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**[MODEL]**

**Annual implementation report: <Year>**

**Cross-border cooperation between IPA III beneficiaries:**

**<Beneficiary X> - <Beneficiary Y>**

**(Article XX of the Financial Framework Partnership Agreement)**

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Glossary of acronyms

<…>

1. Identification

|  |  |
| --- | --- |
| CROSS–BORDER COOPERATION PROGRAMME | Programme title:  IPA III cross–border cooperation programme <country A> – <country B> |
| <20XX-20XX> appropriations/allocations: <amount including the TA> |
| ANNUAL REPORT ON IMPLEMENTATION | Reporting year: <from 1 January 20XX until 31 December 20XX> |
| Prepared by:   * <cross-border cooperation structure of beneficiary X> * <cross-border cooperation structure of beneficiary Y> |
| Date of examination of the annual report on implementation by the Joint Monitoring Committee: <date and type of procedure for its adoption, i.e., meeting or written> |
| Programme eligible area: <…> |

Legal basis: Article 80 of the IPA III Financial Framework Partnership Agreement

2. Overview of the implementation of the cross–border cooperation programme

2.1 Achievement and analysis of the progress

<A summary of programme implementation during the reporting period, that is:

1. Progress with calls for proposals:

-Number of calls planned to be launched until the end of the programme implementation period and their tentative schedule;

-State of play of launched calls for proposals (number and date of calls for proposals launched, number and date of calls for proposals closed, duration of the evaluation process – by step and altogether);

- Analysis of the evaluation process (number of applications received, both selected for funding and rejected, per thematic priority, specific objective, and expected result (where appropriate); type, role and country of origin of the applicants, number of applications rejected in each phase of the evaluation process, and most common reasons for rejection (see model table no. XX below);

- List of contracts signed per call for proposals and their implementation status (see model table no. XX below);

- Capacity building events implemented for prospective applicants and for grant beneficiaries (number of events, number of participants per type of event and country, number of requests of information from grant beneficiaries addressed, etc.)

- Number of cross-border cooperation structures and JTS staff meetings held and outputs; number of JMC meetings and outputs; number of technical meetings between cross-border cooperation structures and outputs.>

2. Progress with strategic projects;

<If relevant, also include information on the 2021-2027 programme revision or on the 2028-2034 programming.>

Table[[1]](#footnote-2) no.: <XX>. List of CBC applications received per call for proposals, both selected for funding and rejected

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Call for proposals reference number | Thematic priority | Specific objective and expected result (where appropriate) | Title | Type, role and country of origin of all applicants | Amount of EU grant requested | Administrative check (Y/N) | Quality assessment (Y/N) | Selected (Y/N) | Reason for rejection |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |

Table[[2]](#footnote-3) no.: <XX>. List of CBC contracts signed per call for proposals and their implementation status

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Reference number of the call for proposals: <…> | | | | | | | |
| Thematic priority: <…> | | | | | | | |
| Contract number | Title | Name, type and country of origin of the coordinator and the co-beneficiaries | Brief project info (specific objectives/ outcomes and expected results/ outputs) | Start and end date | Total eligible costs and EU grant value | Main achievements to date | Comments[[3]](#footnote-4) |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

2.2 Progress made in implementing the cross –border cooperation programme

<Very brief presentation of the CBC programme thematic priorities, specific objectives and expected results, along with a summary description of the progress made in implementing the cross-border cooperation programme and most importantly in achieving the specific objectives and expected results per thematic priority (including the TA priority), both from a quantitate and qualitative perspective, indicating progress in relation to targets.>

2.2.1 Quantitative analysis

<Information on the progress made in implementing the cross–border programme with emphasis on indicators and target values at both project and programme level.

Analysis of the achievements as measured by the outputs, outcomes and impact, as well as financial and process indicators. Indicators shall be broken down by gender, vulnerable groups and age, where possible.

If performance data are not yet available, information on when they will become available and when they will be included in the annual report on implementation should be provided. In addition, the information should be presented with the aid of graphs and charts.

