HM Government

European Union
European Regional Development Fund

2014 to 2020 European Structural and Investment Funds Growth Programme

Call for Proposals
European Regional Development Fund

Priority Axis 2: Enhancing Access To, and Use and Quality of, Information and Communications Technology

Managing Authority:	Department for Communities and Local Government
Fund:	European Regional Development Fund
Priority Axis:	Priority Axis 2: Enhancing Access To, and Use and Quality of, information and Communications Technology
Call Reference:	OC08R16P0456
Local Enterprise Partnership Area:	D2N2
LEP Area Indicative Fund Allocation:	£6,500,000
Call Open:	Friday 16 December 2016
Call Closes:	23:59 Friday 17 February 2017

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1. Introduction

The 2014 to 2020 European Structural and Investment Funds bring the European Regional Development Fund, European Social Fund and part of the European Agricultural Fund for Rural Development together into a single European Union Structural and Investment Funds Growth Programme for England supporting the key growth priorities of innovation, research and development, support for Small and Medium Sized Enterprises, low carbon, skills, employment, and social inclusion.

The Government has confirmed that it will guarantee EU funding for structural and investment fund projects signed before the UK's departure from the EU, even when these projects continue after we have left the EU.

As a result, British businesses and other organisations will have additional certainty over future funding and should continue to apply for EU funding while the UK remains a member of the EU.

Funding for projects will be honoured by the government, if they meet good value for money and are in line with domestic strategic priorities. Each government department will take responsibility for the allocation of money to projects in line with these conditions and the wider rules on public spending. The full detail of the announcement can be found at the following website link: http://tinyurl.com/h977fw4

The Funds are managed by the Department for Communities and Local Government for the European Regional Development Fund, Department for Work and Pensions for the European Social Fund and the Department for Environment, Food and Rural Affairs for the European Agricultural Fund for Rural Development. These Departments are the Managing Authorities for each Fund. In London, the Greater London Authority acts as an Intermediate Body for the European Regional Development Fund and European Social Fund programmes. In some other areas, Intermediate Bodies are being designated by the Department for Communities and Local Government and the Department for Work and Pensions to perform the following tasks:

- Input into project calls in respect of local development needs (with reference to ESI Funds Strategies); and
- Assessment of applications against certain selection criteria in relation to fit with local priorities in respect of the European Regional Development Fund and European Social Fund.

The Managing Authorities and Intermediate Bodies work closely with local partners on ESI Funds sub-committees in each Local Enterprise Partnership area. Partners on these sub-committees provide:

- Practical advice and information to the Managing Authorities to assist in the preparation of local plans that contribute towards Operational Programme priorities and targets;
- Local intelligence to the Managing Authorities (or Intermediate Bodies where designated) in the development of project calls that reflect Operational Programme and local development needs as well as match funding opportunities; and
- Advice on local economic growth conditions and opportunities within the context of the Operational Programme and the local European Structural and Investment Funds Strategy to aid the Managing Authorities' (or Intermediate Bodies where designated) assessments at outline and full application stage.

This call is issued by the Department for Communities and Local Government and invites Outline Applications in respect of the European Regional Development Fund for England 2014 to 2020.

2. Call Context

On behalf of the national Growth Programme Board, the Department for Communities and Local Government (the Managing Authority) invites applications seeking European Regional Development Fund support under:

Priority Axis 2   Enhancing Access To, and Use and Quality of, Information and Communications Technology

Investment Priorities:

2a   Extending broadband deployment and the roll-out of high-speed networks and supporting the adoption of emerging technologies and networks for the digital economy

The **European Regional Development Fund Operational Programme for England 2014 to 2020** sets out how the European Regional Development Fund will focus on investment to support economic growth and job creation. **Priority Axis 2** of the Operational Programme aims to enhance access to, and use and quality of, Information and Communications Technology.

Any application for funding will be required to clearly demonstrate that it meets the requirement of, and makes a meaningful contribution to, the delivery of the relevant Priority Axis of the [European Regional Development Fund Operational Programme](#).

In addition, applications will be expected to meet identified local development needs, as expressed in the scope of this call and as set out in the [D2N2](#) European Structural and Investment Funds Strategy.

Applicants are advised to familiarise themselves with the detail of the Operational Programme, local European Structural and Investment Funds Strategy and the relevant documentation listed in sections 5 through to 8 *prior to* submitting an Outline Application.

