

Tool 8

Examples of templates and relevant TNC practice

1 Introduction

The following pages describe templates and relevant practices used in the EU MSs (collected by the LEADER Cooperation Practitioner-Led Working Group). The PWG was set up in October 2016 and the first phase of its work – aimed at collecting examples of relevant practice from EU MSs and updating the relevant DG AGRI guidance for TNC – was completed in June 2017 when the [updated DG AGRI guidance](#) was published on the ENRD website.

The LEADER Cooperation Practitioner-Led Working Group (PWG) has members representing Managing Authorities, NRNs/NSUs, LAGs, and Paying Agencies from 20 EU MS (Austria, BE (Flanders), Croatia, Estonia, Finland, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Poland, Portugal, Slovakia, Slovenia, Spain, Sweden, the Netherlands, UK (Scotland, Northern Ireland)), 4 local and international stakeholder organisations, DG AGRI, the ENRD CP and FARNET.

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2 Common project information sheet developed by the National Rural Network in Spain

A common project information sheet template developed in Spain by the National Rural Network (NRN) that LAGs can use to notify the NRN about the start of the development of a cooperation project. This is also intended as a first step of a coordination process between the regional Managing Authorities involved – supported by the NRN in Spain.

1. Basic information
1.1 Title of the project
1.2 Theme of the project
1.3 Project objectives and relevant focus area
1.4 Relationship between relevant local development strategy/strategies and project objectives (for each project partner)
1.5 Planned actions <ul style="list-style-type: none"> • Joint actions • To be developed by each participating LAG (local actions) • Joint actions that are separately invoiced
1.6 Key indicators
1.7 Total cost of the Project (approximate Budget) <ul style="list-style-type: none"> 1.7.1 Total budget <ul style="list-style-type: none"> • Common costs • Own costs for each group 1.7.2 Co-financing EAFRD 1.7.3 Private Contribution (if any) 1.7.4 Procedure and percentage sharing common expenses
1.8 Period of implementation <ul style="list-style-type: none"> • General • For each participating LAG
1.9 Description of contacts and meetings between LAGs, prior to the execution of the project

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2. IDENTIFICATION OF PARTNERS		
2.1 LAG 1		
2.1.1	Name	
2.1.2	Coordinating LAG?	YES NO
2.1.3	Contact & legal representative	
2.1.4	Languages spoken (for TNC)	
2.2 LAG 2		
2.2.1	Name	
2.2.2	Coordinating LAG?	YES NO
2.2.3	Contact	
2.2.4	Languages spoken (for TNC)	
2.3	LAG 3 etc	

3 LEADER preparatory technical support information template by the UK-SCO NSU

Preparatory support for LEADER co-operation in Scotland is available within a maximum threshold of 5000€ and it is approved by the LAG. The support will be a lighter version of a full application and the application can be completed online. The NSU can provides support to stimulate further actions.

Working Title of proposed project

Contact Details for Local Action Group submitting this template	
Name of Local Action Group (LAG)	
Name of Chairperson	
Name of main contact for this form	
E-mail address	

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Telephone number	
Postal address	

Description of the Preparatory Technical Support project	
<p>1. Brief description of the potential project for which Preparatory Technical Support is being sought. (around 250 words). This should include how the project links in with the priorities in your LDS and other relevant priorities and a timetable for the work.</p>	
<p>2. Who has been identified as potential partner(s)* and what value do they add to the potential project? (*please identify by region/country)</p>	
<p>3. What networking activity has already taken place with this/these potential partner(s) in association with this potential project? Attach evidence (e.g. copies of e-mails or minutes of meetings). Please summarise the outcomes and progress to date.</p>	
<p>4. (i) What do you expect preparatory support to achieve and (ii) what are the desired outcomes for the Local Action Group area from the potential Co-operation project?</p>	
<p>5. Explain why the proposed project is likely to be achievable if undertaken as a joint Cooperation action as opposed to a regular project?</p>	

Partners		
Does the LAG see the opportunity to involve other partners?	YES	NO

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Proposed Budget for Preparatory Technical Support project				
Anticipated Activities	Brief Description	Cost (indicate either £ or €)		
		Applicant LAG	Partner LAG(s)	Overall
Studies / Consultancy				
Product Development				
Travel / Subsistence				
Meetings / Hospitality				
Other (please detail)				
Total Costs				

4 Examples of relevant EU practice

Preparatory support in Austria: Two options exist for covering the costs of a preparatory visit. These costs can be covered from the regular LAG management costs or an application can be submitted to the Managing Authority for covering the costs for such meetings (in this latter case the maximum rate of support is 80%).

Preparatory support in Finland: In Finland LAGs have two options, either they can cover the costs of preparatory visits from LAG's running costs or they can set up a preparatory project. The preparatory project is funded from their own LAG budgetary quota for cooperation. This preparatory project is meant for the identification of potential project partners, organising study trips, and making the actual TNC project possible. The preparatory projects also include activities to activate and animate local stakeholders with a possible interest in the TNC or inter-territorial project.

