



Annual Implementation Report 2013

INTERACT 2007-2013

Good Governance of Territorial Cooperation Programmes

Operational Programme

under the European Territorial Cooperation Objective
based on Article 6 pt. 3 lit. b of Regulation (EC) No 1080/2006
of the European Parliament and the Council

Programme No. CCI 2007 CB163 PO 015.

Contents

Contents	1
Identification	2
List of abbreviations	2
1 Executive summary	3
2 Summary of INTERACT achievements in the 2007-2013 period	4
3 Overview of the implementation of the operational programme	5
3.1 Achievement and analysis of the progress.....	5
3.1.1 Information on the physical progress of the Operational Programme	5
3.1.2 Financial information.....	8
3.1.3 Information about the breakdown of use of the Funds.....	10
3.1.4 Assistance by target groups	10
3.1.5 Assistance repaid or re-used	10
3.1.6 Qualitative analysis.....	10
3.1.7 Audit activities	11
3.2 Information about compliance with Community law	12
3.3 Significant problems encountered and measures taken to overcome them.....	12
3.4 Changes in the context of the operational programme implementation	12
3.4.1 Revision of the financial plan	12
3.4.2 Revision of certain indicator targets.....	13
3.5 Substantial modification pursuant to Article 57 of Regulation (EC) No 1083/2006	14
3.6 Complementarity with other instruments	14
3.6.1 Cooperation with interregional and networking programmes.....	14
3.6.2 Cooperation with other stakeholders	14
3.7 Monitoring and evaluation arrangements.....	15
3.7.1 Reporting on beneficiary level.....	15
3.7.2 Reporting on programme level.....	15
3.8 National performance reserve.....	15
4 Implementation by priority.....	16
4.1 Organisational situation	16
4.1.1 IP Turku.....	17
4.1.2 IP Valencia	17
4.1.3 IP Viborg.....	18
4.1.4 IP Vienna	18
4.1.5 INTERACT Secretariat.....	18
4.1.6 Coordination	19
4.2 Priority 1: Service development and delivery.....	19
4.2.1 Achievement of targets and analysis of the progress.....	19
4.2.2 Qualitative Analysis.....	31
4.2.3 Significant problems encountered and measures taken to overcome them	32
5 Technical Assistance	33
5.1 Explanation of use made of technical assistance.....	33
5.2 Percentage of the amount of the Structural Funds contribution allocated to the operational programme spent under technical assistance.....	34
6 Information and publicity	35
6.1 The Programme's communication strategy	35
6.1.1 Communication activities.....	35
6.2 Indicators of information and publicity	39
6.3 Assessing the results of the information and publicity measures in terms of visibility.....	40
6.3.1 Statistics.....	40
Annexes	43

Identification

OPERATIONAL PROGRAMME

Objective concerned:	European Territorial Cooperation
Eligible area concerned:	Territory of the 28 European Union Member States plus Norway and Switzerland
Programming period:	2007-2013
Programme number (CCI No):	CCI 2007 CB163 PO 015
Programme title:	INTERACT 2007-2013 (INTERACT II)

ANNUAL IMPLEMENTATION REPORT

Reporting year:	2013
Date of approval of the annual report by the monitoring committee:	24 June 2014

List of abbreviations

AA	Audit Authority	FTE	Full-time equivalent
CA	Certifying Authority	GoA	Group of Auditors
CCI	Cultural and creative industries	HAL	Horizontal Action Leader
CBC	Cross-Border Cooperation	HIT	Harmonised Implementation Tools
CDB	Contact Database	IEE	Intelligent Energy Europe
CLLD	Community-led Local Development	IMS	INTERACT Management System
CoR	Committee of the Regions	IP	INTERACT Point
CSF	Common Strategic Framework	IPA	Instrument for Pre-Accession Assistance
DG DEVCO	Directorate General Development and Cooperation	IS	INTERACT Secretariat
DG Regio	Directorate General Regional Policy	IT	Information technology
EC	European Communities	ITI	Integrated Territorial Investment
EGTC	European Grouping of Territorial Cooperation	JAP	Joint Action Plan
ENI	European Neighbourhood Initiative	JAWP	Joint Annual Work Plan
ENPI	European Neighbourhood and Partnership Instrument	JTS	Joint Technical Secretariat
ERDF	European Regional Development Fund	MA	Managing Authority
ERT	Event Registration Tool	MC	Monitoring Committee
ESF	European Social Fund	MEP	Member of the European Parliament
ETC	European Territorial Cooperation	NCP	National Contact Point
EU	European Union	No	number
EUR	euro	OLAF	European Commission Anti-Fraud Office
EUSAIR	European Union Strategy for the Adriatic and Ionian Region	OP	Operational Programme
EUSBSR	European Union Strategy for the Baltic Sea Region	PA	Priority Area
EUSDR	European Union Strategy for the Danube Region	PAC	Priority Area Coordinator
FLC	First Level Control	QA	Quality Assurance
		Q&A	Questions and Answers
		RfP	Request for Payment
		SLA	Service Level Agreement
		SME	Small and Medium Enterprise
		TA	Technical Assistance
		TN	Transnational

1 Executive summary

In 2013 the INTERACT II Programme (furthermore referred to as INTERACT) continued contributing to its objectives as described in the Operational Programme and the Multi Annual Work Plan. Individual activities and work packages were implemented on the basis of the 2013 Joint Annual Work Plan (approved at the 10th Monitoring Committee meeting (8-9 November 2012, Copenhagen).