3. Scope of the Call

3.1. Scope

This call invites Outline Applications which support the delivery of Priority Axis 2 of the European Regional Development Fund Operational Programme and respond to the local development need set out in the D2N2 European Structural and Investment Funds Strategy.

Indicative Fund Allocation:	Indicatively, through this call the Managing Authority expects to allocate up to £6,500,000 The Managing Authority reserves the right to invite to full application (and subsequently approve) projects that have a cumulative value that is higher or lower than this indicative allocation, subject to the volume and quality of proposals received. The Managing Authority may also decide to place some projects submitted through this call on a reserve list and invite them to proceed at a later date, subject to the availability of funding. There is no indicative allocation of European Regional Development Fund funding between capital and revenue activity, both capital and revenue is eligible dependent on the nature of activities/Investment Priorities set out in the call.
Minimum application level	European Regional Development Fund investment is intended to make a significant impact on local growth. Applications are expected to demonstrate appropriate scale and impact. The Managing Authority does not intend to allocate less than £500,000 European Regional Development Fund to any single project. Consequently projects with a total value of less than £1,000,000 will not normally be supported under this call
Duration of project activity	Projects should plan to deliver activity for a maximum of three years, however the Managing Authority reserves the right to vary the maximum duration, upwards or downwards.

Geographical Scope	The England European Regional Development Fund Operational Programme operates on a National basis. All eligible European Regional Development Fund expenditure must benefit organisations located in England.
Specific call requirements	Applicants should note that financial instrument activity (i.e. where the project involves the provision of loans or risk finance investment) is excluded from this call. **Good value for money** and **alignment with domestic strategic priorities** will form a key part of the assessment and appraisal of all applications. Proposals should therefore ensure that these two conditions are fully and robustly demonstrated.
Call Deadlines	For this specific call, applications will be assessed after the close of the single deadline 17th February 2017. Applications received after the published call close date will not be considered.

3.2. Local Development Need

Projects must deliver activity which directly contributes to the objectives of Priority Axis 2 of the Operational Programme, one or more of the relevant Investment Priorities and meet the local development need expressed in the table below.

LOCAL DEVELOPMENT NEED
Local Growth Priorities: The D2N2 Strategic Economic Plan identifies that technology is increasingly linked to economic competitiveness, and high levels of information technology skills amongst the labour force and access to high speed broadband connections are playing an increasingly important role in the success of local economies. Digital connectivity is a vital utility for business and is fundamental to achieving economic growth. There are particular emerging opportunities from developments in technology and global demand, particularly linked to advanced manufacturing, life sciences and digital content. Companies are using broadband to improve productivity through applications including remote monitoring, logistics management, on-line procurement and for providing services such as media content, on-line shopping and electronic banking. Research by the Federation of Small Business highlights that six in ten businesses in rural areas suffer with the slow speed of their broadband. European research suggests that for every 10% increase in broadband penetration, the economy grows

by between 1% and 1.5%, while research by London School of Economic s concludes that half of Europe's productivity gains in recent years can be attributed to information technology investments.

Access to and effective use of high quality digital connectivity, including broadband, can stimulate company growth, market development, knowledge flows, new businesses and improved productivity as well as access to the labour market for specific excluded groups, such as carers and some disabled people. Broadband provides access to new technologies and allows companies to explore new business opportunities, access customers and obtain information about market prices.

Enhancing access to, and use and quality, of information and communication technologies covers not just broadband but the take up of a range of other technologies, including the use of big data and open data initiatives. Connectivity within the D2N2 area is better in urban areas, although speed has been insufficient in certain areas, and, in rural areas, the lack of high speed broadband has presented digital exclusion issues.

Improving digital connectivity is crucial to the future economic success of the D2N2 area and the area has two major Next Generation Access (NGA) Broadband programmes supported by BDUK (Broadband Delivery UK). The Better Broadband for Nottinghamshire (BBfN) Programme aims to achieve the best long term broadband coverage for Nottinghamshire. Nottinghamshire County Council, Government, the European Regional Development Fund and the district and borough councils have all contributed towards the infrastructure costs associated with delivering next generation broadband access. In Derbyshire a similar programme, Digital Derbyshire, aims to deliver superfast broadband (up to 30mbs) to 90% of premises and a minimum speed of 2mbs to the remaining 10% hard to reach areas.

