

## General Processes of the Project

(Administrative and managing procedures – ADMAN rules)  
status from the 4<sup>th</sup> Workshop till 01.06.2010  
and the following rules

5<sup>th</sup> Workshop - of the DONAUREGION+ project  
1<sup>st</sup> – 4<sup>th</sup> June 2010  
Bucharest, Romania  
Tibor Németh from the Lead Partner

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## Meetings

There were 3 CCMs (Controlling and Coordination Meetings) between the LP and PP:

1. Vukovar – 10%PP7,8, 30.03.2010 – ERDFPP1,5,7
2. Belgrade – 10%PP5, 27.04.2010 – morning - ERDFPP1,5
3. Novi Sad – 10%PP6, 27.04.2010 - afternoon - ERDFPP1,5

**The main topics of this meeting were:**

- Activities in WP's
- Sponsoring
- GIS data
- Reporting
- 6<sup>th</sup> Workshop

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## Workshop




*1<sup>st</sup> Cross-Danube Strategy Workshop SK-HU - Arge Subregion ASH*

15.-16.04.2010 in Slovakia in Podbanské (LP, ERDF PP1-7)

-- Methodology for WP6 --

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## Periods and Reporting

*Periods:*

- 2<sup>nd</sup> Project Period was from 01.09.2009 to 28.02.2010
- 3.1 Project Period was from 1.3.2010 to 31.05.2010
- 3.2 Project Period from 1.6.2010-31.08.2010 was started!!

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## Periods and Reporting - past

- 1st Progress Report and the 1st Application for Reimbursement (on-line) were submitted on 30.11.2009 and by post 15.12.2009
- 1st check by JTS in January 2010 – administrative changes in Declaration (wrong projet code), financial (ERDFPP7)
- corrected 1st PR and the 1st AoF (on-line) were submitted on 05.02.2010
- 2nd check by JTS in February 2010 – administrative changes in Declaration (wrong projet code), financial (ERDFPP8)
- the 2nd time corrected 1st PR and the 1st AoR – were submitted on 08.04.2010,
- approving of the 1st PR and the 1st AoR - ????????????

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## Periods and Reporting - past

- 2nd Progress Report and the 2nd Application for Reimbursement were ready for submitting on 31.05.2010 at 5 PM
- BUT - by reason of „technical problem“ in IMIS Report System they could not be submitted
- at 6,30 PM JTS send a messages to LPs that IMIS Report System has a „technical problem“ ...
- elimination of problems by JTS are now in the process
- deadline was moved on 15.6.2010
- ??????? If we (LP) will have enough time, abilities and possibilities to sign and send them by post to JTS - due the Parliamentary Election on 12.6.2010 ?????

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**PERIODS AND REPORTING - future**

- 3.1 Reporting Period is from 1.6.-31.08.2010 (3 months),
- to prepare the 3.1 Partner Reports (from all PP) and Validation of Expenditures (from ERDFPP – it depends also on FLC),
- 3.1 Progress Report and the 3.1 Application for Reimbursement (on-line) must be submitted on 31.08.2010 by the LP - ????????

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**PERIODS AND REPORTING - future**

**Main rules for ERDF PP:**

- will be sent to you pre-prepared Partner Report for the 3.1 Period
  - partly filled the Main data
  - partly filled the Financial Report – table 5.1.
- BUT - do not report any financial changes - your next financial changes must be approved by PSC!!!!**
- update your contact date in part Main data - if there were some changes - report them in part 2.5
- fill all other relevant part in section 3, 4 and 5
- if you will have problem with the filling the indicator, don not be afraid. The important will be the indicators in Progress Report.
- project don not have revenues!
- the partner report after you filling must be sent to your relevant PSC member and LP, that means the partner report before the validation**
- after the validation by FLC (first level control) send your validated partner report also to your PSC member and LP
- the deadlines: fill your PR as soon as possible and send it to your FLC in time (until end of June) so that your validated PR with Declaration were received by LP in time - not later **then 20.8.2010!!!**
- if any questions ask your FLC body and LP

**Main rules for 10%PP:**

- very simply - fill the pre-prepared form and send it your relevant PSC member and LP

**No others „special reports“!! Only your Monthly PR!!!**

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**ADMAN activities - past**

- Monthly Partner Report – 03/2010 and 04/2010 – all PPs
- Partner Report 09/09-02/10 – all PPs
- Evaluation of CAR of the 4th Workshop – all PPs
- Special Report (Yearly) – 10%PPs – due the reorganization and audit on 24.6. in our Ministry

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**Status to 1st June 2010 - 23:55 CET**

PP	2nd Partner Report	Final	Declaration of Validation	Evaluation of CAR of 4WS	Monthly PR 04/2010	Monthly PR 03/2010	Special Report
LP	x	will not	will not	x	x	x	N/A
ERDFPP1	x	will not	will not	x	x	x	N/A
ERDFPP2	x	will not	will not	x	x	x	N/A
ERDFPP3	x	x	x	x	x	x	N/A
ERDFP4	x	will not	will not	x	x	x	N/A
ERDFP5	N/A	will not	will not	x	x	x	N/A
ERDFP6	N/A	x	x	x	x	x	N/A
ERDFP7	N/A	x	x	x	x	x	N/A
ERDFP8	x	x	x	x	x	x	N/A
ERDFP9	x	x	x	x	x	x	N/A
ERDFP10	x	x	x	x	x	x	N/A
10%PP1	N/A	x	N/A	x	x	x	x
10%PP2	N/A	x	N/A	x	x	x	x
10%PP3	N/A	x	N/A	x	x	x	x
10%PP4	N/A	x	N/A	x	x	x	x
10%PP5	N/A	x	N/A	x	x	x	x
10%PP6	N/A	x	N/A	x	x	x	x
10%PP7	N/A	x	N/A	x	x	x	x
10%PP8	N/A	x	N/A	x	x	x	x

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**Next ADMAN activities**

No CCMs until 6th Workshop

**6th Workshop - DONAUREGIONEN+**

**15.-16. September 2010, Novi Sad, Hotel Putnik (100,- €)**

**Organizer: 10%PP6 and LP**

**Invitation, Registration and Program until 15.8.2010**

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**Expected events/activities**

- MoCRD (LP) will be canceled from 1.7.2010
- New LP will be the Ministry of Interior of SR
- Official request of new LP for the project modification - during September – October 2010
- New Partnership Agreement and Subsidy Contract - during October – November 2010
- Problem with submission of 3.1 PR and AoR by new LP until 31.8.2010 – LP (new or old?) will ask JTS and MA for exemption – to send 3.1 and 3.2 jointly to JTS with deadline 1.12.2010

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