from its own funds, i.e. the OP KED funds are not allocated for covering of its costs. The assignment of any expenditure related to a foreign partner to the project leader, including also the cost of transport, accommodation, board, etc. means that the reciprocity does not apply.

If the reciprocity principle applies, the tasks implemented in full by a transnational partner should have the cost amounting to “0” in the detailed budget of the application for co-financing. If the transnational partner is responsible for selected elements of the task, they should not be listed in the detailed budget, but in the rationale under the budget.

The criterion will be verified based on information provided in point 4.3 “Capacity of the applicant and partners” and in Part V “Project budget” of the application for co-financing.

Relevance of the criterion:

Any project which does not fulfil this criterion will be rejected at the stage of substantive evaluation. The assignment of any expenditure related to a foreign partner to the project leader, including also the cost of transport, accommodation, board, etc. means that the reciprocity principle does not apply and the project will be rejected.

Criterion 3

“Project is implemented under one of the following themes:

1. Modernisation of labour market institutions, such as public and private employment services, and improving the matching of labour market needs, i.a. through actions that enhance transnational labour mobility as well as through the mobility schemes and better cooperation between institutions and relevant stakeholders;⁵
2. Enhancing access to affordable, sustainable and high-quality services, including health care and social services of general interest;
3. Promoting social entrepreneurship and vocational integration in social enterprises as well as the social and solidarity economy in order to facilitate access to employment;
4. Enhancing equal access to lifelong learning for all age groups in formal, non-formal and informal settings, upgrading the knowledge, skills and competences of the workforce, and promoting flexible learning pathways, including through career guidance and validation of acquired competences;
5. Improving the labour market relevance of education and training systems, facilitating the transition from education to work, and strengthening vocational education and training systems and their quality, including through mechanisms for skills anticipation, adaptation of curricula and the establishment and development of work-based learning systems, including dual learning systems and apprenticeship schemes;
6. Investment in institutional capacity and in the efficiency of public administrations and public services at the national, regional and local levels with a view to reforms, better regulation and good governance.”

Definition of the criterion:

The project promoter has to write down in the application for which theme of the six admitted under the call for proposals the project is submitted. It is considered suf-

⁵ This call for proposals does not provide for financing of mobility measures, which may be implemented exclusively under the OP KED Measure 4.2. Transnational mobility programmes.

ficient to indicate the number of the theme for which the project is implemented, for instance: “Theme 1.”

This call for proposals does not provide for financing of mobility measures, which may be implemented exclusively under the OP KED Measure 4.2. Transnational mobility programmes. Information on the theme under which the projects will be implemented should be provided in point 3.1.2 of the application for co-financing, i.e. “Identify the main objective of the project and describe how the project will contribute to achieving the specific objective of OP KED.”

Relevance of the criterion:

Any project which does not fulfil this criterion will be rejected at the stage of formal evaluation.

Criterion 4

“The minimum project value specified in the project budget shall amount to PLN 500,000.00. The maximum project value shall amount to PLN 3,000,000.00.”

Definition of the criterion:

The value of the project means all eligible expenditure to be incurred under the project, i.e. direct and indirect costs, including own contribution.

The criterion will be verified based on information provided in point 5.1 “Total costs”, column “Eligible”, of the application for co-financing.

Relevance of the criterion:

Any project which does not fulfil this criterion will be rejected at the stage of formal evaluation.

Criterion 5

“The project shall be implemented in transnational partnership exclusively within the European Union Member States, and at least one partner comes from a country other than Poland, while the applicant is an entity from Poland.”

Definition of the criterion:

The criterion requires the minimum number of transnational partners (at least one), but the project promoter may implement the project within a broader transnational partnership.

The call for proposals does not allow for partnerships with a transnational partner from a non-EU country. An entity from other European Union Member State shall

mean an entity having its registered office or a branch in a European Union Member State other than Poland.

The criterion will be verified based on information provided in point 2.9 “Partners” of the application for co-financing and against the content of the letter(s) of intent attached to the application in accordance with the template constituting Annex 1 to the Rules of the Call for Proposals. In addition, details concerning technical requirements for the letter of intent are presented in point 2.5.1.1 of the Rules of the Call for Proposals.

Relevance of the criterion: Any project which does not fulfil this criterion will be rejected at the stage of formal evaluation.

Criterion 6

“The application for project co-financing is submitted in a transnational partnership, which means that:

1. project’s objective, output(s) and result(s) must be connected to transnational cooperation and demonstrate the added value of such cooperation;
2. rationale for using transnational cooperation to achieve the project objective has been provided.”

Definition of the criterion:

Re 1.

The specific objective of the project must correspond to the specific objective of the OP KED for Measure 4.3, and the main objective of the project must be linked to transnational cooperation.

The project promoter describes the added value of transnational cooperation, in line with the definition of the added value, i.e. taking into account the fact that “the main objective can only be achieved as a result of established transnational cooperation and cannot be achieved without such cooperation; a given output or result could not have been achieved, if the project was implemented only in Poland, or such outputs and results may have better quality, be in a greater number or have a greater scope thanks to transnational cooperation”.

The project promoter identifies at least one product and result, obligatory for Measure 4.3, in line with point 2.4.1 of the Rules of the Call for Proposals.

The information for this part of the criterion should be provided in point 3.1.1 “Objective implementation indicators” and point 3.1.2 “Identify the main objective of the

project and describe how the project will contribute to achieving the specific objective of OP KED” of the application for co-financing.

