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**Interreg - IPA CBC**  
Italy - Albania - Montenegro



EUROPEAN UNION



# Seminar for First Level Controllers of the Interreg IPA CBC Italy-Albania-Montenegro

## **INTRODUCTION**

Bari, 16 April 2019

Mauro Novello - *Joint Secretariat / Managing Authority*



REGIONE PUGLIA

# Objective of the Seminar



- ✓ **Increase understanding of programme requirements for First Level Control**
  - ✓ Increase awareness and common understanding of key rules
  - ✓ Provide some answers to some questions
  - ✓ Identify bottlenecks / solutions



# Agenda of the LP Seminar

- ✓ 9:30 – 13:00 Session 1
  - 9:30 Intro
  - 9:45 Eligibility
  - 11:00 eMS procedures
  - Questions and answers



# Who we are

- ✓ Total budget: 92.707.558 euro
- ✓ 1 UE Country: ITALY (Puglia and Molise)
- ✓ 2 IPA Countries: ALBANIA (whole territory)  
MONTENEGRO (whole territory)
- ✓ 4 axes:
  - 1) SME competitiveness
  - 2) Tourism and culture
  - 3) Environment
  - 4) Transport
- ✓ Managing authority: Dept. Econ. Devel. Puglia Region





**The origins of the  
FLC**



# What legal basis?

- ❑ IPA II (Reg. no. 231/2014)
- ❑ IPA IR (EC Reg. no. 447/2014)
- ❑ CPR (Reg. no. 1303/2013)
- ❑ ETC (Reg. 1299/2013) **article 23 (4)**
- ❑ Financial Regulation (Reg. No 547/2014)
- ❑ Financing Agreements signed between the EC and Albania and Montenegro



# What guidelines?

- **Programme Manual (factsheets)**
- MEF - IGRUE «CARATTERISTICHE GENERALI DEL SISTEMA NAZIONALE DI CONTROLLO DEI PROGRAMMI DELL'OBIETTIVO COOPERAZIONE TERRITORIALE EUROPEA 2014 – 2020»
- **Description of the Management and Control System**



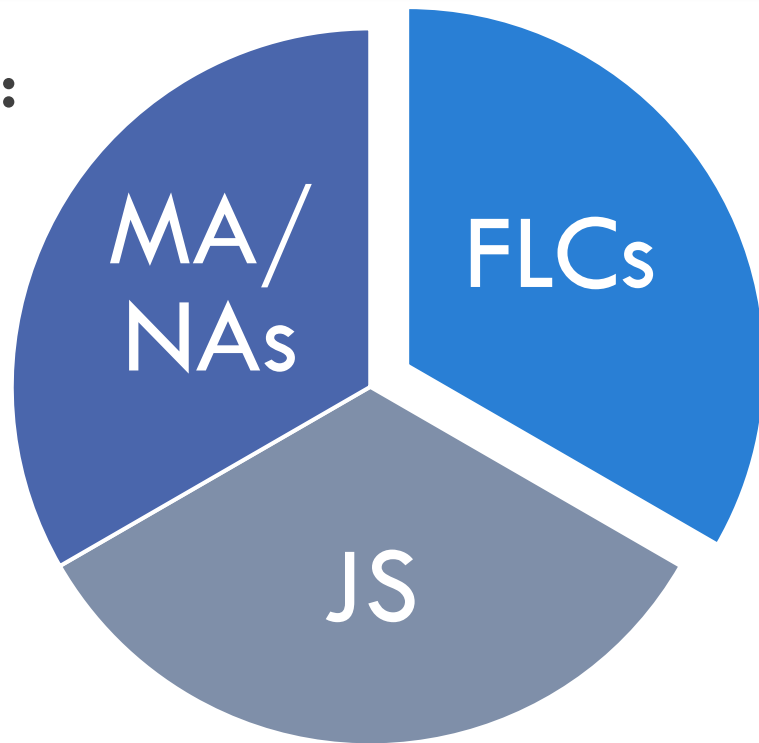


A black and white photograph of a business meeting. In the foreground, a man and a woman are shaking hands. Behind them, three other people (two men and one woman) are smiling and looking towards the handshake. The scene is set in a modern office environment with large windows in the background.

