



Programme co-funded by the  
EUROPEAN UNION



**SOUTH EAST  
EUROPE**

Transnational Cooperation Programme

## SEE PARTNER REPORT

**PROJECT CODE**

**PROJECT ACRONYM**

**PROJECT TITLE**

**Name of the Lead / Project Partner (in original language)**

**Name of the Lead / Project Partner (in English)**

**Starting date of the project**

**End date of the project**

**Reporting Period**

from  to

**Contact person of the ERDF Lead/project partner**

**First Name**  **Family Name**

**Position**

**Telephone**  **Fax**

**E-mail**

**Legal representative of the ERDF Lead/project partner**

**First Name**  **Family Name**

**Position**

**Telephone**  **Fax**

**E-mail**

## Statement of the ERDF Lead/project partner

By submitting the present Partner Report, I, the undersigned, representing the Lead Partner/ Project partner hereby declare that:

The expenditure presented by this Partner Report has been incurred only for the purpose of implementing the Project and the activities presented correspond to the activities of the approved Application;

The expenditure declared in the present Partner Report has not been included in any other previous Partner Report;

The information and documentation in this progress report and its attachments give a correct description of the implementation and the present status of the project part.

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*Place and Date*

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*Signature of the legal representative of the project partner*



**2.3. Spending targets**

Is the project part financial progress in line with the spending forecasts in the approved AF? If not, explain and estimate the deviation.

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**2.4. Other issues (problems during the project implementation, solutions, etc)**

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**2.5. Project changes**

Please describe the changes in the reporting period which do not require subsidy contract modification.

No.	Description of the project change
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### 3. Project activities fulfilled in the reporting period by Work packages

#### 4. Indicators

##### 4.1. Outputs

Indicators		Base value	Actual value	Target value
1	No of articles/appearances published in the press and in other media (including online media, TV, radio)			
2	No of press conferences			
3	Average of hits per month on the operation's website			
4	No of publications produced (editions, specify: e.g. folder, newsletter, brochure, report, guideline, handbook), No of copies disseminated			
5	No of transnational events implemented, no of participants involved			
6	No of national events implemented, no of participants involved			
7	No of regional events implemented, no of participants involved			
8	No of study visits organised, no of participants involved			
9	No of studies realised			
10	No of guidelines produced			
11	No of management plans developed			
12	No of joint action plans produced			
13	No of databases created or improved			
14	No of training events, seminars organised			
15	No of participants involved in training events and seminars			
16	No of individuals that participated in exchange schemes			
17	No of promotion concepts			
18	No of promotion actions			
19	No of services developed			
20	No of small scale infrastructure projects			
21	No of person in charge for administration of projects			
22	No of project meetings held			
Project specif output indicators		Base value	Actual value	Target value
1	some inidicator specification			
2				
3				

## 4.2 Results

Indicators		Base value	Actual value	Target value
1	No of permanent information sources / channels in operation (e.g. websites, regular publications)			
2	No of individuals reached directly through dissemination outputs in the co-operation area			
3	No of administrative actors reached directly through dissemination outputs in the co-operation area			
4	No of private sector actors reached directly through dissemination outputs in the co-operation area			
5	No of SME reached directly through dissemination outputs in the co-operation area			
6	No of advanced tools and methodologies adopted to increase the projects visibility among experts and wider communities, the public (additionally description necessary)			
7	No of common positions / agreements formulated			
8	No of common methodologies adopted			
9	No of strategies adopted at governmental level			
10	No of innovative products developed			
11	No of regional/local policies and instruments improved or developed			
12	No of common standards established (e.g. through new guidelines)			
13	No of new tools / instruments developed			
14	No of impact studies on environmental issues carried out (e.g. in pre-investment projects)			
15	No of pilot actions prepared (first application)			
16	No of pilot actions implemented (first application)			
17	No permanent exchange programmes established			
18	No of staff members with increased capacity (awareness / knowledge / skills)			
19	No of advanced tools and methodologies adopted to improve knowledge management within the partnership (additionally description necessary)			
20	No of regions proactively promoted			
21	No of common management structures / systems established			
22	No of individuals benefiting directly from new / improved services			
23	No of investment proposals developed (if possible specify volume of investment)			
24	No of private market reactions achieved (e.g. private activities mobilized)			
25	No of investment projects implemented (specify volume of investment)			
26	No of infrastructures of common interest improved			
Project specif result indicators		Base value	Actual value	Target value
1				
2				
3				