Relevance of the criterion:

Any project which does not fulfil this criterion will be rejected at the stage of substantive evaluation.

Re 2.

The project promoter must present the rationale for establishing transnational cooperation with transnational partner(s) indicated in the application for achievement of the main project objective. The rationale should be presented along with the description of the added value of transnational cooperation.

The information for this part of the criterion should be provided in point 3.1.2 “Identify the main objective of the project and describe how the project will contribute to achieving the specific objective of OP KED” of the application for co-financing.

Relevance of the criterion:

Any project which does not fulfil this criterion will be rejected at the stage of substantive evaluation.

Criterion 7

“Implementation of a transnational cooperation project consists of 6 stages:

1. Development of a solution in cooperation with a transnational partner;
2. Testing of the developed solution in the project target group, with possible support from the transnational partner;
3. Analysis of the effects of the tested solution, taking into account the opinions of expert(s) and the support of the transnational partner;
4. Development of the final version of the product (model, tool or solution), ready for implementation, taking into account the results of testing and the analysis, including the support of the transnational partner;
5. Actions related to practical implementation of the solution, also taking into account the support of the transnational partner;
6. Development of recommendations for institutions of the user (that may also be a beneficiary or national partner(s)) in order to ensure that the solution developed under the transnational cooperation project is efficient and sustainable.

Definition of the criterion:

The project promoter is required to describe all stages of transnational cooperation project implementation in the application for co-financing. All stages are necessary to properly implement the project and achieve its objectives. Actions 1, 3, 4 must include a transnational partner, whereas for stages 2, 5, and 6 actions involving a transnational partner are not mandatory. However, the authority organising the call for proposals recommends that transnational partners should be involved in as many project implementation stages as possible, in accordance with the needs for the development (and adaptation) of solutions in order to achieve their highest possible quality, it also results from the value of transnational cooperation.

All stages are described in detail in paragraph 1.5.4 of these Rules. Information for this part of the criterion should be provided in point 4.1 “Tasks.”

Relevance of the criterion:

Any project which does not fulfil this criterion will be rejected at the stage of substantive evaluation.

Criterion 8

“As of the day of submission of the application for co-financing, the applicant or national partner(s) shall have at least 3 years of experience in activities within the substantive area of the project.”

Definition of the criterion:

The project promoter provides, in a way clearly identifiable for the evaluator, the specific period during which the project promoter obtained the required experience in activities within the substantive area of the project.

“At least 3 years of experience in activities within the substantive area of the project” means the experience of a given institution (project promoter or national partner) and not its employee(s). Furthermore, the period of three years must concern at least one institution (beneficiary or national partner) – the experience of the beneficiary and national partner(s) cannot be added up.

The experience within one institution does not have to last three years without interruption – it may consist of several periods when the experience in a given area was obtained, but after adding up the duration of experience must amount to at least 3 years. It should also be noted that the criterion verifies the duration of experience

and not the number of undertakings carried out during a given period. Therefore, if in a given year the project promoter implemented more than one undertaking confirming its experience within the substantive area, e.g. one between 1 January and 31 March 2014 and another between 1 January and 31 April 2014, the experience amounts to 4 months (3+1) and not 7 months (3+4).

The information provided in the application for co-financing must specify the scope of activity in the substantive area of the project promoter or national partner. The substantive area of the project is the area identical to the theme of the call for proposals (investment priority), under which the project promoter submits its application. Experience in the substantive area of the project concerns in particular the current activity, implementation of projects, undertakings, grants and orders.

Information about the fulfilment of this criterion should be provided in point 4.4 “Experience of the applicant and partners” of the application for co-financing.

Relevance of the criterion:

Any project which does not fulfil this criterion will be rejected at the stage of substantive evaluation.

Criterion 9

“The applicant must sign and attach the agreement on transnational cooperation to the application for co-financing.”

Definition of the criterion:

The data of the transnational partner and the tasks planned in transnational cooperation must be entered into the application for project co-financing.

The transnational cooperation agreement attached to the application for co-financing provides information compliant with the minimum scope of information specified in Annex 1 to the Rules and constitutes a confirmation of transnational partnership.

This criterion will be verified against the contents of the transnational cooperation agreement attached to the application in accordance with Annex 1 to the Rules, point 2.9 “Partners”, point 4.1 “Tasks”, Part VII “Project implementation timing” of the application for co-financing. In addition, details concerning technical requirements for agreement preparation are presented in point 2.6. of the Rules.

Relevance of the criterion:

Any project which does not fulfil this criterion will be rejected at the stage of formal evaluation.

Criterion 10

“The applicant must register every submitted project in the database of partners for projects submitted under the Common Framework.”

Definition of the criterion:

In order to monitor the projects implemented under the Common Framework, information about every submitted project must be entered into the database. The applicant is required to register a project before submitting an application for co-financing and to certify that fact in the application.

This criterion will be verified on the basis of the Applicant’s declaration: “I declare that the project has been registered in the Common Framework database” in paragraph 3.1. of the application for co-financing and on the basis of information verified by the authority organising the call for proposals in the database.

On the website of the authority organising the call for proposals there is a project registration manual prepared by the EC.

Relevance of the criterion:

Any project which does not fulfil this criterion will be rejected at the stage of formal evaluation.

Criterion 11

“The application for co-financing includes the practical implementation concept for the solution developed in transnational cooperation, also after the completion of the project implementation.”

