

FICHE 15
IMPLEMENTING ACT SETTING OUT A MODEL OF FORMAT FOR THE JOINT
ACTION PLANS
VERSION 1 - 28 JUNE 2013

Regulation	Article
Common Provisions Regulation (CPR)	<ul style="list-style-type: none"> • Chapter III – Joint Action Plan • Article 93 Scope • Article 94 Preparation of Joint Action Plans • Article 95 Content of Joint Action Plans • Article 96 Decision on the Joint Action Plan • Article 97 Steering Committee and amendment of the Joint Action Plan • Article 98 Financial management and control of the Joint Action Plan • Related provisions • Article 54 Operations generating net revenue after completion • Article 55 Eligibility • Article 67 Common rules for payment • Article 100 Functions of the monitoring committee • Article 101 Implementation reports for the Investment for growth and jobs goal • Article 121 Payment applications
European territorial cooperation (ETC) Regulation	<ul style="list-style-type: none"> • Art. 8 (when EGTC acts as a beneficiary)

This document is provisional, without prejudice to the on-going negotiations in the Trilogues between the European Parliament and the Council (in line with the principle that "nothing is agreed until everything is agreed"). This document is a draft that shall be adjusted following the expert meeting.

It does not prejudice the final nature of the basic act, nor the content of any delegated or implementing act that may be prepared by the Commission.

1. EMPOWERMENTS

This fiche covers one empowerment provided for the Commission to adopt implementing act based on the advisory procedure referred to in Article 4 of Regulation (EU) No 182/2011 of the European Parliament and of the Council of 16 February 2011 laying down the rules and general principles concerning mechanisms for control by Member States of the Commission's exercise of implementing powers.

Article 95 of the CPR (applicable to the Cohesion Policy only) sets out that:

"The format for the joint action plan shall be set up in accordance with the model adopted by the Commission, by means of implementing acts. Those implementing acts shall be adopted in accordance with the advisory procedure referred to in Article 143(2)."

2. MAIN OBJECTIVES AND SCOPE

The main objective of the implementing act is to provide for a model for Joint Action Plans in order to ensure:

- uniform information for the content of the Joint Action Plans submitted by Member States;
- uniform appraisal of these plans by the Commission to determine whether the support from the Funds is justified.

3. MAIN ELEMENTS OF THE IMPLEMENTING ACT

The implementing act should set out the model of the format of a Joint Action Plan, in accordance with the content specified in Article 95 CPR. This should take the form of the annex to this fiche.

The main elements are the following ones:

- (1) an analysis of the development needs and objectives
- (2) the framework describing the relationship between the general and specific objectives of the joint action plan, the milestones and the targets for outputs and results, and the projects or types of projects envisaged;
- (3) the common and specific indicators, where relevant, used to monitor outputs and results by investment priority;
- (4) information on the geographic coverage and target groups of the joint action plan;
- (5) the expected implementation period of the joint action plan;
- (6) an analysis of the effects of the joint action plan on the promotion of equality between men and women and the prevention of discrimination;

- (7) an analysis of the effects of the joint action plan on the promotion of sustainable development, where appropriate;
- (8) the implementing provisions for the joint action plan,
- (9) the financial arrangements of the joint action plan.

Some additional information as regards the standard scales of unit costs and lump sums used by the Joint Action Plan should also be attached. This information will be used by the Commission to assess that the proposed units costs and lump sums are established in accordance with the calculation methods defined in Articles 57(4) of the CPR and 14 of ESF Regulation.

Except specific derogations (for instance as regards financial management), the JAP is submitted to the same rules as other operations: this template is focused on information necessary to the assessment of the Commission and does not aim at covering all the obligations required by the legal framework.

4. BACKGROUND INFORMATION

The Joint Action Plan (JAP) provides the Member States with a new possibility to implement parts of programmes by means of a result-oriented instrument. By linking payments exclusively to outputs, results and intermediary milestones on the basis of lump sums and standard scale of unit costs, the JAP allows for simplified management and control systems and strengthens incentives to strive for measurable results. In addition, the JAP is a useful tool to integrate different types of projects, which could be supported by different operational programmes and funds, with a view to achieve a single predefined goal.

