



Estonia
Latvia
Russia

ENPI cross border
cooperation programme



part-financed by
the European Union

united by borders

**Partner Search
Forum, Daugavpils
5 October 2010**

Main Partnership Requirements of the Programme

Joint Technical Secretariat

Basic partnership requirement

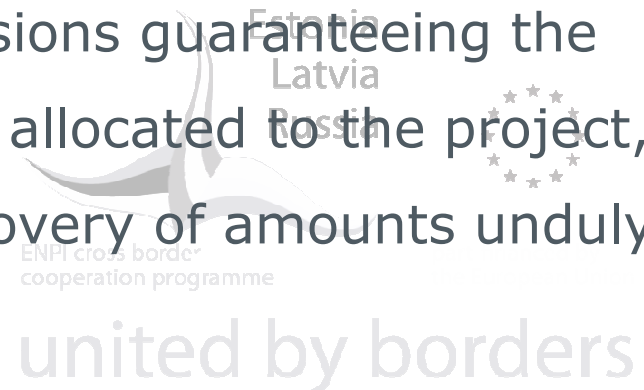
The Programme will finance activities within the projects which have (is aimed to keep) a purely cross border character and involve at least two partners, of whom at least one project partner shall be located in the Programme area in one of the Member States and at least one project partner located in the Programme area in the Partner Country.



Documents signed by partners

Each project partner (including the Applicant) intending to participate in the project has to sign a **Partnership Statement** (see Annex 2 of the Guidelines) to be submitted in the Application and the Partnership Agreement to be submitted before signature of the Grant Contract.

The **Partnership Agreement** is to be signed before the signature of Grant Contract and it has to set the rights and obligations of the partner(s), provisions guaranteeing the financial management of the funds allocated to the project, including the arrangements for recovery of amounts unduly paid.



Partnership is

Benefits

Joint activities
Added value
Financing
Additional capacity
Additional possibilities
New experience

Obligations

Co-financing
Reporting
Expenditure verification
Publicity
Procurement



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Lead Partner Principle

After approval of the project, the applicant signs the Grant Contract with Contracting Authority and assumes full legal and financial responsibility for the project management and implementation vis-à-vis the authority. It receives the Grant from the Contracting Authority and ensures that it is managed and distributed in accordance with the Partnership Agreement signed with the project partner(s)



Responsibilities of the Applicant/ Beneficiary

- signing the Partnership Agreement
- signing the Grant Contract
- setting up and maintaining efficient and reliable project implementation system
- representing the project
- implementation of the project in line with the approved Application and Partnership Agreement
- timely and correct reporting



Responsibilities of the Applicant/ Beneficiary (2)

- requesting and receiving payments from the Joint Managing Authority
- transferring payments to the project partners
- ensuring that the relevant EU, PRAG and national legislation is observed
- observance of the project budget
- ensuring production and maintenance of all documentary evidence required for control



How to manage project partnership

- ❑ each project partner must nominate **a local coordinator**, who is the contact person with the project manager **and a book-keeper**, who is responsible for book-keeping within the project in the project partner organisation.
- ❑ it is recommended to form a **Steering Group** consisting of all project partner representatives and being responsible for monitoring of the implementation of the project according to the provisions of the Grant Contract, reviewing and approving project's work plans and reports



**Wishing you good luck in finding
the right partners,**

Your JTS

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