



PROJECT MODIFICATIONS

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- Modifications approved by the Managing Authority
- Modifications approved by the Monitoring Committee

Modifications

definition and necessity

- Chapter 2.6 of Programme and Project Implementation Manual, Version 5.0, 04/08/2017
- Changes in the set structure of the project – contacts, activities, costs, timing
- Only in ‘cases of inevitable exception’

Modifications

general rules

- Not an automatic procedure
- Project Management Team consent needed in a written form
- Starts with a written justified request by the Lead Beneficiary to the Joint Secretariat
- Endorsement/approval by the relevant Programme management structure always needed
- ERDF ceiling and n+3 rule should be strictly observed
- Project objectives and expected results should be retained

Minor Modifications

- Administrative Information in the Application Form
- Bank information
- Justification of Budget adjustments not affecting the Application Form
- Implementation period of a Work Package within project duration
- Readjustments between budget categories or actions up to 10% of total budget of the Application Form

Minor Modification procedure

- Electronical justified notice to the Joint Secretariat
- Endorsement or justified rejection by the Joint Secretariat/ Managing Authority
- Reflection in the next Progress Report
- Reflection in the next version of the Application Form

Modifications approved by the Managing Authority

- Reallocations above 10% and up to 20% of the total budget of the Application Form
- Extension of the end date of project implementation
- Reallocation between beneficiaries from the same Member State up to 10% of the total budget of the Application Form

Modifications approved by the Managing Authority procedure

- Official request by the Lead Beneficiary to the Joint Secretariat - electronically scanned and hard copy
- Information and reasoned opinion by the Joint Secretariat to the Managing Authority
- Decision of the Managing Authority
- Joint Secretariat informs the Lead Beneficiary electronically about the decision and next steps

Modifications approved by the Monitoring Committee

- Reallocations between budget categories or actions greater than 20% of the total budget of the Application Form
- Reallocations between beneficiaries from the same Member State greater than 10% of the total budget of the Application Form
- Project structure
- Composition of partnership

Other Modifications approved by the Monitoring Committee

- Reallocations between beneficiaries from different Member States
- Budget modifications for sound management of the Programme
- New activities

These usually involve amendment of the Partnership Agreement and the Subsidy Contract

Modifications approved by the Monitoring Committee procedure

- Official request by the Lead Beneficiary to the Joint Secretariat - electronically scanned and hard copy
- Information and reasoned opinion by the Joint Secretariat to the Managing Authority
- Information and reasoned opinion to the Monitoring Committee
- Joint Secretariat informs the Lead Beneficiary electronically about the decision and next steps

Modifications related to infrastructure works

- National legislation applies
- Project Beneficiary is responsible
- Before the modification the Joint Secretariat should be informed by the Lead Beneficiary to check whether this affects the scope of the project

Thank you for your attention

For further information, please contact:

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