**The designation of  
the MA  
& management  
verification**

# MANAGEMENT VERIFICATION

- ✓ **Managing authority / NAs :**
  - ✓ FLC validation (nulla osta) in Italy, appointment in AL and ME by NAs
  - ✓ Quality of the FLC work



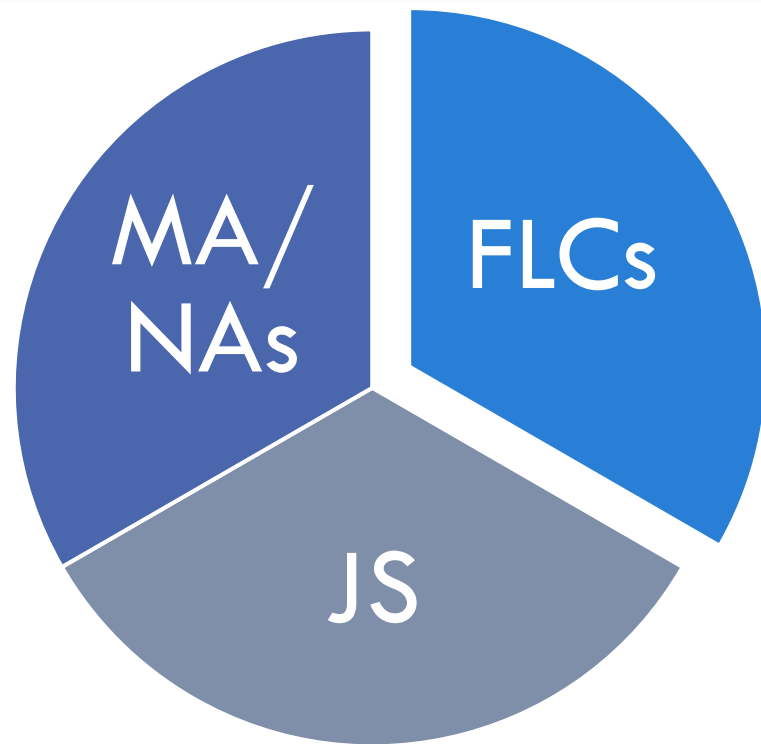
# MANAGEMENT VERIFICATION

## ✓ **First level controllers main checks:**

- ✓ Compliance (EU, national rules)
- ✓ Completeness
- ✓ Reality/existence and Plausibility

## ✓ **FLC sub-procedures :**

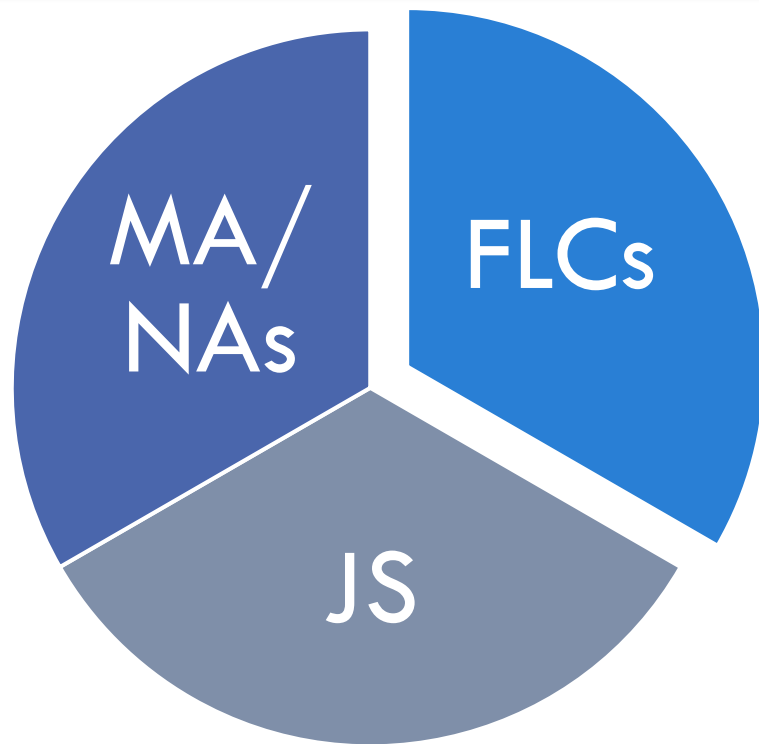
- ✓ Inspections of documents
- ✓ Reconciliation/Recalculation
- ✓ Inquiry/interviews
- ✓ On-the-spot verifications



