



**Step 1 of the Application Procedure
Expression of Interest (EoI)**

3rd call for project proposals

GUIDANCE for filling in the Expression of Interest (EoI).

1. PROJECT IDENTIFICATION

1.1 Project title:	<i>Insert the name of the project, which describes it the best. Please keep it short but appealing.</i>			
1.2 Project idea title: If you have submitted a project idea, please indicate the title and date of submission.	<i>Insert the name of the project idea (and date of submission) in case you had sent a "Project Idea Form". The possibility of sending a project idea to the programme is optional and therefore does neither penalise the applicants who did not use this service, nor favour the ones who have sent a "Project Idea Form".</i>			
1.3 Priority axis: Please choose the relevant priority axis.				
1.4 Project participants: (more information is requested in 3.2).				
1.4.1 Please precise the name of the institution and the country of the potential Lead Partner (LP).				
Country:				
Official name of institution:				
1.4.2 Please fill in the table for the potential project participants (including the LP).				
Number of participants from EU Member States	<div style="border: 1px solid black; background-color: yellow; padding: 5px;"> <p>Be aware that only .xls file extensions can be accepted due to technical reasons. Please avoid using this file with open source programmes as the file may be damaged. Remember there is a limitation in the number of characters in the cells.</p> </div>			
Austria				participant(s)
France				participant(s)
Germany				participant(s)
Italy				participant(s)
Slovenia				participant(s)
Number of participants from Non EU Member States				
Liechtenstein				participant(s)
Switzerland				participant(s)
Total of project participants				participant(s)
1.5 Estimated budget:	1.6 Duration:			
Total costs: <input type="text" value="0"/> EUR	Starting date: <input type="text"/>	<input type="text"/>		
ERDF applied for: <input type="text" value="0"/> EUR	Closure date: <input type="text"/>	<input type="text"/>		
	Project duration: <input type="text"/>			
1.7 Date of submission:	<i>The fields 1.7 and 1.8 will be filled in by the JTS.</i>			
1.8 Reference number:				

2. PROJECT DESCRIPTION

2.1 Transnational approach:

Please explain why it is particularly relevant to submit your proposal within a transnational programme.

Which policy field does the project aim to impact on? Please make the location in the policy cycle explicit: which phase does the project aim to impact on? (see also factsheet no. 2.6 "Policy cycle"). "Why can the issue be better addressed at transnational level than on national, regional or local level? Describe the benefits and advantages of a transnational approach for the project and for the planned objectives. The transnational added-value shall be explicated here.

2.2 Main problem or challenge to be addressed:

Please describe the main transnational territorial problem your project addresses.

The problem or challenge addressed in this project proposal shall be outlined here. Justify in which way the problem addressed is transnational, that it is not only a problem at local, regional or national level, but concerns several countries of the Alpine Space. Demonstrate the territorial impact affecting the transnational area, across and beyond national and regional borders.

2.3 Main objectives of the project:

2.3.1 Please explain the main objectives of the project in relation to the above mentioned problem.

Describe clearly the objectives of the project and outline how the project will contribute to policy development (mentioned above in 2.1) from the present situation and will tackle the problem mentioned above in 2.2. Please indicate how the project contributes to the achievement of the main objective(s) of the chosen priority axis. Please indicate which one(s) and how? (see Operational Programme (OP) Chapter 3)

2.3.2 Please explain the main objectives of the project in relation to the specific Alpine Space Programme objectives.

Demonstrate in a clear manner in which way the project is aligned and coherent with the Alpine Space Programme strategy e.g enhancing endogenous potentials, capitalising experiences and results, having an innovation oriented and mountain oriented approach. (see OP Chapter 2). Which programme resp. priority objective(s) does the project contribute to achieve and how? Moreover, demonstrate in a clear manner in which way the project is aligned with and meets the Terms of Reference (ToRs) of the call.

2.3.3 Please explain how your project will contribute to growth, job creation and sustainable development.

Describe in which way the project addresses and contributes to the Lisbon and Gothenburg Agendas. Please refer to the relevant objectives of the Agendas and/or give examples.

2.4 Capitalisation of results:

Please inform if and explain how your project is building on results of projects implemented under Interreg IIIB or other programmes.

The results and experience of previous projects shall be exploited as mentioned in the OP section 2.3.1- Programme strategies. If it is the case, mention the names of the projects or programmes having links to your project. It is not penalising if the project proposal is not connected to already implemented projects.

2.5 Main activities and their location:

Please inform on the main activities your project intends to perform and where these will be carried out (list the location of the activities as precisely as possible).

