

## 1. Basis for responses

Instructions for the completion of the MA questionnaire:

First of all thank you for your commitment to support the work of the Focus Group on Better Local Development Strategies, please find some guidelines below that would help you to complete the questionnaire.

- The deadline for returning the completed questionnaire is the 30 September 2011.
- This questionnaire is designed for completion by individual MAs on a national basis and where possible this is the preferred approach. A single response is invited covering both the MA and PA. This is the primary basis on which the analysis will be conducted.
- Where competence for Leader strategies and LAGs lies at the regional level and there are distinct differences MAs are asked to take steps to ensure the Member State response reflects this e.g. through individual regional responses or through a collation of regional inputs. The basis of this must be clearly stated in the relevant section of the questionnaire re the RDPs concerned in order to ensure that their analysis is valid and consistent.
- Where possible the questionnaire should be completed in English which is the working language of the focus group. Questionnaires completed in other languages will be accepted but this will slow the process of their analysis.
- The collection of relevant guidance materials, specifications, criteria etc is an important part of the work of the Focus Group. Please forward copies of relevant documents to the Focus Group secretariat, [judit.torok@enrd.eu](mailto:judit.torok@enrd.eu)
- Finally, please can you be as concise as possible in your responses, we are hoping for a large response but need to be able to manage the information if we are to get the best value from your input.

### Respondent's name:

### e-mail address:

### Role in relation to Leader implementation:

### RDP(s) on which the responses below are based:

### Please tick if you have consulted the Managing Authority and Paying Agency?

Managing Authority

Paying Agency

## 2. Elaboration of local development strategy

NB, all references to LAGs include both existing and prospective LAGs.

### 2.1.a.) Was there an open call for submissions from all rural areas?

- Yes  
 No

### 2.1.b.) If no, were specific areas, priorities, organisations, or groups targeted?

- Yes  
 No

### 2.1.c.) If yes, please explain the basis of any targeting:

### 2.2.a.) Did LAGs receive guidance, instruction or any other form of direction relating to the elaboration of local development strategies?

- Yes  
 No

### 2.2.b.) If yes what did the main elements of this relate to e.g. content, method, prescribed elements etc? Please provide (preferably by sending to [judit.torok@enrd.eu](mailto:judit.torok@enrd.eu)) any relevant document.

### 2.3.a.) At what stage in the programme period were LAGs asked to start their strategy development process?

(Please describe both the stage of programme development, RDP and Leader and provide date.)

### 2.3.b.) What issues, if any, did this present?

**2.3.c.) Was there a single application period?**

- Yes
- No

**2.3.d.) If no, what were the arrangements, why was this?**

**2.3.e.) What was the period allowed for the development and submission of strategies?**

**2.3.f.) To what extent was this adequate, were there any issues?**

**2.4.a.) Was there a formal expression of interest stage?**

**If yes go to 2.4.c**

- Yes
- No

**2.4.b.) If no, was there any other form of pre-selection?**

- Yes
- No

**2.4.c.) If yes, what was the basis of the pre-selection?**

**2.4.d.) To what extent was this based on strategic priorities?**

- None
- Little
- Largely
- Totally

**2.5.a.) To what extent did the LAG have the autonomy to define their area ?**

- None
- Little
- Largely
- Totally

**2.5.b.) Why was this?**

**2.5.c.) To what extent has this been successful?**

**2.6.a.) Did the LAG have autonomy to choose their strategic themes?**

**If yes go to 2.6.c**

- Yes
- No

**2.6.b.) If no, was a focus/main theme imposed by the Managing Authority ?**

- Yes
- No

**2.6.c.) Why was this?**

**2.6.d.) To what extent has this been successful?**

**2.7 a.) Was an indicative budget figure provided?**

- Yes
- No

**2.7.b.) If yes, what effects did this have on the strategies and how they were prepared?**

**2.8.a.) Was any form of training or briefing provided for LAGs on a collective basis?**

Yes

No

**2.8.b.) If yes, what and what did the main elements of this relate to e.g. content, method, prescribed elements etc? Please highlight what worked well or any perceived gaps.**

## 2. Elaboration of local development strategy

### 2.9.a.) What kind of direct support was available to individual LAGs for the preparation of their local development strategy?