In order to best serve the needs of the target groups (bodies and institutions responsible for the management and control of territorial cooperation programmes) and other stakeholders of the Programme, the Joint Annual Work Plan (JAWP) was based on a needs assessment exercise. Besides a main online survey opened in May, it utilised several other sources of information including direct requests from programmes and the European Commission, anticipated needs, and follow-up from 2012.

INTERACT support to territorial cooperation programmes focused on the below fields in 2013:

- *Management of 2007-2013 programmes*, where activities concentrated on programme closure and the closely related topics of irregularities, interruption and suspension of payments. The ever-relevant topic of public procurement was also addressed and the approaching end of the programming period also provided opportunity to identify and share best practises related to programme management.
- *Supporting the preparations for the 2014-2020 programming period* was without doubt the focal point of 2013. Support in the field of programming addressed issues like intervention logic, performance framework, indicators and involvement of the private sector, and besides seminars/workshops and written material, direct, tailor-made assistance was provided to programme bodies during the numerous advisory services delivered. The HIT package was not only further developed and complemented with new tools but also extensively promoted to ensure the widest possible take-up. In order to address one of the biggest challenges that programmes face in connection with the new period, developing their monitoring systems and complying with e-cohesion requirements, initial steps were taken towards the development of an open source monitoring system taking into account ETC specificities, that will be available to programmes free of charge. This is the single largest individual activity of INTERACT so far and it is expected to contribute to significant economies of scale in the whole ETC community. Support was not only provided to programmes, but also to the European Commission: the delegated act on eligibility has been highly influenced by the related input of INTERACT.
- Services in the field of *macro-regional and sea basin strategies* were not only addressed to the EUSBSR and the EUSDR, but also the new EU Strategy for the Adriatic and Ionian Region, based on lessons learnt in supporting the other two Strategies. In this context, particular emphasis was put on embedding the Strategies in the new operational programmes.
- Regarding *capitalisation and KEEP*, the thematic work in several fields (energy, maritime issues, cultural and creative industries) was continued and resulted in events and several publications, while the database of KEEP was considerably extended and at the same time several developments contributed to a more reliable, faster and more user-friendly system.
- *Communication* activities helped enhancing the visibility of ETC (the 173 events organised under the framework of the second European Cooperation Day attracted 35.000 participants), provided direct support to programmes related to the requirements of the new programming period, story-telling and an initiative aiming at developing a common brand for ETC was also launched.

Regarding INTERACT management and coordination, the usual activities related to the Programme's annual cycle were carried out and the programming process of INTERACT III continued with the two Programming Committee meetings as the main milestones. Submission of the Operational Programme to the European Commission is expected to take place in the summer of 2014.

2 INTERACT achievements in the 2007-2013 period

INTERACT in the years from 2007 to 2013 *provided tangible support* primarily to

- Territorial cooperation programmes (i.e. the bodies involved in the management and control activities of the programmes, including managing authorities, joint technical secretariats, certifying and audit authorities, first level controllers, etc.); as well as to
- Other territorial cooperation stakeholders (among others national authorities, actors of the multi-level governance systems of macro-regional strategies and the European Commission)

in several areas, including

- Management and control of 2007-2013 programmes (programme set-up, programme, project and financial management, including first- and second level control);
- Macro-regional strategies;
- Capitalisation;
- Communication of programme and projects results; and
- Preparations for the 2014-2020 programming period.

INTERACT support has mainly been *delivered in the form of* different types of events and tools (both printed and electronic), among them:

- 24 studies
- 47 newly developed tools
- 23 conferences
- 225 seminars and workshops
- 221 advisory services
- 156 network and laboratory group meetings
- 845 information services (please see the following section for the rest of the indicators).

All ETC programmes have - although to a different extent - *directly benefited* from INTERACT services. An average satisfaction rate of 4.19 out of 5.00 of INTERACT event attendees shows that the programmes highly appreciate the support provided.

However, the above figures tell only part of the story as there are aspects of INTERACT services that are hard to demonstrate solely by indicators, nevertheless they are no less important:

- Flexible, responsive and pro-active approach: INTERACT activities are not only based on an annual assessment of needs and the relevant stage of the programme cycle but the programme has been always quick to adapt its services to the emerging requests of its target groups;
- Tailor-made services besides standardized ones: customised advisory services based on individual stakeholder requests represent high added value for the programmes and macro-regional strategies;
- Innovative types of support: large-scale activities like the HIT package and e-MS contribute substantially to harmonisation and making 2014-2020 ETC more effective and efficient with less admin burden for all actors involved;
- Making the voice of ETC heard: based on 2007-2013 experience and joint work with the programmes, INTERACT was in certain areas able to influence the 2014-2020 legislative package, making it more favourable for the territorial cooperation community.

3 Overview of the implementation of the operational programme

3.1 Achievement and analysis of the progress

Most of the interventions foreseen in the OP were covered in 2013 and are shown in the indicators table in section 3.1.1. For more comprehensive information on the contents, see section 4.2.1 onwards.

3.1.1 Information on the physical progress of the Operational Programme

Quantifiable indicators only have been defined at priority levels (for details see section 4) and no quantifiable indicators have been mentioned at programme level in the OP itself. The baseline value for all indicators is zero.

