Interreg

Co-funded by the European Union

Meuse – Rhine (NL – BE – DE)

Template for

Step 1
Application form

Final version of 16 January 2023

Please note that the application form has to be completed and submitted via the electronic monitoring system of (JEMS) the programme, this offline template is for information purposes only. After submission, JEMS will produce an overview of the application for assessment purposes.

Introduction

Interreg Meuse-Rhine uses a two-step system for approving projects. This is the application form for **step 1**, intended to check the potential and the fit of a project idea in the Interreg Meuse-Rhine (NL-BE-DE) cooperation programme for the 2021-2027 period. The step 1 application has to be submitted via the monitoring system JEMS. To get a focus on the initial fit of a project idea, the step 1 application form addresses specific elements of the final step 2 application form. The information entered in the step 1 application form will be transferred to the step 2 form and can be changed. It is advised to write section A.2 of this form after having completed the remaining questions.

After your project has successfully passed this first step, in the sense of having a positive decision from the Steering Committee, you can proceed to step 2. This second step encompasses preparing a full-fledged application form.

A – Project identification

A.1 – Project identification

Project ID (automatically generated in JEMS)	
Name of Lead Partner organisation	
Project title	
Project acronym	
Priority	Choose from drop down list
Specific objective	Choose from drop down list
Start date	
End date	

A.2 – Project summary

Please give a short overview of the project and describe:

- Which cross-border problem or challenge the project addresses.
- The overall objective of the project.
- Why cross-border cooperation is needed to tackle the problem or challenge.
- What is new in the approach.
- What expected change the project will bring to the current situation (impact).
- What target group benefits from the project.
- What opportunity we are missing if this project is not granted.
- An outline of the main activities, deliverables and, if applicable, investments the project will produce and who will benefit from them.
- Estimated total budget, as well as a specific percentage budget estimate for 1) management and 2) communication.

Max. 3.000 characters (including spaces)

B – Project partners

Partners overview (automatically generated by JEMS after entering B.1, B.2, etc)

Number	Name organisation	Country	Organisation abbreviation	Partner role
1				Lead Partner
2				Partner
…				…

B.1 – Lead partner

Partner number	1
Partner role	Lead Partner
Name of organisation	
Name of organisation in English	
Organisation abbreviation	
Department / unit / division	
Partner main address	
Country	
NUTS 3	
Street and house number	
Postal code	
City	
Homepage	
Address of department / unit / division (if applicable)	
Country	
NUTS 3	
Street and house number	
Postal code	
City	
Legal information	
Type of partner	E.g. Higher education and research institution (dropdown menu)
Legal status	Public or private (dropdown menu)
Contact information	
Legal representative	
Contact person	
Email contact person	
Telephone number contact person	
Motivation	
Which of the organisation's thematic competences and experiences are relevant to participate in this project? Max. 1.000 characters	

B.2 (etc) – Partner

Partner number	2
Partner role	Partner
Name of organisation	
Name of organisation in English	
Organisation abbreviation	
Country	
City of unit/department performing activities	
Legal information	
Type of partner	E.g. Higher education and research institution (dropdown menu)
Legal status	Public or private (dropdown menu)
Contact information	
Contact person	
Email contact person	
Motivation	
Which of the organisation's thematic competences and experiences are relevant to participate in this project? Max. 1.000 characters	

C – Project description

C.1 – Project overall objective

C 1.1 Which cross-border problem or challenge does the project address? Max. 1.500 characters (including spaces)

C 1.2 What is the project's overall objective? What do you aim to achieve by the end of the project? The objective should: • Be realistic and achievable by the end of the project, or shortly after, • Be measurable / define clear project results, • Specify who will use the project result(s) and in which territory. Max. 1.500 characters (including spaces).

C 1.3 To which grand societal challenges as defined in the cooperation programme does the project contribute, and how?	
Grand societal challenge (pre-defined, choose from dropdown list)	Explanation
…	Max. 500 characters (including spaces)

C.2 – Project relevance and context

C 2.1 Why is cross-border cooperation needed to address the problem or challenge, and to achieve the project's objectives and results? If you involve partners outside the programme area or carry out activities outside the programme area, please also explain here. Max. 1.500 characters (including spaces)

C 2.2 Which target group(s) will benefit from the project outputs and results?	
Target group (pre-defined, choose from dropdown list)	Specification
Local public authority	Max. 250 characters (including spaces)
Regional public authority	
National public authority	
Sectoral agency	
Infrastructure and (public) service provider	
SME	
Higher education	
Interest groups including NGOs	
…	

C 2.3 What is the expected impact of the project, in terms of the change it will bring to the current situation? What risks, conditions or restrictions do you see, which might reduce the impact of the project? How do you cope with that?
Max. 1.500 characters (including spaces)

C.3 – Project work plan

Please give an overview of the expected basic structure of the project's work plan					
Number	Work Package title	Explanation	Partners involved	Deliverable(s)	Budget estimate
1	….	Max. 500 characters (including spaces)	….	Max. 250 characters (including spaces)	
2	….		….		
3	….		….		