	Yes	No
Consultancy	<input type="radio"/>	<input type="radio"/>
LAG Staff resources	<input type="radio"/>	<input type="radio"/>
Partner staff resources	<input type="radio"/>	<input type="radio"/>
Local training	<input type="radio"/>	<input type="radio"/>
Mentoring	<input type="radio"/>	<input type="radio"/>
MA technical assistance	<input type="radio"/>	<input type="radio"/>
Other technical assistance	<input type="radio"/>	<input type="radio"/>

If other (please specify)

### 2.9.b.) If yes, duration in months prior to submission

Consultancy	<input type="text"/>
LAG staff costs	<input type="text"/>
Partner staff resources	<input type="text"/>
Local training	<input type="text"/>
Mentoring	<input type="text"/>
MA technical assistance	<input type="text"/>
Other technical assistance	<input type="text"/>

### 2.9.c.) If yes, please state value and/or source(s)

Consultancy	<input type="text"/>
LAG staff resources	<input type="text"/>
Partner staff resources	<input type="text"/>
Local training	<input type="text"/>
Mentoring	<input type="text"/>
MA technical assistance	<input type="text"/>
Other technical assistance	<input type="text"/>

### 2.10.a.) Was there any differentiation in the level of guidance and support between new and more experienced LAGs?

- Yes
- No

**2.10.b.) If yes, please describe.**

### 3. Content of the Local Development Strategy

**3.1.a.) Was a specific format, content and structure of LDS defined by the MA?**

Yes

No

**3.1.b.) If yes, please describe (please provide any relevant document preferably by sending to [judit.torok@enrd.eu](mailto:judit.torok@enrd.eu))**



**3.2.a.) Please indicate the elements which were to be included as part of the local development strategy indicating whether these were regarded as essential requirements or desirable elements?**

**Elements:**

	Essential (i.e. formally assessed)	Desirable
Clear evidence of the Leader features	<input type="radio"/>	<input type="radio"/>
Evidence of the community engagement and consultation process	<input type="radio"/>	<input type="radio"/>
Territorial SWOT analysis/analysis of needs	<input type="radio"/>	<input type="radio"/>
- social analysis	<input type="radio"/>	<input type="radio"/>
- economic analysis	<input type="radio"/>	<input type="radio"/>
- environmental analysis	<input type="radio"/>	<input type="radio"/>
- territorial analysis	<input type="radio"/>	<input type="radio"/>
Area covered	<input type="radio"/>	<input type="radio"/>
Intervention logic (Objectives and hierarchy of actions)	<input type="radio"/>	<input type="radio"/>
SMART Objectives	<input type="radio"/>	<input type="radio"/>
Quantified indicators and targets	<input type="radio"/>	<input type="radio"/>
Demonstrate balance between the objectives (e.g. presence of rationale for a main theme and secondary themes)	<input type="radio"/>	<input type="radio"/>
Integrated character of the strategy	<input type="radio"/>	<input type="radio"/>
Interaction of LDS with regional and national rural development strategies	<input type="radio"/>	<input type="radio"/>
Innovation as an objective or in character of strategy	<input type="radio"/>	<input type="radio"/>
Cooperation with other rural territories: strategy or plan	<input type="radio"/>	<input type="radio"/>
Networking proposals	<input type="radio"/>	<input type="radio"/>
Lessons and achievements from the previous period	<input type="radio"/>	<input type="radio"/>

**Please add any remarks (including any aspects considered to be problematic or representing good practice)**

Clear evidence of the  
Leader features

Evidence of the community  
engagement and  
consultation process

Territorial SWOT  
analysis/analysis of needs

- social analysis

- economic analysis

- environmental analysis

- territorial analysis

Area covered

Intervention logic  
(Objectives and

hierarchy of actions)

SMART Objectives

Quantified indicators and  
targets

Demonstrate balance  
between the objectives (e.g.  
presence of rationale for a  
main theme and secondary  
themes)

Integrated character of the  
strategy

Interaction of LDS with  
regional and national rural  
development strategies

Innovation as an objective  
or in character of strategy

Cooperation with other rural  
territories: strategy or plan

Networking proposals

Lessons and achievements  
from the previous period

### 3. Content of the Local Development Strategy

**3.2.b.) Please indicate the elements of action planning which required indicating whether these were regarded as essential requirements or desirable elements?**

**The collection of relevant guidance materials, specifications, criteria etc is an important part of the work of the Focus Group. Please forward copies of relevant documents to the Focus Group secretariat, [judit.torok@enrd.eu](mailto:judit.torok@enrd.eu)**