Even though the extent of superfast and ultrafast broadband coverage is increasing, there are still many small and medium sized enterprises which do not have access. Superfast broadband access offers the potential for significant benefits for growth, as set out in the UK Broadband Impact Study. Commercial roll-out of superfast broadband networks in England has now largely completed and most of the remaining areas will not get coverage without public intervention.

The objective of intervention under this call is to provide businesses in D2N2 with access to leading edge digital connectivity (both by geographical coverage and speed) that the market would not otherwise provide. This will be achieved by enabling more SMEs to have access to superfast (30mbs+) or, particularly for high-growth firms, access to ultrafast (100mbs+) broadband through the provision of infrastructure including potentially innovative approaches. In doing so, the primary focus is on providing superfast in areas in which the market has not provided it nor are there viable plans to provide it within the next 3 years, i.e. the 'white areas'. Potential applicants are advised to consult the European Regional Development Fund Operational Programme and UK Broadband State Aid Framework.

For all projects proposing to use public funding for broadband infrastructure, the

applicant is required to undertake an Open Market Review to identify currently planned coverage within an area, followed by a consultation of at least one month on the proposed project plans. Any areas where there are credible plans for coverage within the next three years should be excluded from the proposed coverage area. This process will prevent double funding for coverage, including avoiding any overlap between projects funded through the European Regional Development Fund and those seeking funding from the European Agricultural Fund for Rural Development.

Local Priorities:

Proposals should complement current and planned investment programmes to enhance digital infrastructure in the D2N2 area;

Derbyshire County Council's Digital Derbyshire is striving to provide better, faster broadband to communities and businesses across Derbyshire and is working in partnership with BT to deliver in excess of £34m investment in fibre infrastructure through the (Broadband Delivery UK) BDUK programme.

Derbyshire's ambition is to provide the modern information communication technology infrastructure required to drive economic growth, build stronger more sustainable communities and eliminate the digital divide especially in rural and disadvantaged locations.

Nottinghamshire County Council's Better Broadband for all programme aims to make Nottinghamshire one of the best served counties in the country, which will be a key attractor for new investment in business growth in the area. The programme spans the period 2013-2018.

Extending Superfast Infrastructure Provision

Significant further investment is required to reach the remaining 2% of properties that will not be served by current programmes.

Across Nottinghamshire it is estimated that there are around 10,000 properties (over 2000 of which are business premises) in the most costly, remote and hardest to reach locations across the County.

In Derbyshire it is estimated that there are around 12,000 thousand such premises, of which approximately 2,500 are business premises.

Extending superfast broadband deployment across the D2N2 area will support economic growth by enabling more firms to benefit from the competitiveness advantages that can accrue from superfast connectivity and will help sustain economic activity in less accessible communities.

The D2N2 Core Delivery Principles.
D2N2 European Structural and Investment Funds Sub-Committee have agreed a set of Core Delivery Principles (http://www.d2n2lep.org/EUFunding/D2N2-ESIF-Core-Delivery-Principles) that define how it considers a good European Structural

and Investment Fund project should operate. In particular, D2N2 wants to get maximum benefit for the economy from the European Regional Development Fund through fewer, larger projects of impact and scale with funded projects offering complimentary and co-ordinated support. Therefore we would encourage applications with a high impact for the economy, perhaps encompassing a number of activities or clearly aligned with other complimentary delivery.

The D2N2 Growth Hub
The D2N2 Business Growth Hub draws business support activity together by providing a telephone helpline; on line service (www.d2n2growthhub.co.uk) with a range of professional business advisers available to provide a bespoke diagnostic and growth package for businesses. Its aim is to simplify the business support offer of many local and national partners to help businesses more easily find the right support. Applicants should demonstrate how their proposal will relate to the D2N2 Growth Hub.

The D2N2 Priority Sectors
D2N2 has identified eight sectors with the potential to support economic and employment growth in the economy, covering both manufacturing and service sector opportunities. They are
- Transport Equipment Manufacturing;
- Life Sciences;
- Food and Drink Manufacturing;
- Construction;
- Visitor Economy;
- Transport and Logistics;
- Creative Industries; and
- Low Carbon Goods and Services.

D2N2 is looking for enhanced support to meet the specific needs of our identified key sectors with collaboration and consolidation of support between sectors where efficiencies enhance delivery.

Nottingham and Derby Enterprise Zone
The Nottingham and Derby Enterprise Zone includes 5 sites; part of the Alliance Boots site in Beeston, the Beeston Business Park, the Nottingham Science Park, the MediPark site and Infinity Park in Derby. Markham Vale in Derbyshire is also an Enterprise Zone within the designation of Sheffield City Region.