The Joint Action Plan itself and the simplified costs options used (unit costs, lump sums...), will be subject to negotiations between the Commission and the Member State. Once agreement is reached, the Commission will adopt a decision by means of an implementing act in order to provide for legal certainty to the Member State wanting to implement this tool. The Commission decision will indicate the beneficiary and the objectives of the joint action plan, the milestones and targets for outputs and results, the costs of achieving these milestones and targets, and the financing plan by operational programme and priority axis, including the total eligible amount and the public contribution, the implementation period of the joint action plan and, where relevant, the geographical coverage and target groups.

5. MAIN CHANGES COMPARED TO THE PERIOD 2007-2013

The Joint Action Plan is a new instrument for the 2014-2020 programming period.

A JAP is part of one or several operational programmes. It sets out to achieve a predefined (set of) specific objective(s) jointly agreed upon between the Member State and the Commission on the basis of a Member State's proposal that is described in annex.

The use of a Joint Action Plan is optional. It is not necessary to specify the use of JAPs or list them in the Operational Programme. However it is recommended that the Member State willing to implement a JAP informs early enough the Commission in order to facilitate and speed up the assessment by the Commission.

A Joint Action Plan needs to meet the following requirements:

- support by one or several Funds but only by the ESF, the ERDF or the Cohesion Fund. It could be supported by several OPs;
- minimum public support of EUR 10 000 000 or 20% of the public support of the operational programme or programmes, whichever is lower. However for the purpose of undertaking a pilot JAP, the public support allocated to one joint action plan for each operational programme may be reduced to EUR 5 000 000. There is no minimum threshold for a Joint Action Plan supported by the Youth Employment Initiative;
- a JAP cannot be used to support investment in infrastructure (but equipment is allowed);
- as JAP is a single operation it will have only one beneficiary which has to be a public law body. This does not exclude participation of other bodies in the implementation of JAP. However, vis-à-vis the managing authority and the Commission only one body (beneficiary) will remain responsible for the JAP.

5.1. Submission of a Joint Action Plan

The JAP must be sent by the MS using the SFC2014 system. A JAP can be submitted at the beginning or after the start (or even later, but not at the end) of the programming period.

Where the Commission, within **two months** following the submission of a joint action plan proposal, considers that it does not meet the appraisal requirements, it must send its observations to the Member State.

Provided that any observations have been adequately taken into account, the Commission adopts a decision, by means of an implementing act, approving the joint action plan no later than **four months** after its submission by the Member State but not before the adoption of the operational programmes concerned.

The length of the decision-making procedure for each stage has been established in light of time needed for internal and external consultations. It does not cover the time taken by Member States to reply to Commission questions.

Deadlines are set in calendar days. The calculation of the deadlines takes into account that exchanges between the Member States and the Commission are carried out electronically. In practice, it means that the start of the calculation is considered to be the date of the first formal submission by the MS of the document via SFC ("SFC2014 first sent date"),

At the beginning of the period 2014-2020 the implementation of *pilot* JAPs will be possible. Within a pilot JAP the realisation of a certain methods or ideas or the feasibility of specific approaches could be tested. The Member State will have to justify in the application why it considers that the JAP is a pilot.

5.2 Joint Action Plan = one operation / one beneficiary

The Joint Action Plan is considered as *one* operation implemented by *one* beneficiary. This single beneficiary must be a public law body. The capacity of the beneficiary will have to be demonstrated in terms of:

- competence and experience in the domain covered by the JAP,
- competence in administrative and financial management, including public procurement capacity and management of EU Funds.

As an operation, the Joint Action Plan can comprise either a single project or a series of projects.

A single project: If the MS conceives of a JAP comprising a single project, it should be verified that the use of a JAP, especially if it is implemented through public procurement is really relevant. Such a set-up may create additional administrative burden without real added value.