Definition of the criterion:

Solution implementation stands for the practical use of a new instrument/tool/approach developed under the project in accordance with the assumptions laid down in the application for co-financing.

For the sake of project result durability, the beneficiary must ensure that the developed solution will also be applied in the form and scope provided for in the application for co-financing after the project is completed.

The beneficiary must thoroughly think through and accurately plan practical implementation of the developed solution already at the preparatory stage of the application for co-financing. The description of the implementation concept must include the following information:

(a) Concerning the form and manner of practical implementation of the solution developed in transnational cooperation and expected type of institution(s) where the solution will be implemented (including at national partners of the beneficiary or other entities provided for in the application for co-financing);

The form of implementation, on the basis of a decision of a relevant management entity, depends on the specificity of the institution and of the solution itself;

(b) Proving the plausibility of implementation for the developed/adapted solution, i.e. indicate that it may be implemented directly under the project in the existing national conditions i.e. on the day of application submission (e.g. without any need for legislation amendments). Implementation of comprehensive solution(s) stands for practical implementation by the entities whose substantive tasks the solution concerns.

The criterion is verified based on the data provided by the project promoter in point 3.1.2 “Identify the main objective of the project and describe how the project will contribute to achieving the specific objective of OP KED” of the application for co-financing.

Relevance of the criterion:

Any project which does not fulfil this criterion will be rejected at the stage of substantive evaluation.

Criterion 12

“The minimum project duration is 18 months and the maximum – 36 months.”

Definition of the criterion:

Pre-defined project duration will allow applicants to precisely plan their undertakings, including the stage of implementation of the new solution. This will have a positive impact on increasing the effectiveness of the undertaking, including i.a. efficient financial settlement of the implemented projects. The proposed project duration is also sufficient to prepare, and then fulfil, the tasks planned under the project and potentially undertake rel-

evant corrective measures in case of difficulties with the project implementation.

The specified minimum and maximum duration gives the applicants the flexibility with regard to planning the project duration depending on the needs of applicants.

The criterion is verified against the information provided by the project promoter in point 1.7 “Project implementation time” of the application for co-financing.

Relevance of the criterion:

Any project which does not fulfil this criterion will be rejected at the stage of formal evaluation.

2.3 Transnational partnership

1. With a view to joint implementation of a transnational cooperation project the project promoter must conclude a partnership agreement with at least one partner from a European Union country other than Poland. Partnership is established according to the terms and conditions of the partnership agreement. The project applicant acts as the partnership leader.
2. When choosing partners, the requirements of the Act, referred to in Article 33, must be applied. In addition, when implementing a partner project the other requirements set out in the general formal criterion 8 must be met, in accordance with Annex 15 to the Rules.
3. Prior to signing the agreement for funding of the project, the authority organising the call for proposals again verifies compliance with criteria relating to the exclusion from funding opportunities, links between the entities forming a partnership, and the conclusion of partnership agreements.
4. Information about the partner’s participation should be included in the application for co-financing, in line with the Instruction.

The transnational cooperation agreement:

5. A transnational cooperation agreement must be signed before submission of the application for co-financing. It must contain the minimum information scope specified in Annex 1 to the Rules of the call for proposals.
6. A transnational cooperation agreement must be attached to the application for co-financing and registered in the database together with the application.
7. Regardless of the number of partners in the project, one transnational cooperation agreement is signed.
8. The transnational cooperation agreement is drawn up in Polish or English. If the transnational cooperation agreement is signed in English, its translation into

- Polish, certified to be a true copy of the original, must be submitted to the institution organising the call for proposals. The agreement does not have to be translated by a sworn translator.
9. All documents concerning the implemented agreement are presented in Polish or in Polish and in English to the institution organising the call for proposals.
 10. The agreement is signed by project promoter who also represents the national partners and the transnational partner(s). The transnational cooperation agreement must be signed by the person(s) authorised to make binding decisions on behalf of the project promoter, indicated in point 2.7 “Person(s) authorised to make binding decisions on behalf of the applicant” of the application for co-financing.
 11. A copy of the transnational cooperation agreement, certified to be a true copy of the original by a person authorised to represent the project promoter, i.e. indicated in point 2.7 “Person(s) authorised to make binding decisions on behalf of the applicant” of the application for co-financing, can be submitted.
 12. The institution organising the call for proposals accepts the submitted transnational cooperation agreement immediately after its submission by the project promoter. If amendments to the transnational cooperation agreement are necessary, the project promoter submits the amended version by the deadline specified by the institution organising the call for proposals.
 13. The participation of partners, which consists in particular in contributing human, organisational, technical, or financial resources, must be adequate to the purposes of the project. Regardless of the division of tasks and responsibilities under the partnership, the project promoter (partnership leader) shall bear the ultimate responsibility for the project implementation as a party to the agreement for funding of the project.
 14. A partner is involved in the implementation of the entire project, which means that a partner also participates in the preparation of the application for co-financing and project management. A partner can participate in the implementation of a part of the tasks in a project.
 15. The project promoter cannot employ the partners’ employees as the project personnel and vice versa.
 16. The project promoter cannot commission the purchase of products or services to the partner and vice versa.
 17. Funds for financing the costs of the tasks implemented by the transnational partner in the project are provided to the transnational partner by the project promoter (leader) only as reimbursement of the costs incurred by the partner.
 18. All payments between the project promoter (leader) and partners made in relation to the project implementation are made via a separate bank account of the beneficiary (leader) dedicated to the project.
 19. The partners shall incur expenditure in line with the Guidelines on eligibility of expenditure within the framework of the European Regional Development Fund, the European Social Fund, and the Cohesion Fund for 2014–2020 and the Rules of the call for proposals.
- Changes concerning the partners:
20. Changes concerning the partners (resignation of a partner/partners or termination of the partnership) in the application recommended for funding, i.e. after evaluation is completed, but before the conclusion of the agreement for financing of the project, are treated as changes in the project and require notification to the institution organising the call for proposals and its written consent.
The institution organising the call for proposals requires that each new partner provides a similar standard of implementation of the tasks planned for the existing project partner, relevant to the original application. The consent of the institution organising the call for proposals triggers the need to adjust the application for co-financing and to amend the transnational partner cooperation agreement or conclude a new agreement. Analysis of changes concerning the partner(s) does not stand for the necessity to have the application re-evaluated substantively. The institution organising the call for proposals does not require submission of a letter of intent signed with a new partner/partners. If a new partnership is not established, the institution organising the call for proposals does not sign an agreement for funding of the project with the applicant.
 21. Changes concerning partners (resignation of a partner/partners or termination of the partnership) during project implementation, i.e. after conclusion of the agreement for funding of the project, require immediate introduction of a new partner to the project. The institution organising the call for proposals requires that each new partner provides a similar standard of implementation of the tasks planned for the existing project partner, relevant to the original application. Analysis of changes concerning the partner(s) does not stand for the necessity to have the application re-evaluated substantively. A change concerning the partners is treated as a change in the project and requires notification to the institution organising the call for proposals and its written consent, subject to the requirements laid down in the agreement for funding of the project.