D2N2 Local Enterprise Partnership and partners can offer advisory support to potential applicants to inform their bids, including awareness raising events and sharing of good practice. Further information and contact details are available from http://www.d2n2lep.org/EUFunding

3.3. Operational Programme Investment Priorities

Applications must specify the activities to be delivered and must directly contribute to one or more of the following Investment Priorities:

Investment Priority	**2a – Extending broadband deployment and the roll-out of high-speed networks and supporting the adoption of emerging technologies and networks for the digital economy.**
Specific Objectives	Increase the coverage of superfast and ultrafast Broadband in areas where the market is failing, particularly where this is creating a barrier to Small and Medium Sized Enterprise growth.
Indicative Actions	Projects will support the extension of coverage of superfast (capable of delivering speeds of more than 30 Mbps) and ultrafast (speeds of more than 100 Mbps) broadband networks. Under this investment priority the types of actions that the European Regional Development Fund may support include: • Providing financial support for projects to extend availability of superfast broadband networks • Providing financial support for projects to provide availability of ultrafast broadband networks.

4. Required Outputs under this Call

Applicants will need to demonstrate how the eligible activity, funded by the European Regional Development Fund will achieve the ERDF programme-level outputs for Priority Axis 2.

For projects proposing to deliver activity against more than one Investment Priority, the appropriate outputs should be selected. Project will be required to report on, and evidence, the achievement of the outputs separately under each Investment Priority.

For projects coming forward under this call the expected outputs and results are:

Investment Priority 2a	
Output reference	Name
C1	Number of enterprises receiving support
C5	Number of new Enterprises supported

P3	Additional businesses with broadband access of at least 30Mbps

The Managing Authority expects the level of outputs proposed within outline applications to be realistic and achievable and to deliver good value for money. The application should clearly state the methodology used to determine the levels of outputs proposed.

All operations will be required to report regularly on progress toward achievement of targets. This will need to include both quantitative and qualitative data relevant to the appropriate geographical areas. Applicants will need to explain how they will collect and record this information to maintain a fully evidenced audit trail. It should be noted that if an operation fails to deliver contracted outputs, a performance penalty may apply.

5. Application Process & Prioritisation Methodology

There are two stages to the European Regional Development Fund application process:

- (i)   Outline Application and, if successful
- (ii)   Full Application.

Acceptance of an Outline Application to progress to full application stage does not in any way indicate or constitute an offer of European Regional Development Fund grant.

Applicants must fully complete the Outline Application which will be assessed by the Managing Authority against all of the national Selection Criteria except where an Intermediate Body has been designated to assess against some of the selection criteria. Where an Intermediate Body has been designated to undertake delegated tasks, the Intermediate Body will undertake the assessment against the selection criteria in relation to fit with local priorities.

Outline Applications will be assessed in two stages, Gateway assessment and Core assessment.

The Gateway assessment is undertaken by the Managing Authorities and considers:

- applicant eligibility;
- activity and expenditure eligibility; and
- fit with the National Operational Programme and the local development need set out in section 2.

Applications that fail the Gateway assessment undertaken by the Managing Authority will be rejected. Applications which pass the Gateway assessment will then be assessed by the Managing Authority in relation to all Core assessment criteria.

In areas where an Intermediate Body[1] has been designated, the following will apply:

The Intermediate Body will assess the application against the following Core assessment criteria:

- Local Strategic Fit

The Managing Authority will assess the application against the following Core assessment criteria:[2]

- National Strategic Fit
- Value for money
- Management and control
- Deliverability
- Compliance
  - Procurement
  - State Aid
  - Publicity requirements
- Cross cutting themes
  - Environmental sustainability
  - Equal Opportunities

The Intermediate Body will also provide advice to the Managing Authority to assist the Managing Authority to make its assessment against the following Core selection criteria:

- Value for money
- Deliverability

Having assessed projects against these criteria the relevant Local Economic Partnership area European Structural and Investment Funds Sub-Committee will advise the Managing Authority or Intermediate Body as relevant on the contribution to local economic growth conditions and opportunities within the context of the Operational Programme and local European Structural and Investment Funds Strategy to aid the Managing Authority's assessments (at outline and full application stage).

