

Interreg - IPA CBC

Greece - Albania



Project Closure Manual_Modification

Managing Authority of European Territorial
Cooperation Programmes
Joint Secretariat of Interreg IPA CBC Programme
“Greece – Albania 2014 – 2020 “

www.greece-albania.eu

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The Programme is co-funded
by the European Union
and by National Funds
of Greece & Albania



Modifications

- ▶ In line with the guidelines given by
- ▶ Following recommendations by EDEL

Table “Timeline of final project reporting

A) a more clear description of the final payments is provided:

*Payment of all implementation–related costs **which had been invoiced before the end date of the project**, as well as all costs related to the elaboration and submission of the Final Progress and Project Report and to the project administrative closure activities including the final verification fee which had been invoiced after the end date of the project*

b) at the reporting of the eligible costs the reference of the costs is presented in accordance to their sequence:

Reporting of all implementation–related costs incurred, paid out and verified as well as all costs related to the elaboration and submission of the Final Progress and Project Report and to the project administrative closure activities

1st Phase by the LB via the MIS

Par. a) The Final Project Report will be attached to the AF in the MIS, and it should not be signed or stamped

Par. b) The Final A.F. will be created in MIS with the option: “Create AF for Project Completion” and as such it does need to be connected with an SC Only the project detailed description (in excel format) will have to be attached at the final Application Form

Par. c) the two final sentences are corrected as follows: In the **Final Progress Report** attachments (xls., .doc, .pdf, etc.) are permitted for proof of publicity or for the achievement of indicators. However the **Final Progress** Reports will not be attached.

Finally, the last paragraph is corrected as follows:

Along with the three (3) main documents described above, the LB submits, in electronic format, project final deliverables which can be stored electronically and relevant attachments concerning communication and publicity ~~documents.~~

2nd Phase: Examination of documents

Par. 1) at the example given, the phrase “**whereas the eligible amount for co-financing will be equal to 100.300,00** is deleted, therefore par.1 is as follows:

The final budget of the project should not incorporate any results from control/audit findings that have been submitted as Corrections on MIS. Assuming, for example, that in a project with total expenses, as defined above, of 150.300 € a correction has been imposed, as a result of an Audit Authority control, amounting to 50.000 €, then, total final budget in all documents should be equal to 150.300 €. It falls within the responsibility of the MA/JS, in case of noncompliance of all documents to the above principle, to ask from the LB the correction of the documents by **returning them for correction.**

2nd Phase: Examination of documents

A new paragraph is added to this section, stating that:

According to the Management and Control System of the programme, before the closure of a project, “*on the spot verifications*” have to take place for all Greek beneficiaries participating in that project.

3rd Phase: Communication of the closure decision

The Letter of Acceptance is renamed to “Project Closure Letter”

Specifications regarding the eligibility of Expenditures

The first and second paragraph are combined into one:

All invoices and relevant financial documents must be issued until the final date of the Subsidy Contract/Application Form (except for those indicated in the Table: Timeline of final project reporting above); The payment of first level control costs and project closure administrative activities should be made within the above set timeframe but no later than 31/12/2023.

Specifications regarding the eligibility of Expenditures

Also, at the **final bullet** it is clarified that the Greek Beneficiaries are obliged to return to the Public Investments Programme any amounts not spent within the framework of the project **and/or** any amounts that have been deemed ineligible, **following controls/audits.**

Finally, **one more bullet is added**, stating that “The procedures concerning the financial corrections defined in the Joint Ministerial Decision (JMD 302050/MA5250/20.11.2018) will be followed accordingly and where they are applicable”.

Specifications regarding the eligibility of Expenditures

At the first paragraph of this section, the last sentence is modified as follows:

In the case of projects which do not ~~include~~ require subsequent operation, the way that the results will be further used should be explained

Also, the official Sustainability Statement referred at the final paragraph is replaced by section 3 at the Project Final Report

Retention of project documents

Nr	Document	Lead Beneficiary	Project Beneficiary
1	Application Form	Copy either original hardcopy or generated by MIS	Copy generated by MIS
2	Partnership Agreement (and its amendments)	Original or electronic version	Original or electronic version
3	Subsidy Contract (and its amendments)	Original	Copy
4	Project Progress Reports	Copy either original hardcopy or generated by MIS	Not relevant
11	Final Progress Report	Print out version by the MIS	Print out version by the MIS
12	Final Project Report	Copy of the attachment in the MIS	Copy of the attachment in the MIS

Final Project Report

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Thank you for your attention!