The consent of the institution organising the call for proposals triggers the need to adjust the application for co-financing and amend the partner agreement or conclude a new agreement. If a new partnership is not established, the institution organising the call for proposals terminates the agreement for funding of the project with the beneficiary.

22. It is also possible to change a partnership composition by introduction of an additional partner, unforeseen in the application for co-funding of the project, both after the evaluation but prior to the conclusion of the agreement for funding of the project, and after the conclusion of the agreement, during project implementation. Adding a new partner to the project cannot result in the introduction of new type of tasks to be implemented by the partner(s), it can only result in an increase in the number of partners performing tasks to be implemented in the partnership. Adding a new partner can only stand for increased involvement of partners in the project implementation, but it cannot involve the assignment of new tasks of a type different than originally defined to the partners. The tasks may also be shifted between the partners. A change concerning the partners is treated as a change in the project and requires notification to the institution organising the

call for proposals and its written consent, subject to the requirements laid down in the agreement for funding of the project. The consent of the institution organising the call for proposals triggers the need to adjust the application for co-financing and amend the transnational cooperation agreement or conclude a new agreement.

2.4 Financing transnational cooperation

1. Expenditure related to establishing a transnational partnership is eligible as long as it is consistent with the approved application for co-financing.
2. The costs incurred in connection with establishing a transnational partnership are eligible up to PLN 6,000. NOTE: Establishing a transnational partnership is understood as actions taken with a partner with whom a transnational cooperation agreement will be signed for the benefit of a project implemented under the call for proposals. NOTE: Costs incurred in connection with establishing a transnational partnership are eligible only if the contract/agreement for funding of the project is actually signed.
3. Transnational cooperation is financed in line with the reciprocity principle, described in part 2.1. of the Rules.

Appendix 2

A coordinated transnational call for proposals in the field of: Social Economy, Inclusion, Youth Employment and Migrants in SWEDEN

The Swedish ESF-Council, the managing authority of the ESF in Sweden, is launching this call in order for to promote project cooperation and mutual learning among the member states of the European Union. The aim is to apply or develop methods in a transnational context together with at least one partner from another member state (preferably at least two), within the following themes:

- Social Economy,
- Inclusion,
- Youth Employment or
- Migrants.

Specific priority will be given to projects addressing the EU strategy for the Baltic Sea Region (EUSBSR) and projects demonstrating social innovation.

The call is a part of the Swedish ESF-programme priority 2 Increase transition to work, sub-theme 2.3, *Apply and*

develop methods for women and men who are far from the labour market.

The amount launched is 63 million SEK (approximately 7 million Euros) to be allocated among the themes. The projects will be financed 100 per cent and therefore no co-financing is needed from the projects themselves. Eligible costs are: Swedish activities taking place in Sweden and abroad according to the transnational agreement. Covering costs for the other transnational partners are not approved.

This call opens today the 3rd of May 2016 and ends the 30th of September 2016. Starting date for the projects will be in January 2017 and the latest finalizing date is the 31 December 2019. Projects can last between 18-36 months.

Background

Transnational cooperation is an “easy” way for projects to develop innovation strategies. Good practices from other member states can have a powerful impact in stimulating reflection from other organizations. Social innovations are not only good for society but also increase the individual’s ability to act since they are based on participation and empowerment.

In the previous programming period there was a lack of coordination among the member states regarding the calls which hindered projects transnational cooperation. In response to that the Common Framework was established in order to have coordinated calls on specific themes. This also meant that funding has been set aside in several member states for their projects participation. Not all member states have opted for participating or are just participating in some themes, but you can still cooperate with partners from all EU-countries as long as they have funding (ESF or other) for their participation.