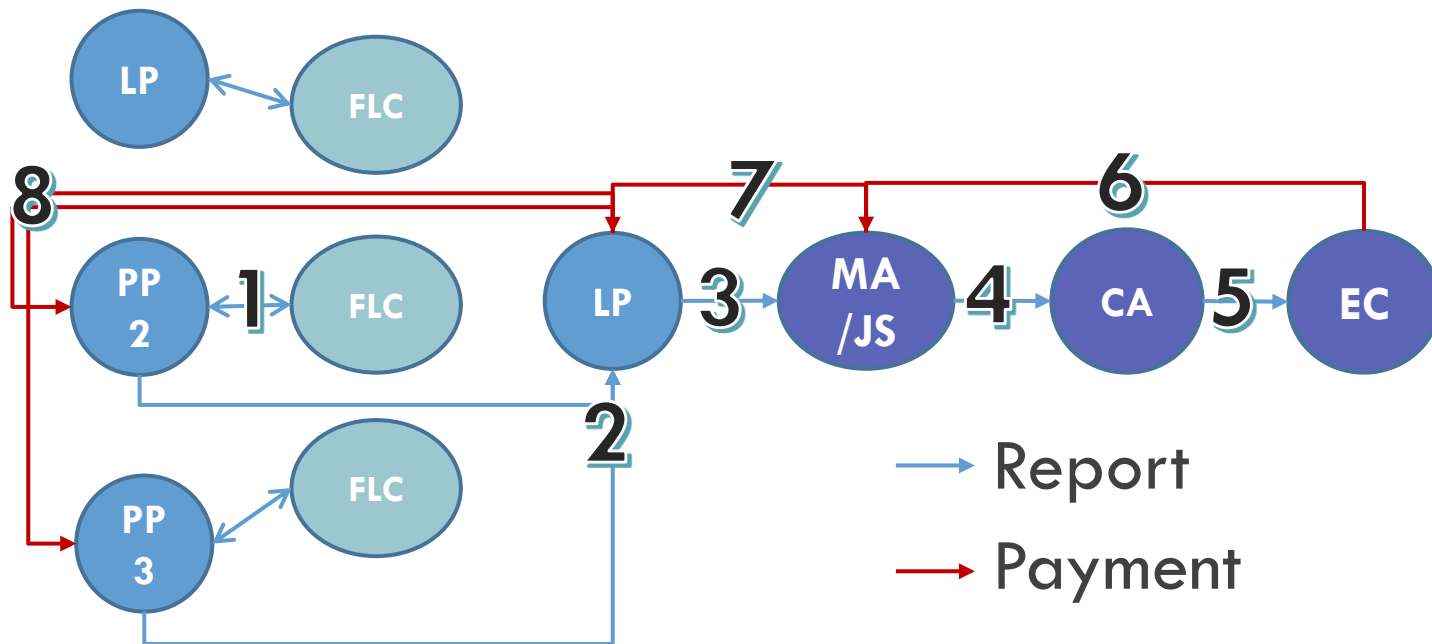
# MANAGEMENT VERIFICATION

## ✓ **Joint Secretariat :**

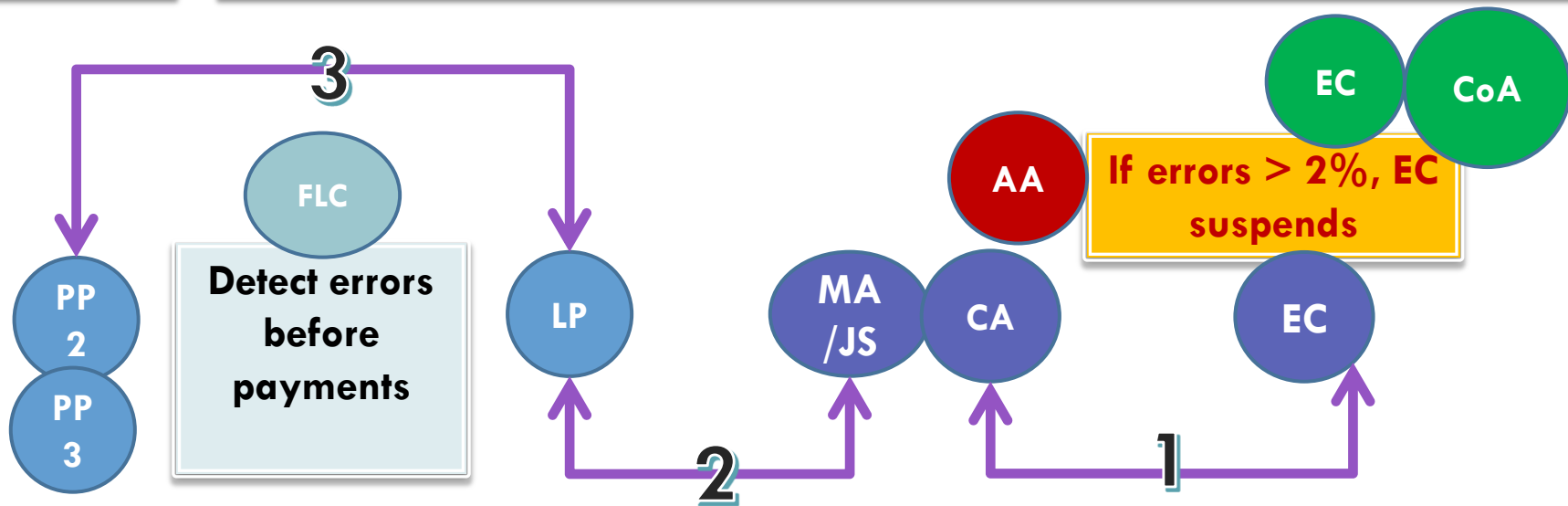
- ✓ Progress in relation to plan
- ✓ Suitable outputs / products
- ✓ Expected results reached
- ✓ Project visit (at least once)



# Reporting / Payment flows



# Levels of controls + recoveries



○ First level

● 3rd level: EC / CoA audits

● Second level

↔ Recovery procedure

# Contract

The objectives will be based on how you gain sales by acquiring and keeping customers. A marketing strategy helps you to focus resources on the greatest opportunities to increase sales and achieve the company's long-term goals. It includes short-term and long-term objectives of marketing that has to do with the analysis of a company's situation and contribute to its objectives. Putting your strategy into action is how you know you're going to work with your targets. Marketing budgets will be set, at the same time it will also show you how you're going to work with your targets. It may be through networking, advertising, etc. Having the perfect timing with your activities to fit your customers' buying cycles will help you save money and maximize sales. The marketing plan should be innovative. It should have the details of the marketing strategy. The objectives will be based on how you gain sales by acquiring and keeping customers. A marketing strategy helps you to focus resources on the greatest opportunities to increase sales and achieve the company's long-term goals. It includes short-term and long-term objectives of marketing that has to do with the analysis of a company's situation and contribute to its objectives. Putting your strategy into action is how you know you're going to work with your targets. Marketing budgets will be set, at the same time it will also show you how you're going to work with your targets. It may be through networking, advertising, etc. Having the perfect timing with your activities to fit your customers' buying cycles will help you save money and maximize sales. The marketing plan should be innovative. It should have the details of the marketing strategy.