Table No 1: Information on the physical progress on the operational programme level

Operational objective / Indicator		2007	2008	2009	2010	2011	2012	2013	2014	2015	Total ¹
Knowledge base											
Indicator 1: Studies	Achievement	0	1	1	1	11	14	24			24
	Target baseline	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	24
Indicator 2: Surveys	Achievement	0	0	5	7	8	9	27			27
	Target baseline	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	16
Indicator 3: Material sets	Achievement	0	10	68	85	162	204	299			299
	Target baseline	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	360
Indicator 4: Web resources	Achievement	0	3	3	3	3	7	14			14
	Target baseline	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	9
Indicator 5: General information services	Achievement	0	207	386	639	684	756	846			846
	Target baseline	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	900
Indicator 6: Technical dossiers on good governance	Achievement	0	0	1	1	36	46	57			57
	Target baseline	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	60
Tools											
Indicator 7: Refined and updated tools	Achievement	0	0	4	4	7	13	57			57
	Target baseline	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	23

¹ Targets in italic were changed in the framework of the second OP revision, approved by the European Commission on 3 March 2014. For more information please see section 3.4.2.

Operational objective / Indicator		2007	2008	2009	2010	2011	2012	2013	2014	2015	Total ¹
Indicator 8: New tools developed	Achievement	0	1	8	8	10	26	47			47
	Target baseline	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	30
Network coordination											
Indicator 9: Two-tier network set-up and coordination	Achievement	0	2	2	2	2	2	2			2
	Target baseline	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	2
Indicator 10: Enhancement and maintenance of external networking	Achievement	0	0	5	6	57	99	114			114
	Target baseline	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	180
Exchange and transfer											
Indicator 11: Seminars and workshops	Achievement	0	21	70	118	161	203	225			225
	Target baseline	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	240
Indicator 12: E-workshops	Achievement	0	1	2	2	2	2	2 ²			2
	Target baseline	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	6
Indicator 13: Advisory services	Achievement	0	18	85	101	148	171	221			221
	Target baseline	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	180
Indicator 14: Thematic networks	Achievement	0	8	17	37	52	76	99			99
	Target baseline	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	120
Indicator 15: Framework for laboratory groups and pilot networks	Achievement	0	8	11	13	29	53	57			57
	Target baseline	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	90
Indicator 16: Conferences	Achievement	0	3	7	8	10	13	23			23
	Target baseline	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	16
Dissemination and publicity											
Indicator 17: Web portal	Achievement	0	1	1	1	1	2	2			2
	Target baseline	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1
Indicator 18: Newsletter	Achievement	0	1	5	8	11	22	34			34
	Target baseline	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	24

² The suitable tool was identified only at the end of 2013 and several e-workshops are to take place in 2014. Thereby the target of 6 is expected to be met.

Operational objective / Indicator		2007	2008	2009	2010	2011	2012	2013	2014	2015	Total ¹
Indicator 19: Promotional activities	Achievement	0	21	49	79	117	209	261			261
	Target baseline	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	500
Quality management											
Indicator 20: CooG and other perm. work groups set up and meeting regularly	Achievement	0	8	13	27	42	58	72			72
	Target baseline	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	86
Indicator 21: Quality Assurance Man- ager employed	Achievement	0	1	1	1	1	1	1			1
	Target baseline	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1
Indicator 22: Manuals describing standardised core pro- cedures	Achievement	0	0	1	1	3	3	3			3
	Target baseline	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	4
Indicator 23: Certification scheme for contributors (thematic or pilot networks)	Achievement	0	0	0	0	0	0	0			0
	Target baseline	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1
Indicator 24: Staff trainings	Achievement	0	1	1	2	3	3	4			4
	Target baseline	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	6
Indicator 25: Focus groups with stakeholders	Achievement	0	0	0	1	1	2	3			3
	Target baseline	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	6
Technical Assistance											
Indicator 26: All units of the managing system set up	Achievement	0	5	5	5	5	5	5			5
	Target baseline	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	5
Indicator 27: Key committees meeting regularly	Achievement	0	2	4	6	8	10	12			12
	Target baseline	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	18
Indicator 28: Programme documents delivered in time	Achievement	0	3	3	4	4	4	5			5
	Target baseline	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	8
Indicator 29: Strategies and reports approved	Achievement	0	1	3	3	5	6	6			6
	Target baseline	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	7

3.1.2 Financial information

Thirty-one requests for payment (RfPs) in the amount of EUR 5,459,654.85, out of which EUR 4,640,706.61 were from ERDF and EUR 818,948.24 from national contribution, were submitted by the Managing Authority (MA) to the Certifying Authority (CA) in the period from 01 January to 31 December 2013, thereof:

- 30 RfPs were approved in full claimed amount of EUR 4,339,637.37 ERDF
- 1 RfP was approved in decreased amount of EUR 301,068.09 ERDF.

The total amount of expenditure approved within RfPs in 2013 represents EUR 5,459,653.49 (thereof EUR 4,640,705.46 ERDF and EUR 818,948.03 national contribution).

128 interim RfPs were submitted to the CA in the amount of EUR 21,291,185.65 (EUR 18,097,507.83 ERDF and EUR 3,193,677.82 national contribution), thereof:

- 115 RfPs were approved in the amount of EUR 17,541,465.54 ERDF
- 7 RfPs were approved in decreased amount of EUR 197,947.15 ERDF
- 6 RfPs have been rejected by the CA in the amount of EUR 387,787.22 ERDF.