A group of projects: If the MS conceives of a JAP comprising different projects, the beneficiary is not obliged or supposed to implement every project by itself. In that case, the JAP brings together key players, under the responsibility of the beneficiary, in a geographical area or sector. For example, a group of projects form a strategic partnership that implements the JAP activities. This partnership will be made up of organisations interested in contributing to the work programme designed to tackle issues of a particular theme or sector (e.g. public employment services working with training institutions, schools and employers to jointly tackle youth unemployment in a specific area).

5.3 Intervention logic

The intervention logic is a coordinated set of projects (or types of projects) and of assumptions that are deemed necessary and sufficient to reach the expected result/s of the Joint Action Plan. This intervention logic is an essential step to define the JAP because it will be the reference:

- to define milestones and targets related to outputs and results,
- to facilitate potential amendments of the Joint Action Plan later on, by making transparent the hypotheses on which the JAP was built.

5.4 Clear and smartly defined objectives, outputs and results

The JAP is a result-oriented approach and therefore it is important to be able to clearly define and quantify results and targets that should be achieved. If it is not possible to identify direct and immediate outputs, results and targets for these, the use of the JAP should be questioned.

Outputs are considered to be what is directly produced/supplied through the implementation of an operation for a project supported by the JAP.

Results are supposed to report the effects on participants or entities brought about by the JAP, for example, the change in the employment status of participants upon leaving, compared to

the situation when entering the funded project. In order to minimise external factors influencing the value reported under the result indicator, it is advisable to link the indicator as closely as possible to the interventions conducted.

Outputs and results with their milestones and targets will depend on the type of projects supported and the related quantities or steps necessary to reach objective/s. The specificity of the JAP is that its financial management and control is exclusively based on these outputs and results by attaching costs to them when they are reached or partially reached. Therefore clear definitions and monitoring arrangements are necessary to allow modulating the final payment of the JAP according to what has been achieved. Milestones and outputs conditioning payments should be clearly distinguished as some output and result indicators could be defined only for reporting purposes.

It goes without saying that the JAP is also subject to the obligation to report data under the common output and result indicators as any other operations.

5.5 The duration of a Joint Action Plan

The regulation does not foresee a minimum or maximum duration for Joint Action Plans, but the eligibility period of the programme has to be respected. In practice, however, it is advised to work with timeframes that allow the beneficiary to manage, control and be accountable for the outputs and results reached. Therefore, it would be recommended to have the JAP span a shorter period of time than the entire OP. Obviously, the duration of the JAP should be sufficiently long to reach some results. It is recommendable for JAPs to define milestones and outputs in order to ensure the financial flow and to allow a better monitoring of delivery of planned results.

5.6 Financial management, control and audit

One of the benefits of a Joint Action Plan is the simplification of day-to-day financial management and control through the exclusive focus of financial management and control,, as well as audit, on the performance of the operation and the underlying projects. It is therefore important to clearly define outputs and results, with their respective milestones and targets. The reimbursement will be based on standard scales of unit costs and lump sums, as those used for grants (article 57(4) of CPR Regulation and Article 14 of ESF regulation). It is also noteworthy that the JAP provides legal certainty on the standards and lump sums used as these will be covered by the Commission Decision. However, compared to simplified cost options, the proposed arrangements for Joint Action Plans are different in two respects: lump sum payments are not capped (no maximum) and it is possible to implement (part of) a JAP through projects that are exclusively procured. This allows the Managing Authorities to use standard scales of unit costs and lump sum payments on a larger scale than thus far possible.

The systems a MS puts into place to collect and store output and result data have to be robust and reliable. Since management and control is focused exclusively on outputs and results data and given that the audit trail will be based on this system, any weakness, such as lacking data (based on the COM decision) or divergent interpretations of an indicator could lead to financial corrections. A reliable monitoring system of the beneficiary is also absolute essential since the management and control of the JAP moves away from control of what has been spent to what has been achieved.