# SUBSIDY CONTRACT

(A) It is a process to allow an organization to focus resources on the greatest opportunities to increase sales and achieve the company's long-term goals. It includes short-term and long-term objectives of marketing that has to do with the analysis of a company's situation and contribute to its objectives.

(B) Marketing strategy's goal is to increase sales and achieve advantage over other competitors. It includes short-term and long-term objectives of marketing that has to do with the analysis of a company's situation and contribute to its objectives.

(C) The objectives will be based on how you gain sales by acquiring and keeping customers. A marketing strategy helps you to focus resources on the greatest opportunities to increase sales and achieve the company's long-term goals. It includes short-term and long-term objectives of marketing that has to do with the analysis of a company's situation and contribute to its objectives.

(D) A marketing strategy helps on making good messages with the right blast of marketing approaches in order to have a good outcome of your sales and marketing activities. The objectives will be based on how you gain sales by acquiring and keeping customers. A marketing strategy helps you to focus resources on the greatest opportunities to increase sales and achieve the company's long-term goals. It includes short-term and long-term objectives of marketing that has to do with the analysis of a company's situation and contribute to its objectives.

(E) Putting your strategy into action is how you know you're going to work with your targets. It may be through networking, advertising, etc. Having the perfect timing with your activities to fit your customers' buying cycles will help you save money and maximize sales. The marketing plan should be innovative. It should have the details of the marketing strategy.