A database is set up in order to help finding partners. It can be found on this address: <http://ec.europa.eu/esf/transnationality> (It will be activated in May.) Regardless if you already have a partner you will have to register as part of the application process, since it will be used by the member states to monitoring the matchmaking. The partnership has to be established and a transnational partnership agreement has to be drawn up before applying.

Sweden has chosen the following themes: Social Economy, Youth Employment, Inclusion and Migrants. For a description of what type of projects we expect see below. Our aim is to have projects within all themes and an indicative budget has been assigned each theme. Only one theme per application is allowed.

Expected results and effects of the projects

The funding for this call is from the subtheme 2.3 and from that follows that all projects should apply or develop methods for women and men who are far from the labour market regardless of subtheme. For all projects we expect a suitable transnational partnership should be established in order to achieve this objective.

For specific expected results and effects see each subtheme described below.

Social Economy

The indicative amount allocated to this theme is: 12 million SEK

The Swedish organisations and enterprises of social economy and civil society have much in common with the European counterparts. We encourage projects and organisations to establish transnational partnerships in order to together tackle the challenges within the field.

The organisations of social economy and civil society need to build major alliances in order to coordinate the resources. The transnational partnership is therefore an important factor in finding alternative ways to existing national arrangements or solutions.

The contribution from civil society organisations/social economy is very wide and comprise interventions that contribute to four important aspects; mobilising, supporting, educating and job creation. The entrepreneurship and enterprising of the sector encompasses different businesses, products and services even though not all are work-integrated social enterprises, the social aspect is highly vivid and integrated.

The objective of this theme is:

- New or improved sustainable solutions for the social economy and civil society in order to contribute to the EU 2020 strategy and to deliver high levels of employment productivity and social cohesion.

During the programming period of 2007-2013 Sweden was part of the transnational network on social economy. Two major result reports and several peer review PMs have been produced and are available at <http://www.socialeconomy.pl> The projects should take into account the achievements so far and build on results achieved.

In the Swedish ESF-Programme and the National ESF Action Plan one of the priorities is the role of social economy and civil society in the labour market both as an employability policy advocate and as an important employer. Some themes which could be of interest to develop together with transnational partners are; Ecological sustainability – green entrepreneurship, consolidation and growth of work – integrated social enterprisers through the use of social franchising, sustainable models for measuring social added value of the sector or social impact, cooperation between the social economy and public care in health issues etc.

We foresee that the projects are an alliance of several organisations in the civil society and social economy. The projects should engage the organisations themselves, the employed and members as well as unemployed and people from disadvantage groups (the final beneficiaries). The expected results need to include sharing and exchanging

knowledge of methods, products and/or solutions to increase employability and participation in the labour market of disadvantaged groups.

The expected results of the projects:

- Establishing well-functioning transnational partnerships, that brings the individual closer to the labour market or self-support/empowerment.
- New solutions or products that will be implemented.

Youth Employment

This subject is divided in two parts, projects targeting NEETs in general and one part where the aim is to implement the method mobility that was developed within the previous programme period.

NEETs

The indicative amount allocated to NEETs: 17 million SEK

The term NEET is used to describe young people who are not engaged in any form of employment, education or training. In 2011, some 14 million young people under the age of 30 years were not in employment, education or training across the EU as a whole. The EU average of youth (age 14-24) NEETs is 13.0 percent varying between 5.0 percent in (Luxembourg) to 22.2 percent (Italy)¹ Even though male NEET rates increased sharply between 2007 and 2013, young women's rates (15-29) remain higher in the majority of EU28 countries, reaching 17.7% in the EU28 average for 2013, compared to 14.1% for young men. Female NEET rates are particularly high (above 20%) in eastern European (BG, HR, RO, SK and HU especially) and southern European (EL, IT and ES) countries. Only in some countries (ES, HR, CY) are NEET rates for males slightly higher than for females due to the increase in unemployment among young men. NEET rates and gender gaps are higher among young non-nationals (i.e. citizens of another country) than among young nationals.²

Those with low levels of education are three times more likely to be NEET than those with third-level education. The risk is 70 percent higher for young people from an immigration background than nationals while having a disability or health issue is also a strong risk factor. There are high economic costs involved but that is not the only cost. NEETs are at higher risk of being socially and politically alienated. There are also large gender differences in the reasons for not seeking employment. Family responsibilities are a key issue for

young women, while the proportion of young inactive discouraged NEETs (i.e. those who consider it not worthwhile to seek employment because of the lack of opportunities) was almost twice as high among young men as among young women.

The EU Member States have tried a number of measures to prevent young people from becoming NEETs and to reintegrate those who are NEETs. The involvement of a range of stakeholders in the design and delivery of youth employment measures is essential. Successful policies need to be innovative. They introduce new ways of reaching out to their target groups, with outreach activities forming an important part of efforts to engage disfranchised young people, while incentives and marketing campaigns can be useful in the context of more universal youth employment services. The NEETs population is heterogenic and it needs to be addressed when designing projects and policies.

Expected results of the projects are:

- To develop, adjust or transfer methods between partners in order to promote mutual learning on the topic prevention of NEETs or reintegration. The target group should be women and men ages 18-30 that are far from labour market.
- To develop or adjust methods of outreach work in order to reach the NEETs target group.