Please see below a model table of indicators (output, outcome and impact) with an example per programme thematic priority, specific objective and result.>

Table no.: <XX>. Data aggregated[[4]](#footnote-5) at programme level based on information collected from the projects

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Thematic priority: <…>**  **Specific objective: <…>**  **Result[[5]](#footnote-6): <…>** | | | | | | | | | | | | |
| **Name and type[[6]](#footnote-7)** | **Definition** | **Baseline** | | **Milestones** | | | | **Aggregated value with 31 Dec 202X** | **Target** | | **Sources of information** | **Data collection responsibility and frequency** |
| **Value** | **Year** | **Value** | **Year** | **Value** | **Year** | **Value** | **Year** |
| (%) of students (disaggregated by gender) being employed (outcome indicator) | (%) of young boys and girls finishing secondary education finding employment within one year after the end of studies | 50 % | 2021 | 60 % | 2023 | 65 % | 2027 |  | 70 % | 2029 | Public  Employment  Service statistics | Grant beneficiaries  Quarterly |
| ………… |  |  |  |  |  |  |  |  |  |  |  |  |
| ………… |  |  |  |  |  |  |  |  |  |  |  |  |

2.2.2. Qualitative analysis

<Qualitative analysis of the progress (conceptual advances and refinement of interventions) made in implementing the cross-border cooperation programme, including an analysis of the impact of the programme in the eligible area, with a geographical scope (concentration/harmonious dispersion), habitat differentiation (rural/urban) and type of beneficiary (local authorities[[7]](#footnote-8)/other legal entities).

Explain how the programme has contributed or is going to contribute to fostering sustainable local development, increasing prosperity and trust building between communities, and furthering regional cooperation and good neighbourly relations as well as how you can measure or demonstrate this.

Describe how the cross-border cooperation structures and designated intermediary bodies kept track of the learning that occurs during the programme implementation period, for instance, for the establishment and operation of functional data collecting systems (for both statistical and administrative purposes).

*For qualitative analysis, the programme structures should make recourse to data providing information on people’s views, opinions, or observations. These data are mostly collected through evaluations, findings of monitoring visits, interviews, meetings, focus groups, opinion polls, surveys, etc. Finally, elaborate on how the cross-cutting issues (especially those relevant to cohesion policy: equal opportunities, equality between men and women, sustainable development and fight against discrimination) run across the design of calls for proposals and the implementation of grant contracts.>*

2.3 Detailed information about the financial execution of the cross–border cooperation programme

<Detailed information on contracting and, under indirect management, disbursement of yearly appropriations per thematic priority and per type of grant beneficiary, including the project partners (co-beneficiaries).

<Analysis of the following factors:

* Financial status
* Information on co-financing
* Factors that impeded and/or delayed the financial implementation
* Factors that that had a positive impact on the financial implementation.>

Model table on the financial execution of CBC contracts under implementation during the reporting period:

<Table no.: XX>

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Thematic priority: <…> | | | | | | |
| Contract number | Names, type and countries of origin of the coordinator and co-beneficiaries | Start and end date | Estimated total eligible costs and EU grant value | Cumulated value of payments | Percentage of payments executed[[8]](#footnote-9) | Comments> |
|  |  |  |  |  |  |  |

2.4. Information on the steps taken by the cross-border cooperation structures and/or the joint monitoring committee to ensure the quality and effectiveness of implementation

2.4.1 Monitoring and evaluation

<Monitoring measures taken by the cross-border cooperation structures or the joint monitoring committee, including data collection arrangements, review of grant contract reports, findings and follow-up on recommendations of the monitoring visits.

In programmes implemented under *indirect management*, preparation, execution, findings, recommendations and follow-up on evaluation measures taken by the managing authority (see Article 56 of the FFPA).

In programmes implemented under *direct management*, support, findings, recommendations and follow-up on evaluation measures undertaken by the Commission.>

2.4.2. Problems encountered and corrective actions

<Summary of any significant problems encountered in implementing the programme and in ensuring sustainability, as well as any corrective actions taken and recommendations for further action.