The reimbursement of the 128 RfPs submitted and approved by CA was done as follows:

- 102 RfPs were paid out to the beneficiaries (total amount EUR 18,253,346.02, thereof EUR 15,515,344.15 ERDF);
- 15 RfPs were used for clearance of advance payment (total amount EUR 1,283,420.45, thereof EUR 1,090,907.37 ERDF)
- 4 RfPs - of IP Valencia, IP Turku, MA and the IS - amounting to EUR 753,598.96 (EUR 640,559.12 ERDF) were not paid out to the beneficiaries because of the lack of liquidity on the CA bank account.

1 RfP consists of two types of expenditure: the expenditure in the amount of EUR 121,854.17

(EUR 103,576.04 ERDF) represents the clearance of advances, the expenditure for reimbursement in the amount of EUR 224,798.65 (EUR 191,078.85 ERDF) were not paid out to the beneficiaries because of the lack of liquidity on the CA bank account.

The total amount of RfPs approved until 31 December 2013 represents EUR 20,637,018.25 (thereof EUR 17,541,465.54 ERDF and EUR 3,095,552.71 national contribution). For the detailed overview of interim RfPs submitted to CA until 31 December 2013, please see Annex 1.

3.1.2.1 Applications for payment to the European Commission and payments received

During 2013, four payment claims in the amount of EUR 5,698,004.30 were sent by the CA to the European Commission (Commission) and the Commission reimbursed three interim payments to the CA's account amounting to EUR 3,116,530.34. The overview of all payment claims sent by the CA to the Commission is included in Annex 1, Table No 3 and Commission payments are shown in Annex 1, Table No 2.

3.1.2.2 N+2/n+3

The eligible expenditure reported to the Commission within payment claims is in the amount of EUR 17,533,914.35, representing 58.15% of the total programme allocation for the period 2007-2013. N+3 and N+2 rule (for the years 2010 and 2011) has been fulfilled by 100%, the fulfilment of N+2 rule (for 2012) has reached 0.24%.

3.1.2.3 Estimation of expected expenditures

Estimation of expected expenditure for 2013 for INTERACT was sent to the Commission in accordance with the deadline on 30 April 2013, amounting to EUR 4,700,000.00. The updated estimation in the amount of EUR 6,116,530.34 was sent by CA to the Commission in September 2013.

The updated estimation of expected expenditure was fulfilled by 93.16% - four interim payments amounting to EUR 5,698,004.30 were sent to the Commission. By receiving three interim payments from the Commission in 2013 amounting to EUR 3,116,530.34, the updated estimation of expected expenditure was fulfilled at the level of 50.95%.

Table No 2a: Comparison of the actual and the estimated expenditure from 01 January to 31 December 2013

INTERACT	Estimation of expected expenditure sent to the Commission by 30 April 2013 for 2013 (EUR)	Actual spending (payment claims sent to the Commission for 2013; EUR)	Deviation (estimated expenditure-actual spending; EUR)	Fulfillment of the estimation of expected expenses in 2013
Total	4,700,000.00	5,698,004.30	-998,004.30	121.23%

Data source: CA

INTERACT	Updated estimation of expected expenditure sent to the Commission by 13 September 2013 for 2013 (EUR)	Actual spending (payment claims sent to the Commission for 2013; EUR)	Deviation (estimated expenditure-actual spending; EUR)	Fulfillment of the estimation of expected expenses in 2013
Total	6,116,530.34	5,698,004.30	-418,526.04	93.16%

Data source: CA

Table No 2b: Comparison of the actual and the estimated expenditure from 01 January to 31 December 2013 - payments received from the Commission in 2013

INTERACT	Estimation of expected expenditure sent to the Commission by 30 April 2013 for 2013 (EUR)	Actual spending (payments received from the Commission for 2013; EUR)	Deviation (estimated expenditure-actual spending; EUR)	Fulfillment of the estimation of expected expenses in 2013
Total	4,700,000.00	3,116,530.34	1,583,469.66	66.31%

Data source: CA

INTERACT	Updated estimation of expected expenditure sent to the Commission by 13 September 2013 for 2013 (EUR)	Actual spending (payments received from the Commission for 2013; EUR)	Deviation (estimated expenditure-actual spending; EUR)	Real fulfillment of the estimation of expected expenses in 2013
Total	6,116,530.34	3,116,530.34	3,000,000.00	50.95%

Data source: CA

3.1.2.4 Certification

Certification verification was performed within 1 RfP out of 31 submitted to CA in the period from 01 January 2013 to 31 December 2013. The verified sample represents an amount of EUR 12,511.00, which met 0.23% of the submitted RfPs, and 49.57% of the verified RfPs.

Ineligible expenditure within the submitted RfPs was not identified. No other problems were solved during certification verifications.

3.1.2.5 Irregularities

During the period 01 January to 31 December 2013 the MA reported to the CA as follows:

1. Irregularities with financial impact

In the reporting period, CA was reported 1 report on identified irregularity. This irregularity was identified during performed audit.

The total number of identified irregularities reported to the CA until 31 December 2013 was 15 in the amount of EUR 336,400.72.

2. System irregularities

No system irregularities were reported to the CA during 2013.

Table No 3: Overview of reported irregularities to CA during the period 1 January to 31 December 2013

Body	Priority axis	Number of irregularities	Irregularities (EUR)	
			Total	ERDF
INTERACT Secretariat	1	1	26.25	22.31

Data source: CA, 2014

3.1.3 Information about the breakdown of use of the Funds

Spending of the Community funds (taking into account the irregularities in the amount of EUR 7,551.09) by 31 December 2013 amounting to EUR 17,533,914.45 represents 58.15% of the overall commitment for the period 2007-2013. For a detailed overview, see Annex 1, Table No 4.

