

# Lead Partner Seminar Introduction

21 January 2021 - ONLINE

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Joint Secretariat of the Interreg IPA CBC Italy-Albania-  
Montenegro

# Rules for online meetings



1. Switch off your microphone
2. Confirm your name-surname in the chat
3. Raise your hand for questions
4. Be short and to the point





# Increase understanding of programme requirements

- Increase awareness of key rules
- Common understanding
- Provide some answers to some questions



# Today agenda



- 10:30 Introduction
- 10:45 Reporting and project changes
- 11:15 eMS procedures
- 11:30 Q&A
- 11:40 Eligibility and public procurement
- 12:10 Q&A
- 12:30 -13:00 For Italian Partners (FLC)

# PLEASE CAREFULLY READ THE MANUAL



## CHAPTER Project and programme implementation

<https://www.italy-albania-montenegro.eu/tools/programme-manual/implementation>

- 4.1 Reporting procedure**
- 4.2 eMS user manual – reporting procedure
- 4.3 Public procurement**
- 4.4 Financial management and FLC guidelines
- 4.5 Project communication
- 4.6 State aid
- 4.7 Project changes**
- 4.8 eMS User manual FLC procedure
- 4.9 “Nulla osta” release procedure for the Italian First Level Controller
- 4.10 Eligibility rules**
- 4.11 Fraud risk management and antifraud measures



# Teams Managing Authority Joint Secretariat



MANAGING  
AUTHORITY  
JOINT  
SECRETARIAT

**Head of section** Mr. Crescenzo Antonio Marino

**Administrative financial coordination of axes** Ms. Stefania De Pascalis

**Administrative financial coordination of TA** Ms. Elina Caroli

**Designation of Italian FLC s** Mr. Michele De Pascale

**Technical assistance to MA** Mr. Francesco Carabellese

**Technical assistance to MA** Mr. Fabrizio Errico

**Coordinator** Mr. Mauro Novello

**Operational secretary** Mrs. Aferdita Mezini

**Communication officer** Mrs. Ileana Inglese

**Finance officer** Mr. Antonio Agrosi

**Project officer** Mrs. Chiara Campanile

**Project officer** Mrs. Aurora Maria Losacco

**Legal officer** Mr. Davide Marcianò

**National Info Point Albania** Mr. Ergi Curri

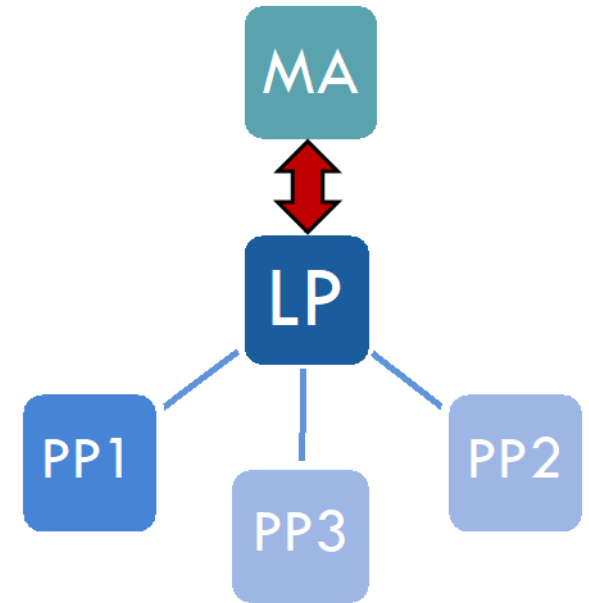
**National Info Point Montenegro** Mrs. Dunja Nelević

# Legal background



1. **EU Regulations/financing agreements**
2. **National laws and rules**
3. **Cooperation programme**
4. **Decisions by JMC and MA**
5. **Subsidy contract:**

- ✓ signed by MA + LP legal representatives,
- ✓ LP responds: e.g. MA recovers irregularities from LP!