	Essential (e.g. specified by MA)	Desirable	Not considered
LAG structure/composition of partnership and organisation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
A full implementation /action plan or specification of main actions (i.e. translating objectives into actions)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Financial plan profiled over period	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Criteria for project selection	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
LAG decision making structures, roles and procedures	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
LAG functions and operational procedures	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
LAG staffing, job specifications etc	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Training action plan	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Provision for interaction with other local/regional bodies	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
LDS Monitoring system	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
LDS evaluation plan	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Any LDS revision procedure	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Communication and information action plan	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Provisions for complementarity, demarcation and synergy with other programming instruments including EU funds in the case of multi-fund strategies	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

If other (please specify)

**3.2.c.) Please indicate the elements of action planning which required indicating whether these were regarded as part of the local development strategy or as separate elements?**

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	Part of strategy	Added separately
LAG structure/composition of partnership and organisation	<input type="radio"/>	<input type="radio"/>
A full implementation /action plan or specification of main actions (i.e. translating objectives into actions)	<input type="radio"/>	<input type="radio"/>
Financial plan profiled over period	<input type="radio"/>	<input type="radio"/>
Criteria for project selection	<input type="radio"/>	<input type="radio"/>
LAG decision making structures, roles and procedures	<input type="radio"/>	<input type="radio"/>
LAG functions and operational procedures	<input type="radio"/>	<input type="radio"/>
LAG staffing, job specifications etc.	<input type="radio"/>	<input type="radio"/>
Training action plan	<input type="radio"/>	<input type="radio"/>
Provision for interaction with other local/regional bodies	<input type="radio"/>	<input type="radio"/>
LDS Monitoring system	<input type="radio"/>	<input type="radio"/>
LDS evaluation plan	<input type="radio"/>	<input type="radio"/>
Any LDS revision procedure	<input type="radio"/>	<input type="radio"/>
Communication and information action plan	<input type="radio"/>	<input type="radio"/>
Provisions for complementarity, demarcation and synergy with other programming instruments including EU funds in the case of multi-fund strategies	<input type="radio"/>	<input type="radio"/>
Other	<input type="radio"/>	<input type="radio"/>

If other (please specify)

**3.3.a.) Was there element missing in the specified content which you feel would have been to the benefit of the quality of LAG strategies?**

- Yes
- No

**3.3.b.) If yes, please describe**

**3.3.c.) Was there any requirement which was superfluous?**

- Yes
- No

**3.3.b.) If yes, please describe**

## 4. Qualitative assessment of LDS by Managing Authorities

**4.1.a.) Did the assessment consider the process of strategy development including evidence of community and LAG endorsement or validation?**

- Yes
- No

**4.1.b.) What weighting was this given in the LAG/strategy selection process?**

- None
- Little
- Significant
- Essential

**4.2.a) Please provide the LAG selection criteria and the associated weighting factors. Criteria - Weigthing applied (High/Medium/Low)**

**(Please send the relevant extract of the RDP or any other relevant document to [judit.torok@enrd.eu](mailto:judit.torok@enrd.eu))**