## 5. PARTNER REPORT - FINANCIAL REPORT

### 5.1. Total budget of the ERDF Project Partner

	WP0	WP1	WP2	WP3	WP4	WP5	WP6	WP7	WP8	Total
Staff costs										0,00
Overheads										0,00
Travel and accommodation										0,00
External expertise and services										0,00
Equipment										0,00
Small scale investment										0,00
Financial charges and guarantee costs										0,00
<b>Total</b>	<b>0,00</b>	<b>0,00</b>	<b>0,00</b>	<b>0,00</b>	<b>0,00</b>	<b>0,00</b>	<b>0,00</b>	<b>0,00</b>	<b>0,00</b>	<b>0,00</b>

### 5.2. Financial progress - Total budget of the ERDF Project Partner

	Total Budget	Previously validated	Current report	Accumulated	%	Remaining budget
<b>Total</b>	<b>0,00</b>	<b>0,00</b>	<b>0,00</b>	<b>0,00</b>	<b>0,00%</b>	<b>0,00</b>



**5.3. Financial progress by Work packages**

**5.4. Information on ERDF transfers from the LP to the PP**

Reporting period covered by the declaration	Declaration on validation of expenditure issued on	Total amount of eligible expenditure EUR	ERDF co-financing rate %	Amount of ERDF validated and covered by the declaration	Date of transfer (receipt) of ERDF on the PP bank account	Amount of ERDF credited on the PP bank account	Add	Delete
<b>TOTAL</b>		0,00		0,00		0,00		

**5.5. Information on state contribution (only state contribution through co-financing contract)**

	State contribution rate %	Total amount of state contribution allocated	Previously validated	Current report	Accumulated	%	Remaining allocation
ERDF PP					0,00	0,00%	0,00

## 6. Special types of expenditure

### 6.1. 10% flexibility rule in the Project Partner's budget

	Total amount allocated	Previously validated	Current report	Accumulated	%	Remaining allocation
Total	0,00	0,00	0,00	0,00	0,00%	0,00

### 6.2. 20% flexibility rule in the Project Partner's budget

	Total amount allocated	Previously validated	Current report	Accumulated	%	Remaining allocation
Total	0,00	0,00	0,00	0,00	0,00%	0,00

### 6.3. Common costs in the Project Partner's budget

	Total financial contribution of the PP in the common costs	Previously validated	Current report	Accumulated	%	Remaining share of PP contribution in the common costs
Total	0,00	0,00	0,00	0,00	0,00%	0,00

### 6.4. In kind contribution in the Project Partner's budget

	Total amount allocated	Previously validated	Current report	Accumulated	%	Remaining allocation
Total	0,00	0,00	0,00	0,00	0,00%	0,00

## 7. Summary of Expenditure in the current report of the ERDF project partner

ERDF PP	WP0	WP1	WP2	WP3	WP4	WP5	WP6	WP7	WP8	Total
Staff costs	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00
Overheads		0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00
Travel and accommodation	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00
External expertise and services	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00
Equipment	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00
Small scale investment	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00
Financial charges and guarantee costs		0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00
<b>Total</b>	<b>0,00</b>	<b>0,00</b>	<b>0,00</b>	<b>0,00</b>	<b>0,00</b>	<b>0,00</b>	<b>0,00</b>	<b>0,00</b>	<b>0,00</b>	<b>0,00</b>

**8. Revenues**

Revenues foreseen in the AF

No.	Documents of equivalent probative value ID	Description of the revenue	Related activity according to the AF	Revenue incurred on (date) dd/mm/yyyy	Date of accounting the revenue dd/mm/yyyy	Total amount of revenues generated original currency	Total amount of net revenues original currency	Currency	Exchange rate	Total amount of revenues generated EUR	Total amount of net revenues EUR	Total amount of net revenues validated by the Controller EUR
Total										0,00	0,00	0,00