To avoid all potential misunderstandings, all stakeholders have to work closely together to anticipate this quite radical shift in focus. Thus, for instance, it is crucial to come to a clear, unequivocal and undisputable common understanding of all aspects related to the outputs and results indicators used to reimburse the Joint Action Plan. Developing such a mutual understanding of indicators could be facilitated by developing the definitions for each indicator as early as possible in the process, as proposed in the annex to the application model.

Audit activities can also pertain to public procurement issues, but only to verify whether the principles of public procurement have been respected. One of the consequences is that the beneficiary and the implemented projects may apply their own accounting practices, even if this would result in different amounts than those calculated with the lump sums and unit costs used.

5.7. Payments

The payments will depend on the level of achievement. If outputs or results defined in the decision of the Commission are not fully achieved, the provisions of the decision shall be applied and the managing authority shall reimburse the beneficiary according to these provisions.

In order to reinforce the result orientation, the Commission recommends defining some minimum intermediary milestones to be reached. If these minima are not met, the related projects should not be reimbursed. It should also be clarified if a failure to achieve these minimum milestones should be considered as a failure a JAP overall.

It would in particular be relevant in cases when a minimum milestone is a condition to achieve the overall objective of a JAP. In such a case the condition must be part of the decision of the COM, e.g. in terms of an adaption of a national law.

Expenditure related to JAP will be included in payment applications like it is done for any other operations. This implies that no advances paid by the managing authority to the beneficiary should be declared to the Commission.

Important to note: sums not paid within the framework of the JAP for failure to achieve (all) targets agreed upon, are not lost for the OPs. The funding concerned remains available for other operations under the operational programme(s) concerned.

5.8 Decision and amendment procedures

Under the Regulation, the Member State or the managing authority are required to set up a steering committee. The steering committee should include all relevant stakeholders, 'representative' of the scope of the JAP.

The steering committee reviews the progress towards achieving the milestones, outputs and results and reports to the Monitoring Committee. It also has a key role if an amendment of the Joint Action Plan is considered. It needs to discuss and approve any amendment. After receiving an amendment proposal, the Commission has to take a decision within a period of three months.

Annex 1: Draft model for a format of Joint Action Plan

Proposal of Joint Action Plan under Articles 93 to 98 of Regulation (EC) No [...]

Title of the JAP

Commission reference (CCI) No

A. General characteristics

A.1. Brief JAP description

Max 1850 characters

A.2. Member State(s):

A.3. Region(s):

A.4. Total cost

A.5. Public support¹

A.6. Type of JAP

☐ Normal ☐ Pilot ☐ YEI

[one possibility only]

A6 bis. Where relevant, please justify why it is considered that the JAP is a pilot?

0.5 page, 1750 characters

A7. Operational programmes, priorities, funds and categories of regions:

CCI of the OP:	Priority axis	Fund	Category of regions
OP 1	Priority B of OP 1		
OP 2	Priority A of OP 2		

¹ Including the public contribution provided by the beneficiary or other entities participating in the JAP.

A8. Categorisation of operation activity

	Code	Amount	Percentage
A8.1 Intervention field (more than one could be used, on a pro rata calculation, where relevant)			
A8.2 Form of finance (more than one could be used, on a pro rata calculation, where relevant)			
A.8.3. Territorial dimension (more than one could be used, on a pro rata calculation, where relevant)			
A.8.4 Territorial delivery mechanism			
A8.5 Thematic Objective ERDF / CF (more than one could be used, on a pro rata calculation, where relevant)			
A8.6 ESF Secondary Theme			
A.8.7. Economic dimension (more than one could be used, on a pro rata calculation, where relevant)			
A.8.8 Location dimension (more than one could be used, on a pro rata calculation, where relevant)			

B. Contact details: Authority responsible for the JAP application

B.1. Name

B.2. Type of authority

B.3. Address

B4. Name of contact person

<input type="checkbox"/> Managing Authority <input type="checkbox"/> Intermediate Body <input type="checkbox"/> Other designated public law body

B.5. Position of contact person

B.6. Telephone

B.7. Email

C. Analysis of the development needs and objectives

C.1. Please describe the overall problem / situation that the JAP should contribute to solve, the needs that the JAP should contribute to fulfil. Where relevant use statistical data in describing the needs.

