

PARTNER SEARCH FORM
Partner search for a **CAPITALISATION PROJECT**
In the framework of the INTERREG IVC programme
partnership DEADLINE 29 January 2010

Background:

INTERREG IVC is a Europe-wide funding programme. The objective is to promote interregional cooperation projects in the fields of the knowledge economy and the environment in order to improve regional policies. INTERREG IVC is co-financed by the European Regional Development Fund. See also www.interreg4c.eu. Capitalisation projects aim at transferring identified good practices into the Structural Funds programmes of each Region involved. They are addressed to Managing Authorities and intermediate bodies set up by them.

Essence of capitalisation projects

- Starting point: pool of good practices
- Core actors: policy makers (Managing Authorities)
- Main activity: exchange of experience on transferring good practices to regional Operational Programmes
- Main result: developing an 'Action Plan' for all participating regions

Documentation:

On behalf of a consortium of Local Authorities and Managing Authorities of ERDF led by TraffiQ (DE), the Province of Treviso would like to invite you to join its project team. We want to be able to confirm the consortium 'in principle' by 29-Jan, and submit the bid on 3-Mar. All partners will be required to sign a 'Co-financing Statement' as part of the bid submission. Please find enclosed a short summary of our project idea¹ ..

k-message:

We are looking for Partners who are strongly interested in developing and adopting tools for sustainable mobility and transport. If you are a local authority and there is a clear political support and a full consensus on the idea of sustainable mobility and transport, please contact us. Your candidature is a strategic piece of our work and we care that all the partners can provide an added value to our cooperation. For this reason, all candidate partners need to meet some selection criteria: PLEASE FILL OUT THE PARTNER DATA FORM AND SEND IT BACK TO THE CONTACT PERSONS, NO LATER THAN 29 JANUARY 2010.

Qualifications / Selection criteria:

Basic requirements

- Competence in sustainable transport (either directly or indirectly);
- You are preferably a Managing Authority of ERDF funds;
- You can demonstrate that your Operational Programme contains sustainable mobility and transport among its actions (either directly or indirectly);
- You are aware that a capitalisation project aims at ensuring the transfer of good practices into regional mainstream programmes;
- You have the consensus of your decision-makers;
- Your organization has a collection of best practices on sustainable mobility or wishes to learn from the database of best practices already collected by our previous project;
- You will be able to demonstrate, through an official act, that your organization approves and supports the project proposal;
- Past experience in the management of EU-funded projects, preferably in Structural Funds.

The candidatures are to be sent by e-mail to:

europa@provincia.treviso.it please indicate in the subject line: "INTERREG IVC partner search; capitalisation project"

further contacts:

Mr. Paolo Barnaba or Mr. Sergio Rossi
European Relations Unit
Province of Treviso (IT)

¹ 419TC03 PIMMS CAPITAL 2-2

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PARTNER DATA FORM
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IDENTIFICATION OF THE PARTNER:

Name of your Institution	
Legal status	
Approx. Number of inhabitants	
Legal representative (the person who is entitled to sign official documents)	
Address	
Phone	
Fax	
e-mail	
Contact person (the person in charge of keeping day to day correspondence)	
Is this person's role technical or administrative?	
Address	
Phone	
e-mail	

GEOGRAPHICAL CRITERIA:

Candidates countries (additional score will be given to new member states candidatures)	Select your zone and provide further information about your region
Zone 1: Denmark, Estonia, Finland, Germany, Latvia, Lithuania, Sweden, and Norway	
Zone 2: Austria, Czech Republic, Hungary, Poland, Slovakia, Slovenia, Bulgaria and Romania	
Zone 3: Cyprus, Greece, Italy, Malta, Portugal and Spain	Example: The Province of Treviso is located in the Veneto Region in the north east of Italy.
Zone 4: Belgium, France, Ireland, Luxembourg, Netherlands, United Kingdom and Switzerland	

COMPETENCE:

Please explain which relevant legal framework gives you competence on sustainable mobility and transport	Example: The Province of Treviso has competence on air quality and pollution, as stated by the consolidated act 267/2000, Art. 19.
Is your organisation a ERDF OP Managing Authority?	
If NO, are you recruiting your relevant OP MA? Please give details	Example: The Province of Treviso is hoping to recruit the Veneto Region to the consortium.
In case your competence in sustainable mobility and transport is not clearly stated in the legal framework of your Institution, please explain why you think you are competent in this field	Example: The Province of Treviso has developed policies and initiatives on sustainable mobility and transport by involving the 95 municipalities making up its territory. In particular, the Province of Treviso acted as coordinator in issues related to cycling mobility, mobility management, transport planning applied to employees and students, as well as territorial planning

RELEVANCE OF YOUR OPERATIONAL PROGRAMME:

Please provide references to your Operational Programme. NOTA it is likely (and expected) that the relevant OP is normally the regional, but it could also be a national thematic OP. Please do not consider INTERREG OPs. <u>Please complete this section even if you are not the Managing Authority.</u>	
Please specify the exact title(s)/article(s) of your Operational Programme that defines strategies on sustainable mobility and/or transport; please provide an EN version of the original text, and of any subsequent (relevant) amendments.	

EXPECTED ROLE IN THE CONSORTIUM:

Please indicate if your Institution has already developed best practices in sustainable mobility that can be contributed to the project. NOTA 'no' is perfectly acceptable; we will assume that your organisation will wish to be a learner-partner.	Yes/no
If YES, please list, name and briefly describe the best practices that you can contribute to the project (max 5 lines per each best practice)	
If NO, please indicate if your Institution wishes to learn from the experience already developed by other partners with a view to adopt their best practices	Yes/no

FORMAL REQUIREMENTS:

You will be asked, if selected, to sign formal documents in order to participate in the project. Please confirm that you accept to provide the following documents:	
Co-financing statement (after negotiation phase)	Yes/no
Formal act that demonstrates that the decision makers are aware of the project and guarantee its sustainability, if approved.	Yes/no

TIME SCHEDULE:

You will be asked, if selected, to respect the deadline of the candidature process; you should be able to follow the following time schedule:	
In case you are interested in this project proposal, please contact us as soon as possible in order to activate the partnership procedure	Yes/no
29 January 2010 – PARTNER DATA FORM must be sent by e-mail (closure of the partnership)	Yes/no
5 February 2010 – participate in the partner round table in London with a view to define your role and agree the general structure of the project ²	Yes/no
19 February 2010 – Closure of brainstorming and negotiation (activities and budget)	Yes/no
26 February 2010 – OFFICIAL ACT and CO-FINANCING STATEMENT must be sent in ORIGINAL by private courier	Yes/no
3 March – Candidature will be sent by the lead partner to the JTS	

² Meeting to be confirmed. All bid-costs are the responsibility of the partners. However if the proposal is successful the costs of preparation can be claimed as eligible costs.