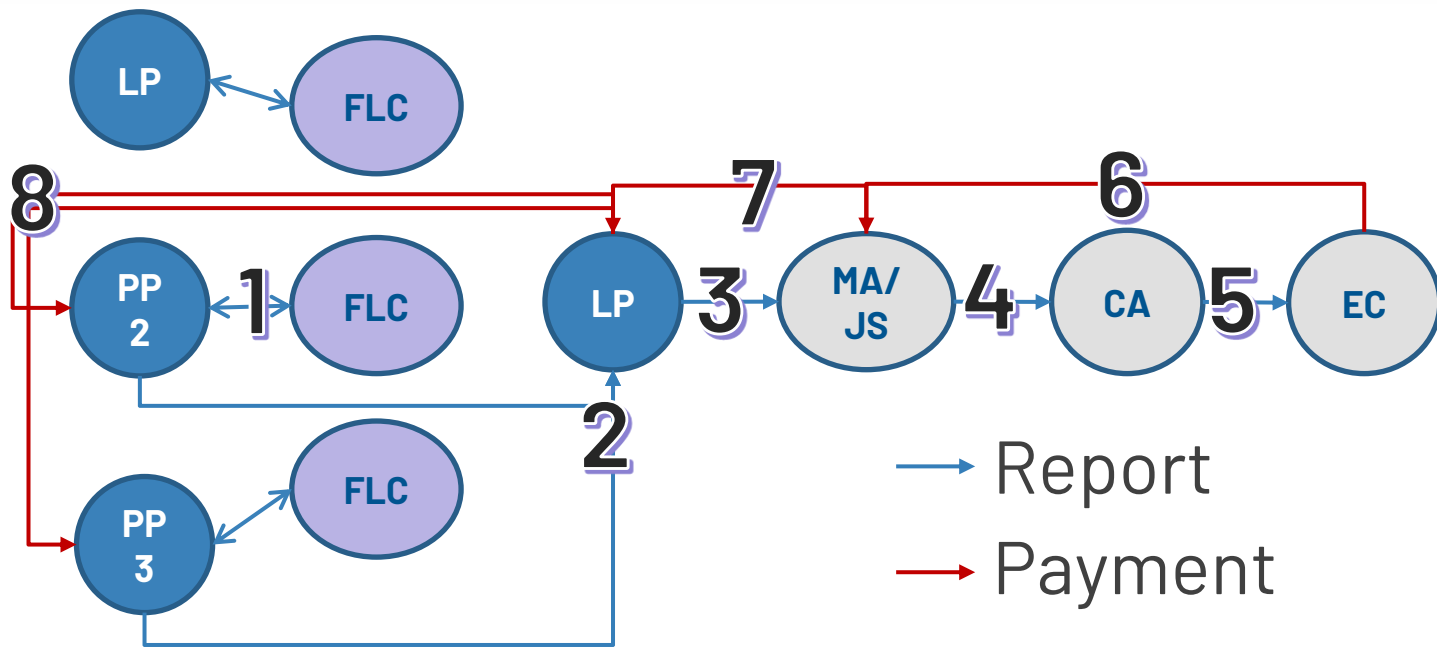
## KEY ADVICE



- ✓ Carefully read contracts / check consequences!
- ✓ Lead Partner is responsible for entire project!
- ✓ Lead Partner, National Controllers, JS/MA may not agree with expenditures!
- ✓ Auditor comes for sure:  
... THIS IS TOO LATE!
- ✓ Ask for advice as soon as possible!



# Reporting and payment flows



# Timelines for reporting and control



- ✓ 2 deadlines fixed in the subsidy:

Expenditures incurred	Deadlines	Time for reporting + FLC
01 Jan. yy – 30 Jun. yy	30 Sep. yy	90 days
01 Jul. yy – 31 Dec. yy	31 Mar. yy+1	90 days

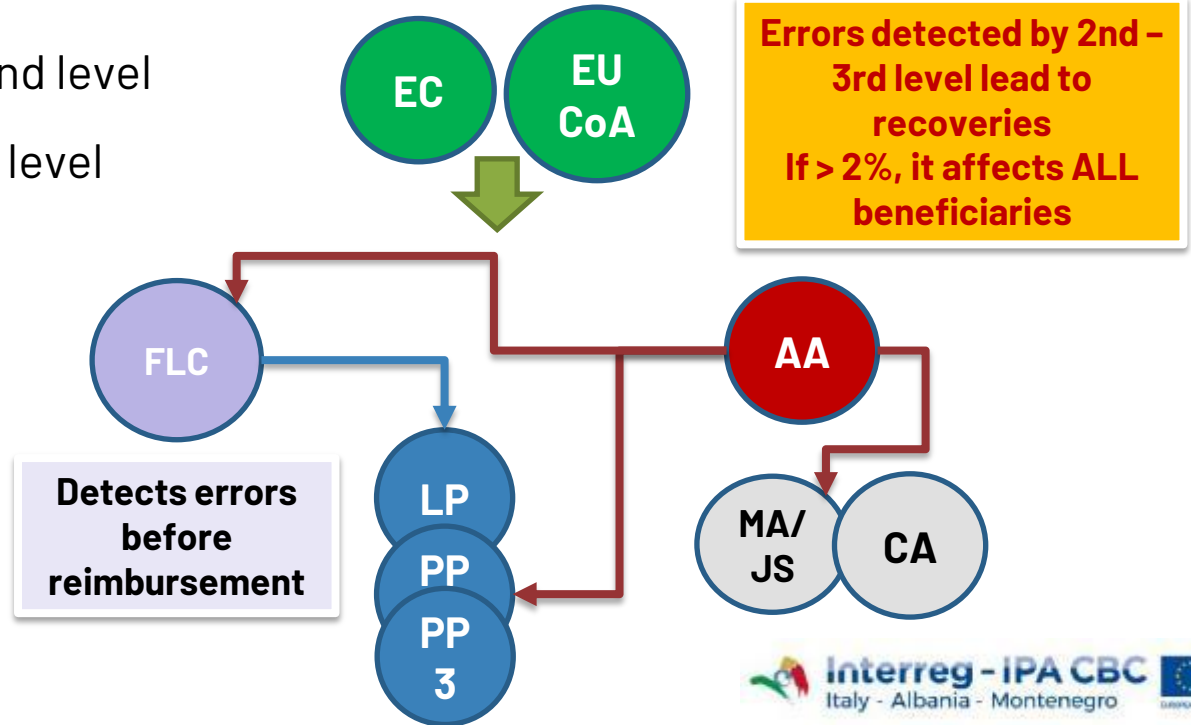
- ✓ Beneficiaries must agree with FLC internal deadlines:

Steps	Necessary time
Beneficiary collect documents, submits report to FLC	28 days e.g.
FLC certifies + requests integrations etc.	42 days e.g.
Lead partner reports (incl. all certificates to MA)	14 days e.g.

# Control levels



- FLC First level
- AA Second level
- EC Third level



# Key documents



All documents are available at:



[www.italy-albania-montenegro.eu](http://www.italy-albania-montenegro.eu)

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