3 pages, 10500 characters

C2. What are the JAP objectives? Please set out the overall objective of the JAP and any detailed objectives, and provide a short explanation

0.5 page, 1750 characters

C.3. Please give details on the JAP's consistency with the relevant priority axes of the OP or OPs and its expected contribution to achieving the specific objectives of those priority axes

OP	Priority axis	Investment priority	Specific objective	Contribution of JAP to the specific objective
				1750 characters

0.5 page, 1750 characters

C.4. Please describe how the JAP will contribute to achieve the specific objective(s) of the investment priority(s) (please list them below) it is part of, as set out in the operational programme(s)

0.5 page, 1750 characters

C.5 Please describe how the JAP will contribute the National Reform Programme and, where relevant, to the Country specific recommendations.

1 page, 3500 characters

C.6 Please explain how the JAP will contribute to the Performance framework of the Programme(s)

1 page, 3500 characters

C.7 What will be the expected added value of the Joint Action Plan? Explain why you decided to use a Joint action Plan, what were the alternatives envisaged and why they were not selected

1 page, 3500 characters

D. Framework of the JAP

D.1 Explain the relationship between the general and the specific objectives of the JAP?

1 page, 3500 characters

D.2 Describe the intervention logic of the JAP: Please describe it through the answers to the questions below and attach a graph describing it.

D.2.1 What projects or types of projects will be supported? Please describe the planned projects/types of projects and the indicative timetable by using the table below. If some projects /types of projects are triggered by a condition, please specify it.

(Type of) project	Synthetic description	Timetable	Condition
(Type of) Project 1			
(Type of) Project 2			
(Type of) Project 3			
...			

Comments regarding the projects and types of projects:

2 pages, 7000 characters

D.2.2. How do the projects support themselves to reach the general and specific objectives of the Joint Action Plan? What are your assumptions in terms of contribution of the projects to the general and specific objectives of the JAP?

3 pages, 10500 characters

D.2.3. What are the milestones and targets for outputs and results of these projects?

Several indicators are possible for one (type of) project (one line by indicator). Please describe all the indicators, including those that are not used for the financial management of the JAP. Where relevant split the indicators by priority axis and category of regions.

(Type of) project	Indicator	Type	Used for financial management of the JAP	Synthetic description of the indicator	Target (year)	Milestone (year)	Unit	Source of the indicator	Methodology to quantify targets and milestones
(Type of) Project 1		Output or result	Y or N						
(Type of) Project 2									
(Type of) Project 3									
...									

Please explain how the indicators were chosen, definitions developed (detail to be provided in annex) and detail how targets were quantified

Indicator	Explanation
	0,5 page <i>per indicator</i> , 1750 characters

D.3 Please describe the possible impact of external factors on the Joint Action Plan which should be taken into consideration (risk factors)?

2 pages, 3500 characters

D.4 Please attach a graph summarising the intervention logic of the Joint Action Plan

< Graph >

E. Geographic coverage and target group(s)

E.1 Geographic coverage of the JAP. Where relevant, please justify why the Joint Action Plan is concentrated in a specific area

1/2 page, 1750 characters

E.2 Target group(s) of the JAP

E.2.1 Target group(s)	850 characters
E2.2 Definition of the target group(s)	1750 characters
E2.3 Size of the target group(s) in the area covered	200 characters
E2.4 Problems faced by the target group(s) to be addressed by this JAP	3500 characters

Comments regarding the target group(s):

1 page, 3500 characters

F. Expected implementation period of the Joint Action Plan

Please note that the outputs and results of the Joint Action Plan may be reimbursed only if attained after the date of the decision of the Commission on the Joint Action Plan and before the end of the implementation period.