Having concluded their assessments the Managing Authority and the Intermediate Body will prioritise the applications they wish to proceed based on their assessment

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[1] This process works differently for the Greater London Authority. Please contact the Greater London Authority for further details.

against their respective selection criteria. Only projects that the Managing Authority and the Intermediate Body each agree should proceed, based on their respective core selection criteria, will be invited to submit a full application. Subsequently only those full applications that the Managing Authority and the Intermediate Body each agree should proceed, based on their respective selection criteria, will be approved.

Please note that the Managing Authority's decision is final and there are no appeals. If you wish to complain about the calls and application process, please follow the procedure set out at https://www.gov.uk/government/organisations/department-for-communities-and-local-government/about/complaints-procedure

Potential applicants / applicants may wish to take advantage of information and support services funded through ERDF Technical Assistance and available to assist the design and development of compliant projects / applications for ERDF. Details of your local Technical Assistance funded project can be found on the Technical Assistance website page.

6. General Information

6.1.   National Eligibility Rules

When developing an application, Applicants must refer to the National Eligibility Rules setting out the requirements of the 2014-2020 European Regional Development Fund Programme. It is the responsibility of the Applicant to ensure that the National Eligibility Rules are adhered to both at application stage and following approval. Failure to do so can lead to financial penalties leading to recovery of up to 100% of the grant value. If in doubt on any of the requirements, Applicants are strongly advised to seek specialist advice.

European Regional Development Fund eligibility rules apply to *all* project spend within the eligible costs, including match funding.

The European Regional Development Fund is governed by European regulations and national rules. Applicants are advised to familiarise themselves with the relevant documentation, (Section 8 Key Document refers) prior to submitting an Outline Application. If successful at the full application stage, Applicants will enter into a Funding Agreement and must abide by the standard terms and conditions contained therein. Once a Funding Agreement has been issued it should be signed and returned within 30 days, unless otherwise agreed with the Managing Authority. Applicants are therefore strongly advised to read these terms and conditions to ensure that they are able to enter into such an agreement prior to responding to the call.

6.2. Eligible Applicants

Section 4 of the [National Eligibility Rules](#) sets out who is eligible to apply. Financial Due Diligence checks will be undertaken on non-public sector Applicants successful at the Outline Application stage.

Applicants must be legally constituted at the point of signing a Funding Agreement. If the application is approved the Applicant organisation will enter into a legally binding Funding Agreement and therefore will carry the liability for ensuring that the terms and conditions of the Funding Agreement are met.

If there is more than one organisation applying for the funds, a lead organisation must be selected to become the Applicant (and Grant Recipient) with the remaining organisation(s) acting as Delivery Partner(s). In this situation the Applicant would be responsible and liable for the Delivery Partner(s) and ensuring the project is operating compliantly.

During the application process the Managing Authority will consider the Applicant's track record, both positive and negative. If the Applicant has been involved in the delivery of previous European grants and any irregularities have been identified, the Managing Authority will expect to see what steps have been taken to ensure that the risk of further irregularities in the future is mitigated. It is acknowledged that some organisations will be new to European Structural and Investment Funds funding and will not have a track record.

6.3. Contribution Rate & Match Funding

European Regional Development Fund investment must not be used to replace existing funding sources. European Regional Development Fund investment must enable activity to take place that would not otherwise happen or to increase the scope, scale or intensity of activity. The level of European Regional Development Fund awarded will be the minimum in order for the project to proceed

The maximum Contribution Rate is 50% of the total eligible project costs subject to State Aid regulations.

The remaining 50% or more must come from other eligible sources as specified under section 6 of the National Eligibility Rules. During the application process applicants will need to satisfy the Managing Authority that they have, or are able to put in place eligible match funding for the balance of costs. Other European Union funds cannot be used as a source of match funding.

European Regional Development Fund investment is limited by State Aid regulations and where the award of European Regional Development Fund would constitute State Aid the European Regional Development Fund grant rate may fall below the 50% maximum.

European Regional Development Fund is paid quarterly in arrears and expenditure must be defrayed prior to the submission of any Grant claims. Applicants may be asked to demonstrate how they are able to cash flow the operation.

6.4. Project Timescales

European Regional Development Fund funding will normally be approved for three years, however the Managing Authority reserves the right to extend the contract term in exceptional circumstances.