Mobility

The indicative amount allocated to mobility: 12 million SEK
Projects within the current call should build on a common EU standard developed in the previous TLN Mobility (see <http://www.tln-mobility.eu/EN/Home/home.html> for more information). The project should therefore consist of a preparatory phase, a foreign work placement and then a follow-up phase. The participants in the projects should be youth in isolation. The aim is to create favourable conditions for the participants to break with a negative social context through work experience in another EU country. After the internship the projects cooperate with the employment service in order to build on the new experience of the participant. By drawing from that momentum of the internship it helps the participant to gain access to the labour market, or entering into studies. The target group: Women and men ages 18-30 that are unemployed or that are far from the labour market.

Expected results of the projects are:

- That women and men aged 18-30 years strengthen their self-esteem after the internship abroad.
- The projects should help women and men ages 18-30 that are far from labour market to enter work or studies.

¹ Eurostat Labour Force Statistics, (yth_empL_150).

² http://www.esf.se/Documents/V%C3%A5ra%20program/Social-fonden%202014-2020/youth-and-gender-in-the-esf_chantal-samek.pdf

Inclusion

The indicative amount allocated to this theme is: 12 million SEK.

The Europe 2020 strategy for smart, sustainable and inclusive growth sets targets to lift at least 20 million people out of poverty and social exclusion and to increase employment of the population aged 20–64 to 75 percent. The ESF focuses on employment as a means to eliminate discrimination, exclusion and poverty. Poverty depends on the organization of and interlinks between all sectors of society: the labour market, the family, social security systems, political life, the functioning of democratic institutions, etc. The structural dimension of poverty is closely related to its gender dimension, which goes beyond the statement that women are a potentially vulnerable group of citizens³.

Social exclusion arises when, for a variety of reasons, an individual, or a group, faces difficulties or discrimination in some aspects of their everyday lives. For example, a disabled man or woman who cannot get a job because employers doubt their abilities and they are 'excluded' from labour market. Ex-offenders, recovering drug abusers, ethnic minorities such as Roma, people with poor language skills – these are all examples of disadvantaged and vulnerable groups who are at risk of social exclusion and the poverty that can accompany it.

Expected results of the projects are:

- To develop or adapt methods to prevent discrimination, promote equal opportunities and equality between women and men and to get disadvantaged people, such as Roma, closer to the labour market. Particular attention should be devoted to those facing multiple discrimination.

Migration

The indicative amount allocated to this theme is: 10 million SEK.

A total of 229 000 persons were granted refugee status in the EU-28 in 2015, 56 000 subsidiary protection status, and 22 000 authorization to stay for humanitarian reasons. 83 percent of the asylum seekers in the EU-28 in 2015 were less than 35 years old those in the age range 18–34 years accounted for slightly more than half (53 %) of the total number, while 29 percent applicants were minors aged less than 18 years old.

The distribution of asylum applicants by gender shows that more men than women were seeking asylum. Among the younger age groups, males accounted for 55 percent of the total number of applicants in 2015. In the age gaps 14–17 or 18–34 years old, around 80 percent of the applicants were male, with this share dropping back to two thirds for the age group 35–64.⁴

The economic crisis has worsened discrimination against minorities and migrants and increased the employment gap between ethnic minorities and the majority population. Even if Sweden is highly ranked when it comes to immigrants formal possibilities there are vast differences in unemployment between immigrants and individuals from Swedish origin, specifically women. On average, it takes 7 to 10 years for half of the immigrants to establish themselves on the labour market: for men approximately 2–7 years, and for women 9–11. With the current situation with 160 000 people applying for residence permits it's important to address this.

Also age, education level and origin of the country's level of development and where in Sweden you live are factors determining the time it takes for someone to enter the labour market. Studies also show that the reason for immigration is an important explanatory factor. One explanation for the establishment of the new arrivals take longer in Sweden than in comparable countries is that Sweden receives a significantly larger proportion of refugees.

There are high demands on language proficiency in the Swedish labour market as well as on the level of education and few jobs are available that does not require this. The current measures involve language training, civic education and labour market measures – which has shown a low rate of success. The measures are criticized for not involving close relations with the actual labour market which means that the target group rarely has contact with employers because they are engaged in the modules mentioned above full time.

The labour market demand is focused on welfare services, where many professions are authorized. This increases the need for knowledge- and profession validation measures, supplementary education and sufficient language proficiency. Studies have shown that early integrated combinations consisting of proper validation, language training-professional Swedish and above all – consistent contact with employers have very positive effects on employment of newly arrived.

³ Please see: http://www.esf.se/Documents/V%C3%A5ra%20program/Socialfonden%202014-2020/poverty-and-gender-in-the-esf_strategi.pdf

⁴ Information från Eurostat http://ec.europa.eu/eurostat/statistics-explained/index.php/Asylum_statistics

In order to be the target group for this measure you need to have a residence permit in Sweden.

Expected results of the projects are:

- To develop or adjust innovative methods to facilitate establishment in the labour market for newly arrived women and men, based on individual approaches.
- To further develop and adjust methods of work based training in order for the migrants to get faster access to the labour market.
- To develop or adjust innovative methods in order to integrating newly arrived with entrepreneurial skills.

Description of the analysis- and preparation phase, implementation and finalising phase

The project period is between 18-36 months. You need to divide the time allocated into an initial analysis and preparation phase as well as taking into account that it will take time to finalize the project. Therefore project is divided into an initial analysis and preparation phase, an implementation phase and a finalisation phase. Individual phases and the project can be extended for a shorter period of time if agreed upon between the Swedish ESF-council and the project. These phases are also reflected in the budget and have its own allocations. There is one budget for initial analysis and preparation and one combined budget for the completion phase and the finalization phase.