Describe the activities in a clear and concrete way. Please, pay attention to the internal coherence of the EoI (how do the activities enable the achievement of the objectives?). The project activities shall take place within the programme area except in specially justified cases (see also factsheets no. 2.1 "Who can participate?" and no. 2.4 "Geographical flexibility"). If you foresee activities outside the Alpine Space cooperation area, please describe carefully the benefit/added value for the project.

2.6 Main expected outputs and results of the project:

2.6.1 Please inform on the main expected outputs and results of your project and quantify each time it is appropriate.

List the outputs and results of the project and quantify them.

General definitions of output and result:

An output is related to the activities and can be quantified (e.g consultancy services provided to enterprises). The outputs are then used to produce and achieve some advantages that are direct benefit to target groups: the results (e.g. acquired new knowledge thanks to the consulting services). See OP section 3.6 - Indicator system.

2.6.2 Please explain how and by whom the outputs and results will be used.

List the target group(s), the end users of the project results and explain why they are the ones to be addressed.

Furthermore demonstrate how the strategy for dissemination of results is designed to raise awareness and know how of the general public, relevant target groups and stakeholders? Please, pay attention to the internal coherence of the EoI (relevance of selected target groups for the defined objectives of the proposal).

2.6.3 Please inform how they will be transferred to influence the political decision making process.

The targeted political/decision making bodies shall be listed here.

Furthermore, the means or strategy foreseen to ensure the results' transfer to the policy level shall be described here.

3. PROJECT PARTNERSHIP

3.1 Presentation of the project participants

Potential LP: Potential Lead Partner; PP: Project Partner

Partner	Institution (official name), contact person, official address, telephone, E-Mail	Country	State of involvement	Level	Legal Status
Potential LP	<p style="color: red; font-weight: bold;">Indicate ALL the necessary data for each partner: name of institution, the department if relevant, the name of the contact person, the official address, the phone number and the E-mail of the contact person. Do not indicate general e-mail addresses!!! Each contact person will be contacted by the relevant ACP.</p>	<p>+ "State of involvement" - Please be aware that this will be checked at national level.</p>			
PP1		<p>+ "Legal Status" - Please refer to the factsheet no. 2.1 "Who can participate"?</p>			
PP2					
PP3	<p><i>Example: Region "Alpine", Department for mountain areas, Alpine street, Alpine city, contact Ms. Alpina Alpen Tel: 0123/456-789, Email: alpina@alpen.org</i></p>	France	actively involved	regional	public
PP4					
PP5					
PP6					
PP7					
PP8					
PP9					
PP10					
PP11					
PP12					
PP13					
PP14					

If you have more than 15 project participants please add them here.

3.2 General information:

3.2.1 Please present the partnership which will implement the project. Specify if the partnership has a cross-sectoral and integrated approach and if it is building on previous cooperations.

Present the structure of the partnership and the key actors composing it. This presentation shall demonstrate the involvement and commitment of the relevant stakeholders and decision-makers which guarantees more effective results of the project.

Describe how the partners are going to work with each other following an integrated approach. The integrated approach combines: vertical cooperation (i.e. among different levels of government), horizontal (i.e. among different policy sectors and policy actors) and specific geographical cooperation (i.e. across administrative boundaries).

3.2.2 Please explain the relevance of the partnership for achieving the objectives of the project.

Describe why your partnership is relevant and appropriate to address the problem and the objectives identified. Which is the institutional role of the partners in the policy field addressed? Which is their specific know-how? If you have one or several partners coming from outside the Alpine Space cooperation area, please describe carefully the benefit for the project (see also factsheets no. 2.1 "Who can participate?" and no. 2.4 "Geographical flexibility").

3.2.3 Please inform on any meetings of the partnership which already took place, precise the date(s) and number of participants.

Describe which preparation activities and meetings the partnership has already carried out. These preparation activities and meetings can be accounted as project preparation costs.

3.3 Additional project participants wanted

3.3.1 Please tick the relevant box if you require help in identifying partners in one or several Alpine Space Partner States.

- Austria
- France
- Germany
- Italy
- Liechtenstein
- Slovenia
- Switzerland

3.3.2 Please specify which kind of partners you are looking for.

4. ADDITIONAL INFORMATION**4.1 Obligatory contact with your Alpine Space Contact Point (ACP)**

Please inform on your obligatory contact with the ACP and precise if possible the date(s) and way of communication.

See factsheet no. 3.1 "Application Procedure" mentioning this obligatory contact with the ACP.

4.2 Additional Information

If you have any additional information you consider relevant please feel free to insert it in this cell.

5. POTENTIAL LP

After the assessment of the submitted EoI, an official letter from the programme informing on the assessment result will be addressed to the contact person indicated here. Please insert therefore the data as precise as possible.

Contact person

Last and first name

Telephone number

Fax number

E-mail address

Institution

Official name of the institution and the involved department

Address

Official address - street and number

Town/city

Post Code

Country