Projects approved through this call will normally be expected to:

- Submit a detailed and complete full application within three months of formal selection at outline stage. Projects which fail to meet this deadline may be deselected,
- Commence delivery (defraying European Regional Development Fund eligible costs) within three months of formal approval. Projects which fail to meet this deadline may be deselected, and
- Be closed by June 2023.

6.5. Capital Projects

In developing the budget for the Outline Application, applicants seeking European Regional Development Fund to support a capital project should note that:

- new build projects will normally be expected to achieve the Building Research Establishment Environmental Assessment Method (BREEAM) rating of 'excellent'; however BREEAM 'very good' will be accepted where this is the maximum feasible standard.
- Refurbishment projects will normally be expected to achieve the BREEAM rating of 'Very Good'.
- Infrastructure projects will normally be expected to achieve the Civil Engineering Environmental Quality Assessment rating of 'Very Good'.

6.6. Cross Cutting Themes/Horizontal Principles

All applications selected as a result of this call will be required to demonstrate how the Cross Cutting Themes have been addressed in the project design and development. Cross Cutting Themes for European Regional Development Fund are 'equality and anti-discrimination' and 'sustainable development'. Further information is available in Section 11 of the European Regional Development Fund Operational Programme.

Information and Communications Technology issues are likely to impact more on older people and disabled people, so digital infrastructure investments under Priority Axis 2 should be accompanied by relevant skills support.

6.7. Additionality, Duplication and Displacement

Additionality is a core principle of European Regional Development Funding. Applicants must be able to demonstrate that the activity paid for out of European Regional Development Funding adds value to new or existing activity.

European Regional Development Funding cannot support activities that duplicate existing provision/services within the region.

Applications need to identify and evidence how the beneficiaries will use the service and demonstrate that the project does not displace other activity available in the market place.

6.8. State Aid & Revenue Generation

Applicants are required, in the Outline Application, to provide a view on how their proposal complies with State Aid law. Applicants must ensure that projects comply with the law on State Aid. Grant funding to any economic undertaking which is State Aid can only be awarded if it is compatible aid, in that it complies with the terms of a notified scheme under the General Block Exemption Regulation (EU) 651/2014.

Only if this is not possible should Applicants use the De Minimis Regulation or 'no aid'. Guidance for Grant Recipients, explaining more about State Aid, is available; it is important that Applicants take responsibility for understanding the importance of the State Aid rules and securing their full compliance with them throughout the project, if it is selected into the Programme.

The Managing Authority is not able to give legal advice on State Aid. It is the responsibility of the applicant to ensure that the operation is State Aid compliant.

6.9. Procurement

All costs claimed by the Applicant (Grant Recipient and/or Delivery Partner(s)) must be recovered on an actual cost basis. Other costs must be procured in line with National (including Public Procurement Regulation 2015) and European Union regulations. Procurement will be subject to audit and verification and any irregularity will result in a financial penalty of up to 100% of the grant paid. Robust and transparent procurement is required to ensure that Grant Recipients:

- Consider value for money;

- Maximise efficient use of public money;

- Maintain competitiveness and fairness across the European Union.

It is **strongly recommended** that Applicants seek and follow legal advice in respect of procurement requirements. Procurement irregularities remain the most substantive cause of error and clawback of grants.

7. Support

Please note that this is a competitive call and to preserve impartiality the Managing Authority and, where appropriate, the Intermediate Body are unable to enter into correspondence with applicants over their Outline Application. Details of where guidance can be found are contained throughout this call document. In exceptional circumstances, if there are issues with accessing this guidance, please contact: em.erdfenquiries@communities.gsi.gov.uk

8. Key Documents

- European Regional Development Fund Operational Programme;

- Outline Application Form;

- Outline Application Form Guidance;

- Local Enterprise Partnership area's European Structural and Investment Funds Strategy;

- Eligibility Guidance;

- Target Definitions;

- Funding Agreement (Revenue and/or Capital).

9. Document Checklist

Incomplete applications will be rejected. Please ensure the following information (documents) are submitted.

Outline Stage:

- Fully completed Outline Application;

- Financial Tables;

- Outputs, Results and Indicators Tables.

10. Document Submission

Completed Outline Applications must be submitted via **email** to the address in Section 7.

Outline Application forms not received by the deadline will not be assessed. Outline Applications which are not fully completed will be excluded.

For this call applications will normally be required to **commence delivery/activity within three months** of the award of a Funding Agreement.

Any changes related to the deadline for the submission of the Outline Application form will be notified on the European Growth Funding website pages.