F1. Starting date of implementation	<i>(Please specify if it will be aligned with the date of the decision or if it will start on a given date, after the decision)</i>
F2. Final date of implementation of projects	<i>(End date of projects)</i>

F3. End of the implementation period of the JAP	<i>(Date of transmission of final payment claim and final report from the beneficiary to the managing authority. If some results are delayed in time and generate some payments later on, include them in this period)</i>
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Please detail the successive steps of the Joint Plan:

1 page, 3500 characters

G. Analysis of the expected effects of the Joint Action Plan

G.1 on the promotion of equality between men and women

1 page, 3500 characters

G2. On the prevention of discrimination

1 page, 3500 characters

G3. On the promotion of sustainable development, where appropriate

1 page, 3500 characters

I. Implementing provisions for the Joint Action Plan

I.1. Beneficiary of the JAP. The beneficiary has to be a public law body.

I.1.1 Contact Details

I.1.1.1. Name

I.1.1.2 Type

I.1.1.3 Address

I.1.1.4 Name of the contact person

I.1.1.5. Position of contact person

I.1.1.6. Telephone

I.1.1.7. Email

I.1.2 Please justify the capacities of the beneficiary in terms of:

I.1.2.1 Competence in the domain of the Joint Action Plan. At minimum please give overview of expertise in the domain of the JAP and indicate the number of staff with such expertise available within the beneficiary and allocated to the project)

1 page, 3500 characters

I.1.2.2 Administrative and financial management capacity of the beneficiary. At minimum please indicate the EU-funded and/or comparable projects carried out in the last ten years and in absence of such examples the support envisaged; please refer to institutional arrangements such as the existence of unit capable to implement the Joint Action Plan and if possible, include the proposed organisational chart for the JAP implementation. If the JAP includes some procurement, please describe the capacity of the beneficiary in this field.

1 page, 3500 characters

I.1.2.3 Please specify if the beneficiary was already a subject of financial corrections, and indicate the reasons for these corrections and if they were due (or not) to serious deficiencies of the beneficiaries. Where relevant, detail the corrective measures put in place and how they should prevent problems as regards the implementation of the Joint Action Plan

1 page, 3500 characters

I.2.Arrangements for steering the Joint Action Plan

I.2.1. Arrangements within the beneficiary

1 page, 3500 characters

I.2.2 Steering Committee: Please describe the composition of the steering Committee, an overview of its rules of procedures, the relevance of partners concerned of this committee and how it will ensure its tasks. Please also explain whether and which role has the Steering Committee played in the preparation of the JAP and why.

2 pages, 7000 characters

I.3 Arrangements for monitoring and evaluating the Joint Action Plan

I.2.1 Arrangements to ensure the quality, collection and storage of data on the achievements of milestones, outputs and results. Please detail the body(ies) responsible for these three arrangements, how they will ensure the quality of data collected (guidance, trainings, etc.), the frequency of collection of data, how the data will be verified, where the data will be stored, etc. Please also describe how you will ensure reporting with regard to the common indicators set out in Annex 1 at the level of investment priority. The description should also extend to Annex 2 indicators where applicable.

2 pages, 7000 characters

I.2.2 Monitoring and evaluation activities planned and their justification. Please specify only activities specific to the Joint Action Plan. If no specific activities are planned, please justify.

1 page, 3500 characters

I.4 Arrangements ensuring the dissemination and communication on the Joint Action Plan and on the Funds supporting the Joint Action Plan

1 page, 3500 characters

J. Financial arrangements for the JAP

J.1. Costs of achieving milestones, outputs and results (please also complete the annex on indicators)

The table includes only the indicators used for the financial management of the Joint Action Plan, not those exclusively used for monitoring and reporting. It shall be split by priority axis, Fund and category of regions where relevant.

If the JAP duration is above one year, the Member State can decide to include an automatic update method to calculate the Lump sums or the Unit costs. In such a case the table should also be split by year.

Unit costs and Lump sums have to be expressed in national currencies (the decision of the Commission will be expressed also in national currencies). The conversion of the overall budget in euros will be established according to applicable rules. If Standard scales of unit costs or lump sums are justified according to Art 57.4 and / or Art 14.3 ESF please send in annex the supporting documents. For Art 57.4 b and c, or Art 14.1 please specify the references of the system used.