In accordance with EC legislation two rules N+3/N+2 for the annual commitments 2010 and 2011 were necessary to fulfil till the end of 2013. Total eligible expenditure approved on the CA level in the amount of EUR 17,533,914.45 represented 100% of the commitment 2010 (EUR 5,393,495.83) and commitment 2011 (EUR 6,016,984.83), it means the rule N+3/N+2 was fulfilled on the level of CA until 31 December 2013. Spending of the commitment 2012 (EUR 6,484,158.83) was at the end of 2013 on the level of 0.24%

3.1.4 Assistance by target groups

In 2013 INTERACT activities targeted Europe-wide the different programme- and national level institutional actors and bodies responsible for management and control activities of European Territorial Cooperation programmes (section 3.1 of the OP), such as Managing Authorities, Joint Technical Secretariats, Certifying Authorities, Audit Authorities, First Level Control bodies, as well as members of Monitoring Committees, National Contact Persons, and stakeholders backing the programmes. Activities in support of the similar bodies and actors of IPA CBC programmes were also carried out. However, no breakdown per target group is available.

Additionally, European Cooperation Day targeted a wider audience, namely European citizens, in order to improve the visibility of Territorial Cooperation and to show what impact the programmes had on the life of the population.

3.1.5 Assistance repaid or re-used

No modification as referred to in Article 57 of Regulation (EC) No 1083/2006 occurred in 2013.

The CA paid advance payments to beneficiaries in the total amount of EUR 3,794,515.00, thereof EUR 3,225,337.75 ERDF and national contribution amounting to EUR 569,177.25.

The MA, IS, CA, AA and IP Valencia submitted the clearance requests for payment in the total amount of EUR 1,405,274.62, which represents 37.03% of the provided advance payments. The clearance request was submitted by the following beneficiaries within priority axis 1: IS in the total amount of EUR 941,200.00, representing 100%, IP Valencia in the total amount of EUR 121,854.17, representing 24.87%, MA in the total amount of EUR 30,167.50, representing 9.78%. The amount of EUR 262,061.75 of the total advance payment for priority axis 1 by MA was returned as irregularities in three tranches.

The clearance request in total received amount, i.e. 100% was submitted by beneficiaries within priority axis 2 following: MA in the total amount of EUR 181,440.00 and CA in the total amount of EUR 44,560.00. IS submitted EUR 64,434.03, representing 73.02%.

The remaining amount of EUR 2,127,178.63 (representing 62.17% of advances provided) is necessary to submit for clearing until the spending of total budget will reach the level of 95% at the latest.

3.1.6 Qualitative analysis

The programme run smoothly in 2013, the core activities of the programme have been successfully implemented and products and services delivered to the target groups. Activities were based on a stakeholder needs analysis conducted in the summer of 2012 and included in the Joint Annual Work Plan. Due to the nature of the programme, where flexibility is a must, some activities have been adapted to urgent needs of the stakeholders, expressed

throughout the year 2013. The satisfaction rate of the users of INTERACT products and services is overall very high; for qualitative analysis of the service delivery see section 4.2.2.

3.1.7 Audit activities

3.1.7.1 System audits in 2013

During the year 2013 system audit No A552 has been performed concerning the INTERACT 2007-2013 Programme. In compliance with the risk analysis the system audit verified the efficiency of management and control systems at the level of the Managing Authority and the INTERACT Secretariat.

The system audit only identified the following 2 findings:

- failure to publicize a list of beneficiaries within each priority axis and the provided public financial resources approved by the Monitoring Committee for OP INTERACT on the web-page of the Managing Authority, and

- failure to update the Description of the management and control systems: the document states that the first level control is performed by an external auditing company, however, currently this task is being performed by employees of the Managing Authority.

Based on the aforementioned facts, the auditors consider the management and control system of OP INTERACT to be functional, with only minor improvements necessary.

3.1.7.2 Audits of operations in 2013

Auditors of the Audit Authority in cooperation with members of the Group of Auditors of OP INTERACT verified four Requests for Payment, as detailed in table No 4. Details concerning the amount of expenditure verified as a sample of expenditure declared to the Commission in the course of 2012 are briefly summarized in table No 5.

Table No 4: Overview of Requests of Payment verified in 2013

Request for Payment ID	Authority	Expenditure declared (EUR)
12/IP Turku/1-IP8	IP Turku	321,633.70
11/IP Turku/1-IP7	IP Turku	335,153.35
12/IS/1-IP18	INTERACT Secretariat	4,131.84
12/IS/1-IP21	INTERACT Secretariat	316,063.52
Total		976,982.41

Data source: AA

Table No 5: Expenditure verified as a sample of expenditure declared to the Commission

Operational Programme	Declared expenditure (EUR)	Verified expenditure (EUR %)		Ineligible expenditure (EUR)	Error rate estimate
INTERACT	4,680,636.37	976,982.41	20.87%	26.25	0.003 %

Data source: AA

As the audit identified ineligible expenditure in the amount of EUR 26,25, the total error rate did not reach the level of 2% of the set materiality, and so the audit of operations in compliance with the Audit Strategy confirmed the results of the system audit - the management and control system is working, however, it is necessary to carry out several improvements.