Recommendations for (further) corrective actions.>

When the programme is implemented in indirect management, potential issues in the management of the programme must be also highlighted such as any significant problems encountered in implementing the tasks entrusted e.g. delays in contracting, and subsequent measures taken/planned.

2.5 Visibility and publicity

<Measures taken to ensure the visibility and publicity of the programme (i.e., communication and visibility plan, see Article 76 of the FFPA), including promotional items, press clipping follow-up, advertising in mass media, examples of best practice, highlighting significant events such as workshops, conferences, round tables, forums, the European Cooperation Day, European Week of Regions and Cities and project fairs; maintenance of a database of prospective applicants, the programme website, social media pages, etc.>

2.6 The use made of technical assistance

<Detailed explanation of the use made of technical assistance and any significant problems encountered in implementing the TA budget. Finally, an analysis of the output, outcome and impact indicators of the TAGC has to be presented in a similar way as in section 2.2.1 above.>

2.7 Changes in the context of the cross–border programme's implementation

<If relevant, description of any element which, without stemming directly from the assistance of the programme, have a direct impact on the programme's implementation (e.g., legislative changes, relevant socio–economic changes, etc.)>

2.8 Complementarities with other sector policies or instruments

<A summary of the programme’s actual coordination and coherence with other IPA programmes, transnational cooperation programmes, EU Member States and national programmes or initiatives accessible in the eligible area. Coordination and coherence of the programme with other Community policies, and most importantly with the EU macro-regional strategies. Complementarity with other financial instruments, international assistance and/or EU regional policies (e.g., the Economic and Investment Plan for the Western Balkans, the Western Balkans Green Agenda and the Western Balkans Agenda on Innovation, Research, Education, Culture, Youth and Sport).>

2.9 Success stories

<Describe in terms of results achieved one but preferably two examples of CBC operations whose period of implementation ended during the reporting period and which could be considered under the following parameters as a success story:

* Genuine CBC dimension (please indicate which definition of CBC was used to assess project proposals , as indicated in the relevant guidelines for applicants : a) “*joint implementation of activities by partners resulting in the intensification of cross-border links and sustainable cross-border partnerships and/or the removal of cross-border obstacles to sustainable socio-economic development*” or b) joint implementation of activities by partners resulting in the intensification of cross-border links and sustainable cross-border partnerships and/or the removal of cross-border obstacles to sustainable socio-economic development” ).
* Genuine CBC impact: better neighbourliness and a benefit to people from both sides in a way that a ‘national project’ would not have managed.
* Innovative: by field, by the partners involved or the activities and methods applied.
* Efficient: Results achieved in time and in line with the planned budget.
* Good dissemination: visibility, replicability, multiplier and/or spill-over effects.
* Good sustainability prospects: likely benefits beyond the project duration and long-lasting partnership.>

< The stories could have the following structure:

Catching sentence summarising the project success

Context

Description of the specific problem addressed

The idea behind the project

The solution proposed

Three examples of the activities undertaken

Proof of success

Vision

Where to find more information (e.g., website)

Contact details of the CBC partners>

1. One table per call for proposals. [↑](#footnote-ref-2)
2. One table per call for proposals. [↑](#footnote-ref-3)
3. A reference to its implementation status as ‘completed’, ‘ongoing’ or ‘to start’ should be included in this column. [↑](#footnote-ref-4)
4. Most data should be extracted from the regional monitoring system. [↑](#footnote-ref-5)
5. In some cases, the policy area of the regional monitoring system may be more relevant. [↑](#footnote-ref-6)
6. Each indicator shall be identified as impact, outcome or output indicator. [↑](#footnote-ref-7)
7. This section should also describe everything that the cross-border cooperation structures or the managing authority has carried out or undertaken to mainstreaming the thematic cluster no. 5 (i.e., reinforce the capacity of local authorities taking part in the implementation of the programme). [↑](#footnote-ref-8)
8. [Cumulated value of payments/EU grant value] x 100 [↑](#footnote-ref-9)