Possible activities in the initial phase are meetings, analysis, mapping, establishing the organisation structure of the project on national and transnational level. The phase must be a minimum of three months and a maximum of nine months. The result of the analysis and preparation phase will be presented to the Swedish ESF-council in a report. The report has to problematize the issues the project will work with; defined target group for the project; include a plan for project implementation (including scheduled activities); address the plan for evaluation and for monitoring; include a final risk-assessment analysis and a specified final budget. If the report is not approved the project may be discontinued.

In the implementation phase the project carries out activities according to the project plan in an effort to reach the goals and effects of the project. Monitoring and evaluation is carried out in close collaboration with the Swedish ESF-council and the project evaluator.

The finalization phase can be a maximum of three months. Suggested activities are a finalization of the final report, finalization of the evaluators report, activities for dissemination and a final financial report.

The application should contain a description of the underlying problems and needs that the project will tackle. The application should also include a description of a possible solution for these problems and how the project will provide this solution. The activities in the project will be stated in the Transnational Cooperation Agreement so each part has to agree on it. The targets and activities of the projects shall be based on gender statistics in order to provide for gender inclusive strategies. The labour market is highly gender-segregated, with men unevenly distributed between the public, private and civil society sectors, and women and men performing different tasks and a lasting wage gap.

The Swedish part of the project can have cross financing activities related to European Regional and Development Fund.

Integrated measure for gender equality, accessibility for people with limited abilities and non-discrimination, “horizontal principles”

The projects must demonstrate how they will contribute to combating discrimination based on sex, racial or ethnic origin, religion or belief, disability, age or sexual orientation by paying particular attention to those facing multiple discrimination. And promote equal opportunities and to the promotion of equality between women and men according to ESF regulations Regulation (EU) No 1304/2013

The principles are to guarantee an inclusive project, where participants regardless of gender, limited abilities or of any other reason, are included in project activities on an equal basis. To ensure that all can grow and be empowered in order to gain access to work, study or entering into a labour market programme in their own terms.

The Social Fund projects should promote gender equality non-discrimination and equal opportunities on the basis of the Operational program’s objectives, targets and priorities. This is done by the project having expertise internally or through external support. An analysis of the core themes from a gender equality and discrimination perspective should be undertaken and the results included in the definition of the specific problem that the project addresses. The activities should also take into account gender mainstreaming in line with the analysis, and that the gender perspective should be included in the evaluation of the project.

Please do contact the support structure ESI-support when making your application: helpdesk@esisupport.se

They have an in-depth knowledge and experience with the horizontal principles. You can find more information on: <http://standard.gendercop.com>

Monitoring and evaluation

All projects financed by the European Social fund have to be monitored and evaluated.

Monitoring differs from evaluation in that it is based on documentation and regular follow-ups. Baselines, indicators and status reports are important parts of monitoring. The projects are to describe how they will monitor and evaluate the results and actions taken.

Both the national and transnational parts of the project must be evaluated and therefore it is important to include transnational travels for the evaluators.

Project evaluation aims to contribute knowledge to the management of the project and project / steering committee on how the results will be incorporated in organizations' development needs. Regardless of the type of project, however, the evaluation should contribute to the knowledge and benefits on several levels. It is up to both the evaluator and project management to ensure that relevant stakeholders will benefit from the evaluation. The evaluation will study both processes and results and impacts of the project connected to the call.

In the application form there should briefly be described:

- How the evaluation and its results will be used and how it contributes to the implementation of the project and how it strengthens the development of the participating organizations.
- How the project will be evaluated concerning gender equality, non-discrimination and equal opportunities.
- Resources earmarked for monitoring and evaluation and feedback of results.

The concrete evaluation plan for a project should be designed in consultation with the Swedish ESF Council. The project evaluation should primarily be called off from the Swedish ESF Council's framework of procurement. The purpose of the framework agreement is to ensure the quality of evaluation and to simplify the procurement process for the projects.

In anticipation of the Swedish ESF Council framework agreements to be finalized the projects themselves may procure evaluators after consultation with the Swedish ESF Council. Conditions surrounding the evaluation will be clarified during the assessment process of the application.

See also www.esf.se for tutorials and more information on evaluation.

Selection criteria

The project must fulfil the Swedish selection criteria, please visit see www.esf.se. At the time of finalising the application a transnational agreement (in English) must be enclosed. The template (please visit www.esf.se) must be filled and signed by all parties. The Swedish ESF Council prefers to have the application in English to ensure it can be read by all transnational parties.

The Swedish ESF council has a special assignment to take into consideration the European Baltic Sea Strategy and priority will be given to projects cooperation in that geographical area in line with the strategy. We specifically want to see cooperation of this sort within the Youth theme.

Social innovation addresses the risk of organizations to develop its own solutions in ignorance of developments elsewhere, so transnational cooperation is suited for transfer of good ideas across Europe. Transnational cooperation is an "easy" way for organizations to develop innovation strategies. Good practices from other member states can have a powerful impact in stimulating reflection by an organization. Therefore priority will be given to projects demonstrating a degree of social innovation.

Conditions for the implementation of the projects

Standardised costs

The Swedish ESF-Council acknowledges the flat rate and standardised costs according to the delegated act (EU) 2015/2195. For more information see: www.esf.se

When Swedish parties are budgeting they have to use these costs. If other parties are to be reimbursed, their costs are to be registered as "Services (externa tjänster)" in the Swedish budget.