The audits of operations identified the following financial findings:

- Interact Secretariat:
 - inclusion of full subsistence expenditure in allowances despite the fact that breakfast has been provided as a part of the accommodation package, leading to ineligible expenditure in the amount of EUR 26.25, the financial finding is considered random in its nature.

The audits of operations also identified non-financial findings of non-systemic nature, major of which are listed below:

- insufficient first level control at the MA level, when it failed to detect the above mentioned financial finding of the INTERACT Secretariat,
- salary costs of one employee were allocated to the INTERACT project and an ENPI project using fixed percentages. Based on the time sheet information and gross salary, a recalculation of real staff costs related to IP Turku has been made, based on which the reported staff costs did not exceed real staff costs associated with the project,
- share of one employee's working time for the INTERACT project was raised during the year respectively, which caused lots of corrections for her salary entries. Also other correction entries were made at the same time due to salary costs of another person not working for the project. Documentation of project's salary costs didn't verify basis for these corrections and therefore the audit trail of reported salary costs was unclear. The audit group recalculated and confirmed that salary costs are reported correctly.

3.1.7.3 Communication with the European Commission

According to Article 62 of Regulation (EC) No 1083/2006 the Audit Authority elaborated the Annual Control Report and an Opinion concerning the reference period 1 July 2012 to 30 June 2013, as well as an update of the Audit Strategy for the period 2014-2016 in December 2013. Both documents were sent for comments and approval to the members of the Group of Auditors and consequently on 20 December 2013 to the Commission via SFC2007.

Table No 6: Original and revised financial resources available for the Programme

(All amounts in EUR)	ERDF contribution (original)	National contribution (original)	Total (original)	ERDF contribution (revised)	National contribution (revised)	Total (revised)
Priority 1	31 991 501	5 645 559	37 637 060	28 345 020	5 002 063	33 347 083
Priority 2	2 042 011	360 355	2 402 366	1 809 257	319 281	2 128 537
Total	34 033 512	6 005 914	40 039 426	30 154 277	5 321 344	35 475 621

Source: MA

3.2 Information about compliance with Community law

As in the previous years, the Programme took all necessary measures to ensure compliance with Community law. No significant problems relating to the compliance with Community law have been encountered in the implementation of the Operational Programme in 2013.

3.3 Significant problems encountered and measures taken to overcome them

No significant problems were encountered in implementing the Programme in 2013.

3.4 Changes in the context of the operational programme implementation

Based on the approvals given at the 11th (29 May, Limassol) and 12th (6 November, Dublin) MC meetings, the MA initiated at the Commission the second revision of the operational programme on 3 December. The revision concerned the financial plan and the targets of certain output and result indicators.

3.4.1 Revision of the financial plan

The 2007 decision of Germany not to participate in the Programme resulted in reduced financial resources (ERDF and related national co-financing) being available. In order to officially take account of the change, section 8 *Financial Plan and Codification* the operational programme had to be revised. Table No 6 gives an overview of the original (including contribution of Germany) and revised (without German contribution) financial resources.

3.4.2 Revision of certain indicator targets

Based on the mandate given at the 11th MC meeting, the Programme also reviewed the fulfilment of output and result indicators and decided to revise certain targets in order to better reflect the actual achievements of the Programme. As a result, the following changes have been made to section 7.3.3 *Targets of Output and Results Indicators*:

- Output indicators:
 - targets showing by the end of 2012 an under-achievement of at least 50% were reduced accordingly, while those with a significant overachievement were increased.

- Result indicators:
 - 'No of paper copies distributed' was reduced to zero (except for newsletters) as documents are mainly distributed online;
 - as the Programme does not have any technical means to measure indicators 'No of downloads' and 'No of instances of media coverage', the relevant target figures were changed to 'Not measurable (N/m)';
 - other targets were adjusted to take into account the change in the related output indicator.

The below tables provide an overview of the changes to the indicators.

Table No 7: Changes in output indicator targets

Output indicators	Current target	Revised target
Surveys	48	16
General information services	1 800	900
Technical dossiers on good governance	12	60
Refined and updated tools	30	23
Two-tier network set-up and coordination	1	2
Enhancement and maintenance of external networking	12	180
E-workshops	14	6
Thematic networks	24	120
Framework for laboratory groups and pilot networks	12	90
Conferences	10	16
CooG and other permanent work groups set up and meeting regularly	24	86

Source: MA

Table No 8: Changes in result indicator targets

Output indicator	Result indicator	Current target	Revised target
E-workshops	No of participant days	420	120
Thematic networks	No of participant days	360	1 200
Conferences	No of participant days	3000	1350
	Audience reached by presentation	1800	900
Web portal	No of website visits	15 000	80 000
Newsletter	No of paper copies distributed	96 000	18 000
Other relevant output indicators	No of paper copies distributed	Several	0
	No of downloads	Several	N/m
Promotional activities	No of instances of media coverage	500	N/m

Source: MA

The Commission eventually approved the revision of the OP on 3 March 2014. The revised OP document is available on the INTERACT website.

3.5 Substantial modification pursuant to Article 57 of Regulation (EC) No 1083/2006

No substantial modification as related to Article 57(1) of Regulation (EC) No 1083/2006 has been detected for 2013.

3.6 Complementarity with other instruments

3.6.1 Cooperation with interregional and networking programmes

Concerning the cooperation with interregional and networking programmes, please see section 4.2.1.6.