If required by the Member State it will be possible to include a flexibility of maximum 10% between output indicators on the one hand, between result indicators on the other hand. However there will be no flexibility for transfer between results and outputs (it will require a modification of the decision of the Commission).

Indicator (from D2.3)	OP	Priority axis	Fund	Category of regions	Target	Condition for payment (if any)	Unit cost or Lump sum Amount in national currency	Legal basis used to calculate UCLS (Art 57 4 a b c d, ESF 14, ETC)	Maximum amount National currency (target x unit cost or lump sum)	Maximum amount Euro	Total Eligible expenditure
										Total	

[illegible]

J.2. Indicative schedule of payments to the beneficiary, linked to the milestones and targets

1 page, 3500 characters

J.3 Financing plan by Operational Programme and Priority axis (and Fund and category of regions where relevant)

	OP	Priority axis	Fund	Category of regions	Total Eligible expenditure	National public support	National private support (0 if priority axis reimbursed on the basis of public expenditure)	EU support (calculated according to the rate of the priority axis)
Project 1								
Project 2								
Project 3								
Total								

Annex:

Description and justification of the standard scales of unit costs and lump sums used to reimburse the Joint Application Plan

The purpose of this annex is to facilitate the work of the Commission in the assessment of the unit costs and lump sums used to reimburse the outputs and results of the JAP. Therefore only the indicators used for the financial management of the JAP. It has to be completed indicator by indicator

Anx.1. Indicator (see I.1.1 and I.1.2)

A.1.1. Name	
A.1.2.1 Unit of measurement for indicator	
A.1.2.2 Unit of measurement for milestone/target (where relevant)	
A.1.3. Definition	1/2 page, 1750 char
A.1.4 Source of data (who produces (generates), collects and records the data, where are they stored, frequency of collection/cut-off dates, validation...)	1 page, 3500 char
A.1.5 Verification of data (who will verify, nature of the supporting documents, frequency of verification, method of verification and audit): - verification of units attained - verification of the quality level attained	3 pages, 10500 char
A.1.6 Where relevant, please explain how the verification of the respect of public procurement procedures and state aids will be ensured	1 page, 3500 char
A.1.7 Possible perverse incentives or problems due to this indicator,	1 page, 3500 char

how they could be mitigated, level of risk

A.1.8 Reimbursement based on

() lump sum () standard scale of unit cost

A.1.9 Amount (in national currency)

A.1.10 Detailed description of the update method (if any) and how it was taken into account in the JAP

1 page, 3500 char

A.1.11 Legal basis used to calculate the standard scale of unit cost / lump sum

Anx 2. Calculation of the standard scale of unit costs and lump sums

Anx 2.1. Please specify why the proposed method and calculation is relevant for the type of projects that will be supported by the JAP:

3 pages, 10500 characters

Anx 2.2 Please specify how the calculations have been carried out, including in particular the assumptions made in terms of quality, or quantities. Where relevant, statistical evidence, benchmarks should be used and attached to this annex under a format directly reusable by the Commission.

3 pages, 10500 characters

Anx 2.3 Please also explain, where relevant:

- how revenues have been / will be taken into account

1 page, 3500 characters

- that only eligible expenditure are supported

1 page, 3500 characters

- the level of cross financing (with reference to Article 89 (2) of the CPR).

1 page, 3500 characters

The level of details to be provided to the Commission will depend on the legal basis used to calculate the amount of the lump sum and the standard scale of unit costs. For instance if the calculation is based on a fair, equitable and verifiable method via historical statistics, 2.1 and 2.2 should be completed and the data base should be sent to the Commission. There is no need to send the micro data (they should be available on demand). If a national standard scale of unit costs system is re-used for the JAP, the data sent under 2.1 should allow the Commission verifying that it is applied to similar operations and beneficiaries, and that the system applied is the same.

DRAFT