Support to preparatory actions in the UK-Northern Ireland: In the UK-NIE, preparatory visits are eligible for support and it is understood that preparatory actions do not necessarily result in the implementation of a cooperation project (though it should be demonstrated that the preparatory actions aim to achieve this goal). The NSU plans to provide additional support for LAGs for events and study visits to facilitate the

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preparation of cooperation projects.

“TNC-service package” by the Finnish NSU: The service package was developed to support goal-oriented transnational networking. This applies when a potential TNC partner is identified’, the first round of discussions completed through emails, Skype etc. and the partners are ready to sign a cooperation agreement. The NSU can then contribute towards the costs of the travel of the Finnish counterpart to be able to attend the relevant meeting with partners. The TNC-service package can also be used to cover travel costs when attending EU-level working groups etc.

NRN support to preparatory actions in Spain: Preparatory visits here can be financed by the preparatory support in most cases, once the cooperation project is officially proposed. Prior to such official submission of a proposal, the NRN can support field visits for LAGs that have common interests and are planning to develop a cooperation project.

The ‘All-Island LEADER Cooperation Scheme’ between UK-Northern Ireland and Ireland: Within the NIRDP, there is a specific strand focusing on Cooperation between LAGs in Northern Ireland and those in Ireland. This is known as the All-Island LEADER Cooperation Scheme. Each NI LAG is expected to participate in a minimum of two full Cooperation projects delivered under this Scheme. These projects may also involve LAGs from other Member States but as a minimum must involve at least one LAG from NI and one LAG from Ireland. (Source: [Guidance for the implementation of LEADER Cooperation activities in the Rural Development Programme for Northern Ireland 2014-2020](#))

The “LEAD MA/PA” concept applied in Germany: This concept aims to facilitate a more coordinated process for cooperation project approval. In case of cooperation projects submitted for support which involve a ‘lead’ or coordinating LAG partner, the administrative rules relevant for the lead-partner will apply. Two out of 13 RDPs in Germany include a provision that the Managing Authorities and Paying Agencies accept the administrative rules relevant for the lead-partner. In practice, this may mean that the cooperating LAGs in the two RDP territories have – for instance - different maximum thresholds for certain types of expenditure (e.g. printing of brochures), but the threshold applicable to the lead-LAG will be accepted by the Paying Agency.

Recognising the “gradual nature of cooperation” and the importance of preparatory support in Northern Ireland: Cooperation actions can be developed in three successive phases including networking, preparatory technical support (pre-development phase), and the implementation of the cooperation project. Receiving preparatory technical support does not imply an obligation to later carry out a cooperation project, but it is important that the LAG can demonstrate that it is envisaging the implementation of a concrete project. There should be no restriction on the number of preparatory actions that a LAG may implement, within a certain budget threshold. In NIE, a Preparatory technical support – Information template is used for applying for preparatory technical support. The Cooperation Agreement is an obligatory part of the application for support for cooperation projects. (Source: [Guidance for the implementation of LEADER Cooperation activities in the Rural Development Programme for Northern Ireland 2014-2020](#))

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The distinction between ‘direct’ and ‘associate’ partners under the UK-Northern Ireland cooperation guidance: The “Guidance for the implementation of LEADER Cooperation activities in the Rural Development Programme for Northern Ireland 2014-2020” makes the distinction between ‘direct’ and ‘associate’ partners in a cooperation project. Direct partners are defined in accordance with Article 44(2) of the EAFRD Regulation. Only actions led by LAGs selected for support under LEADER for NIRDP will be eligible for funding from EAFRD and the LAG will be the beneficiary of funding. However, LAG-led Cooperation projects may involve ‘associate’ partners who are publicly-funded or statutory-sector or community-based and operate within the relevant LAG’s territory. These associate partners - “brought” into the cooperation project by the LAGs - can be for instance local councils, community organisations, or a tourism body, etc. - from their local territories.

Funding agreements between LAGs in Scotland: This approach is applied when more than one UK-SCO LAG participates in a co-operation project. A ‘lead LAG’ is agreed and all participating LAGs agree on the proportion of costs that will be borne out of their LDS allocation. For payment claims the project deals with the lead LAG who pays the claims - budgets are then reconciled centrally by the Paying Agency. This approach is based on a lesson learnt from the past programming period and it reduces bureaucracy.

[The EMFF ‘cooperation landscape’ prepared by FARNET](#) describes the number of EMFF FLAGs, possible project promoters, the level at which cooperation is organised, possible partner types and countries, the calls for cooperation, and cooperation specificities in relation to cooperation. It includes EMFF FLAGs from BG, CY, DE, DK, EE, ES, FI, FR, GR, HR, IE, IT, LT, LV, PL, PT, RO, SE, SI, UK.