3.6.2 Cooperation with other stakeholders

3.6.2.1 Open Days

Similar to last year, INTERACT contributed to the Open Days in order to provide especially non-ETC audience with information on ETC and its own work. The below workshops were organised in cooperation with DG Regio:

- “Involvement of SMEs in ETC: How to deal with State Aid and intellectual property rights in the context of ETC projects?” (9 October);
- “Added value of macro-regional cooperation” (9 October);
- “New territorial features (ITI, JAP, CLLD) and EGTC in European territorial cooperation programmes” (9 October).

INTERACT also participated in and provided ETC inputs to other workshops, such as:

- “Managing global talent retention –exploring solutions of social innovation through cross-border cooperation”;
- “More jobs, better cities and regions: how can cities and regions best create and support more and better jobs?” INTERACT provided input to

the workshop (organised with the networking programmes and coordinated by URBACT) through the involvement of a relevant strand A project (GenerationBALT) that made a presentation and it was also highlighted how a simple search in the KEEP database using the keyword “labour market and employment” would result in information on more than 300 projects from all strands.

- Furthermore, the Programme took part in the joint exhibition “EU solutions for cities and regions” that was organised with the networking programmes at the Committee of the Regions. The goal of this exhibition was to present good ideas and solutions for cities and regions all over Europe, in fields ranging from innovation to environment. During the exhibition, and in particular during the two networking events that were organised there, visitors have been invited to the presentation of KEEP, demonstrating how they can use KEEP to find territorial cooperation partners and projects. Flyers on KEEP were also produced and distributed in this occasion.

3.6.2.2 Macro-regional strategies

Concerning Macro-Regional Strategies, please see section 4.2.1.4.

3.6.2.3 Cooperation with ENPI CBC programmes

INTERACT ENPI Project is implementing its Phase II. During 2013 the project had 9 Key Experts out of whom five of them were giving expert support directly to programmes by advisories on programming and providing detailed assistance in JMC meetings as well as in PC meetings, two experts concentrated on supporting programmes in communication and capitalisation activities. The project attended or organized an overall number of 100 events and/or services, including one major Annual Conference for all stakeholders in Athens Greece, in November 2013. Another major meeting discussing the upcoming implementation of ENI CBC and Implementation rules was organised in April in Antwerp. In addition to the events and meetings INTERACT ENPI has contributed to the development of the programming of ENI CBC by producing a Programming Guide, as well as participated in the drafting of the Implementing rules in close cooperation with DG DEVCO.

The tasks of the project included major cooperation with INTERACT communication services to ETC programmes; the ENPI CBC programmes were included in the EC Day activities with a wide coverage and KEEP database includes all contracted ENPI CBC projects. INTERACT ENPI CBC programmes and their activities have been presented in INTERACT newsletters and other INTERACT publications. The first edition of a specific INTERACT ENPI newsletter was published in May 2013.

3.6.2.4 Cooperation with IPA CBC programmes

Concerning cooperation with IPA CBC programmes, please see sections 4.2.1.3 and 6.1.1.8.

3.7 Monitoring and evaluation arrangements

3.7.1 Reporting on beneficiary level

The primary sources of data for the MA for financial and activity monitoring of the INTERACT Points (IPs) are the regular reports foreseen in the subsidy contracts. Based on the subsidy contracts, IPs submit an annual mid-term and annual final report, by 15 October and 15 April, covering the first and the second half of the calendar year, respectively. (They may submit another two additional reports per year.) The reports comprise a narrative part (de-

scribing in detail the staff situation and the activities undertaken in the reporting period) and a financial part; the latter must be validated by the designated national controller. The MA verifies reports both financially and content-wise and may ask for clarifications and/or completion of documents or further information. Reports are prepared and submitted in a pre-defined format using the IMS system. Furthermore, the IPs shall at any time provide further information as requested by the MA.

3.7.2 Reporting on programme level

Several reporting obligations exist on programme level: besides the regular Annual Implementation Reports (Article 67 of Regulation (EC) No 1083/2006) and the AA's Annual Control Reports (Article 62(1)(d) of Regulation (EC) No 1083/2006), the MA submits twice a year comprehensive six-month reports to the Slovak government, providing detailed information on programme management, services provided by the IPs, and programme finances.

3.8 National performance reserve

The national performance reserve is not applicable in case of INTERACT.

4 Implementation by priority

4.1 Organisational situation

As the IPs (and the IS) are the core implementing bodies of the Programme, their organisational and staff situation are crucial for the successful implementation of the joint annual work plans.

As regards the INTERACT staff, 2013 was characterised by following developments:

- Turnover of staff in all IPs and the IS;

- Introduction of new positions at certain IPs based on the approvals provided at the 11th and 12th MC meetings; and
- Transfer of functions and positions/persons from the IS to IPs and simultaneous reduction of the number of IS positions, as part of the transition from INTERACT II to INTERACT III, decided at the 12th MC meeting (6 November 2013, Dublin, Ireland).

The staff situation of the IPs and the IS as of 31 December 2013 is shown in the table below.