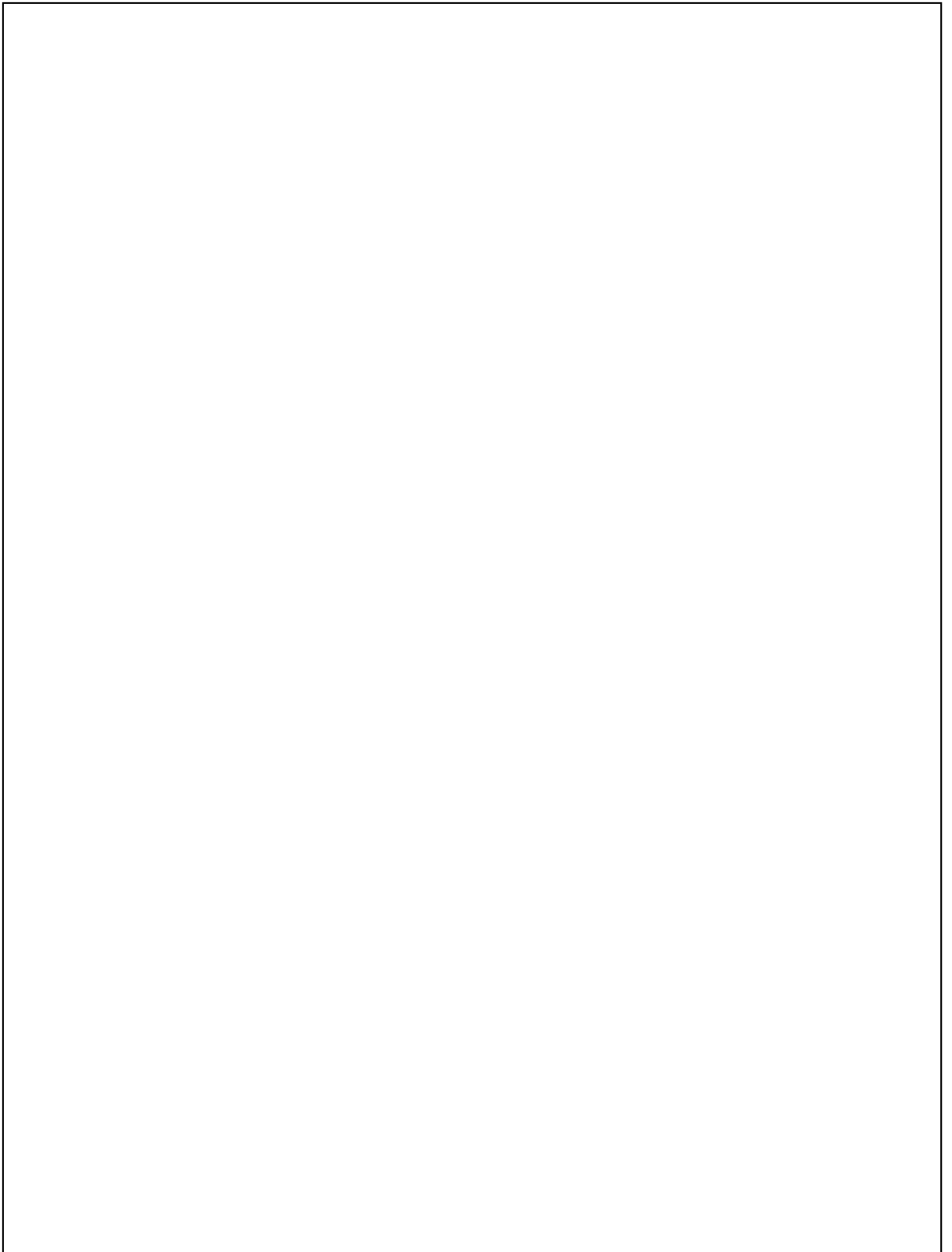
**4.2.b.) Who undertook the selection process?**

**4.2.c.) What was the basis or extent of their relevant knowledge and experience?**

**4.3.a.) How transparent was the LAG/strategy selection process?**

- Not at all
- Little
- Significantly
- Completely

**4.3.b.) Please briefly describe how you provided feedback to LAGs regarding the process and e.g. regarding any changes required or conditions applied.**



## 5. Implementation of local development strategies

**5.1.a.) Are LAGs able to revise the LDS during the programming period?**

- Yes  
 No

**5.1.b.) If yes, please describe the occurrence/frequency, basis and the scope of revision (e.g. formal review or MTE, adding priorities, amending priorities, modifying project selection criteria etc).**

**5.1.c.) If no, please explain.**

**5.2.a.) Are LAGs expected to undertake self evaluation?**

- Yes  
 No

**5.2.b.) If yes, please describe:**

**5.2.c.) If no, please explain e.g. are external consultants used?**

**5.3.) Can you provide specific guidelines on monitoring and/or self evaluation issued by the Managing Authority?**

**If yes, please send it to [judit.torok@enrd.eu](mailto:judit.torok@enrd.eu) (e.g. CZ, MT, PL, ES Navarra, ES Castilla and Leon, ES Rioja, ES Cantabria IT.)**

- Yes  
 No

Comment



**5.4.a.) Is an annual (or more frequent) progress report with (annual) monitoring indicators submitted to the MA?**

Yes

No

**5.4.b.) If yes, does the annual report require approval by the MA?**

**5.4.c.) If no, please explain.**

## 6. Any other points

**6.1.) Please add any other relevant points on the elaboration or implementation of LDS that you consider to be significant.**

**6.2.) Please summarise the main problems (difficulties/bottlenecks) and solutions (good practice) you would like to bring to the attention of Focus Group 4 and the Leader Subcommittee to improve the quality of LDSs.**