Eligible costs are: Swedish activities taking place in Sweden and abroad according to the transnational agreement. Covering costs for the other transnational partners is not approved.

State aid

ESF is regulated by the state aid rules, please visit www.esf.se. A list of grants that have been categorised as state aid must be provided including de minimis (minor grants that add up to 1 678 000 Swedish crowns (or 200 000 euros).

Cost efficiency and procurement

If a public actor is administratively responsible for the project, its buying of products and services are regulated by the law of public procurement (Swedish LOU). The law is valid for local, regional, national and transnational activities.

Other organisations, private or NGOs, are to follow the principles of transparency, non-discrimination, mutual acknowledgement, proportionality and equal standing when procuring products and services on local, regional, national and transnational level. A preliminary plan of procurement and cooperation agreements must be attached to the application. Please visit <http://www.konkurrensverket.se/upphandling/om-upphandlingsreglerna/om-lagstiftningen/upphandling-sprinciperna/> (in Swedish).

Web-based application in “Projektrummet” and the partnership database

If you are applying for the first time, you need to open an account in “Projektrummet” (www.esf.se) and in the partner search database (<http://ec.europa.eu/esf/transnationality>). You can find a template for the Transnational Cooperation Agreement on www.esf.se and you also need to indicate your partners in the partnership database. More information on this will be published as soon as the database has been released. The signed (by all partners) transnational cooperation agreement and other attachment are to send by e-mail to esf@esf.se or by post to Svenska ESF-rådet, Box 471 41, 100 74 Stockholm.

Appendix 3

Simplified cost options – Sweden 2014-2020

Simplifications:

- Standard scales of unit cost – wages (DA ESF 14.1)
- Standard scales of unit cost – participants’ allowances (co-financing) (DA ESF 14.1)
- Flat-rate indirect costs 15 % (CPR art. 68.1b)
- Unit costs for mobility, travel and hosting organisations for youths – TN Mobility (CPR 67.5b)

Approved in DA (EU) 2015/2195:

- Unit costs wages priority axis 1 (supply of skills)
- Unit cost wages (co-financing) PA 1
- Unit costs wages PA 2 (Increased transition to work) and PA 3 (YEI)
- Unit cost wages (co-financing) PA 2/3
- Unit costs participants’ allowances PA 2 (Increased transition to work) and PA 3 (YEI)

Unit costs wages:

- Based on national wages statistics from Statistics Sweden (governmental agency)
- Wage statistics organized and presented by Swedish Standard Classification of Occupations 1996 (SSYK 96)
- SSYK organises occupations in a hierarchic based on to main concepts:
 - The concept of kind of work
 - The concept of skills

Unit costs wages priority axis 2 / 3:

- Identification of five relevant and necessary occupations to run ESF operations in PA 2/3;
- Project manager, project worker (of different skills), project accountant and project administrator
- Survey of completed operations to determine relevant wage statistics to be included in the calculation of unit costs

Unit costs co-financing by participants’ allowances priority axis 2 and 3

- Unit costs calculated for the most common used allowances in ESF operations
- Based on national statistics
- Unit costs participants’ allowances for:
 - Social assistance
 - Activity grant and development allowances
 - Social security and sickness benefit (short-term)
 - Sickness benefit, rehabilitation benefit and work and professional injury benefit

For transnational activities there are special SCO for Mobility project (according to youth and IdA-concept), and we have the same costs options as the Erasmus+ program. Transnational costs are only eligible for the Swedish project promoter, not the transnational partners.

Also available

TRANSNATIONAL COOPERATION IN THE ESF 2014-2020, an introductory guide (version 2 - November 2015)

This guide sets out the rationale for transnational co-operation in the ESF and describes the components of the Common Framework established in the 2014-2020 period to remedy the shortcomings experienced in the previous period. These include the common themes, the co-ordination of calls for proposals, the thematic networks and the EU-level platform. It also covers the possibilities of the flexible approach, the mainstreaming of gender and social innovation, and how the ESF can contribute to Macro-Regional Strategies. It concludes with answers to frequently asked questions, references, a list of National Contact Points and an extract from the relevant legislation.

THEMATIC NETWORKING – A GUIDE FOR PARTICIPANTS. TECHNICAL DOSSIER NO. 1 – APRIL 2016

This dossier is a comprehensive guide to making a success of the ESF Transnational Platform's mutual learning function. It describes the role and functioning of the nine thematic networks that support transnational co-operation in the ESF. It sets out the different stakeholders involved, and suggests a number of principles and tools for animating their interaction. It details the planning phase, including how to carry out a problem assessment and construct a logical framework.

It explains the procedure for co-ordinating calls for proposals before covering various tools to support mutual learning: selecting good practices, conducting peer reviews, and preparing case studies and policy briefs. Separate chapters address the effective use of web conferencing, social innovation, gender mainstreaming and the expense reimbursements system.

These documents are available for download, in English, at <http://ec.europa.eu/esf/transnationality>.

To find more about the ESF please visit

<http://ec.europa.eu/esf>

You can download our publications or subscribe for free at

<http://ec.europa.eu/social/publications>

If you would like to receive regular updates about the Directorate-General for Employment, Social Affairs and Inclusion sign up to receive the free Social Europe e-newsletter at

<http://ec.europa.eu/social/e-newsletter>

<http://ec.europa.eu/social/>