(F) Improvement should be measured regularly and assessed in order for you to know what's beneficial and what's not. This will help you set your targets. The objectives will be based on how you gain sales by acquiring and keeping customers. A marketing strategy helps you to focus resources on the greatest opportunities to increase sales and achieve the company's long-term goals. It includes short-term and long-term objectives of marketing that has to do with the analysis of a company's situation and contribute to its objectives.

(G) Brand messages are delivered and planned based on the questions how, what, when, to whom and where your brand strategy is. Advertisement, visual communication and distribution channels are parts of brand strategy.

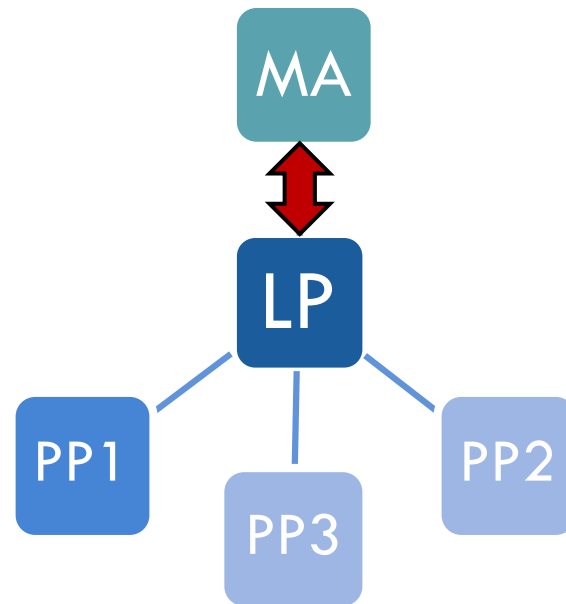
Signature 1



# Subsidy contract / Partnership agreement

- ✓ Binding legal basis
- ✓ Partners obligations
- ✓ Partners rights

**Warning:** MA contracts / contacts only LP, NOT PPs



# Subsidy contract / Key clauses

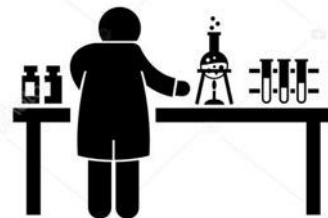
**Reporting deadlines** except for first/last report

✓ First semester 1/1-30/6 = **30/9**

✓ Second semester 1/7-31/12 = **31/3**

## ▣ 3 months to:

- PP to send expenditures to FLC (e.g. 1 month)
- FLC to certificate, incl. integrations (e.g. 1,5 month)
- PP to report to LP (e.g. 1 week)
- LP joint project report to MA (e.g. 1 week)





**FREQUENT  
ERRORS**

# MOST FREQUENT ERRORS – *first report*

## EXPENDITURES AUDIT TRAIL («edit expenditures» in eMS)

- ✓ **Staff:** 1720 hrs / IRAP eligible (exc. Region) / pay slips/timesheet
- ✓ **Travel:** Travel docs incl. agenda, minutes, signatures / Internal rules for per diem
- ✓ **Cumulative** docs: Specify single item calculation
- ✓ To exclude double financing: **PROGRAMME STAMP**  
(amount) ON ALL DOCS
- ✓ Readable documents - what was checked?



# MOST FREQUENT ERRORS - *first report*

## **FIRST LEVEL CONTROL DOCS** (FLC section in eMS)

- ✓ Signed/stamped **FLC report** (what / how)
- ✓ Signed/stamped **FLC check list**:
  - ✓ In particular comments for «n/a» or «NO»
- ✓ Signed/stamped **FLC certificate**
- ✓ In each expenditure item **comments in eMS**:
  - ✓ Requests for clarification / Integration by FLC
  - ✓ Reason for **INELIGIBLE** expenditures



# SELF-LEARNING TOOL

- ✓ Multiple choice questionnaire with 57 QUESTIONS – 122 POINTS, to learn and test your knowledge

**Please use it!**

- ✓ Link in the invitation email:

<https://docs.google.com/forms/d/e/1FAIpQLSfynJZVCAdAGh0iV6RDIXmvX6UIPbrJ7-rwDozHUBWq3a6Pew/viewform>





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# Thanks for your attention

## *Contacts*

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Managing Authority REGIONE PUGLIA