Table No 9: The INTERACT staff as of 31 December 2013

Body/Name	Position/remark
IP Turku	
Baiba Liepa	Project Manager to support the implementation of the EUSBSR
Gabriel Alvarez	Communication Officer
Riitta Ahdan	Coordinator
Satu Hietanen	Project Manager - Financial Management
Ulf Wikström	Project Manager - Communication and Capitalisation
Philipp Schwartz	Project Manager - Programme and project management
IP Valencia	
Amparo Montán	Coordinator
Bérengère Roeges	Administration Officer
Dorothee Fischer	Communication and Project Development Officer
Laura Belenguer	Junior Programme Officer (started in May 2013)
Marta Roca	Finance Officer (on maternity leave from October 2013)
Przemyslaw Kniaziuk	Finance Officer
IP Viborg	
Guillaume Terrien	Communications Manager
Ieva Kalnina	Developer and Trainer for programme and project management
Karolina Bachmann	Developer and Trainer for Finance Management
Katarzyna Pelc	Developer and Trainer for Finance Management
Katerina Staneva Kring	Developer and Trainer for programme and project management
Linda Jane Ring	Administration Officer
Nathalie Wergles	Developer and Trainer for programme and project management (maternity cover until February 2014)
Polona Frumen	Developer and Trainer for programme and project management
Tomasz Petrykowski	Coordinator
IP Vienna	
Aleksandra Rapp	Project Manager - Focus on Programme Management, EGTC, IPACBC

Body/Name	Position/remark
Boguslawa Lukomska	Project Manager - Focus on Financial Management
Christoph Werner	IT Manager
Corinna Haitzer	Financial Officer (maternity cover until February 2014)
Daniela Minichberger	Project Manager - Focus on Project, Quality and Knowledge Man.
Ivana Lazic	Project Manager - Focus on IPA CBC and Communication
Jasmin Cay	Financial Officer (part time maternity cover since December 2013)
Katrin Stockhammer	Project Manager - Focus on Financial and Knowledge Management
Maria Alejandra Baetti	Communication Officer
Mauro Novello	Coordinator
Shila Mohanty	Financial Officer (on maternity leave since October 2013)
IS	
Alexandra Gajdosechová	Team Assistant (until January 2014; position cancelled at the 12th MC meeting)
Carla Albrecht-Hengerer	QA and Knowledge Manager (on parental leave from October 2013; position to be moved to Viborg)
Matteo Malvani	Head of IS
Mikis Moselt	Information Manager
Rafael Agostinho	Capitalisation Manager (position to be moved to IP Turku)
Szabolcs Csahók	Programme and Financial Manager
MA	
Janka Jelemenská	Financial and Programme Manager
Katarina Formánková	Financial Manager (on maternity leave)
Lucia Neczilova	Financial Manager (maternity cover)
Matej Bugri	Financial Manager
Petra Masáková	Head of MA
Silvia Garajová	Team Assistant

Source: IPs, IS, MA

4.1.1 IP Turku

- Konrad Danieluk, Project Manager for Programme and Project Management, filed his resignation in May and his contract was terminated on 30 June 2013. In order to hire a new person as soon as possible, IP Turku published a vacancy announcement in the middle of June. Following the recruitment procedure, Philipp Schwartz took up the position as of 05 September. In general, this unexpected rotation of staff did not affect substantially any activity of IP Turku planned for 2013 relating to programme and project management.

4.1.2 IP Valencia

- The recruitment procedure to replace Chiara Valdesolo, former Project Development and Knowledge Management Officer who left in December 2012 for personal reasons started in April 2013 and ended in July 2013. Ivano Magazzú, her replacement took up the position from the beginning of 2014.
- The labour contract of Stefanie Ubrig, Project Development Officer came to an end in August. Her replacement will be selected and contracted based on the recruitment procedure that ended in July 2013.
- In the meantime, the new team member of IP Valencia joined in May 2013. Laura Belenguer is the new Junior Programme Officer.

4.1.3 IP Viborg

- Polona Frumen has been on maternity leave since August 2012, which came to an end in August 2013.
- Polona's job during her leave was taken over by Nathalie Wergles, formerly energy capitalisation intern. In May 2013, her contract was extended until the end of the year though, in order to ensure proper implementation of the projects she was in charge of during the cover. Due to Nathalie's involvement in HIT and the IEE publication during the second part of the year, there was a need to extend her contract by one month into 2014.

4.1.4 IP Vienna

- Elise Lindner (Project Manager - focus on Communication and EGTC) left INTERACT at the end of January 2013. Ivana Lazic took over her position in the beginning of February and is now Project Manager - focus on IPA CBC and Communication.
- The recruitment procedure of a new project manager, with focus on Programme Management (IPA CBC and EGTC), was successful and Aleksandra Rapp took up the position on 1 July 2013.
- In order to contribute to the E-MS project of INTERACT (development of a monitoring system with communication portal based on ETC specificities, to be made available to ETC programmes) with specific technical (IT) knowledge and experience in development and maintenance of IT systems, Christoph Werner, IT Manager, started on 4 November.
- Shila Mohanty, Finance Office started her maternity leave on 9 October and was replaced by Corinne Haitzer, who eventually resigned in December (effective as of February 2014). She was replaced by Jasmine Cay, who started working on a 20-hour-basis from 1 December 2013.
- A recruitment procedure was launched in November in order to substitute Boguslawa Lukomska, Project Manager (Focus on Financial Management), during her maternity leave.

4.1.5 INTERACT Secretariat

Several IS staff positions were affected by changes in 2013:

- After the resignation of Karina Kubinaková, following a recruitment procedure, Alexandra Gajdosechová, former MA Financial Manager joined the IS as Team Assistant in April 2013. The IS Team Assistant position was, however, cancelled by the MC at its Dublin meeting (06 November 2013), effective as of 30 January 2014.
- Carla-Albrecht-Hengerer, Quality Assurance and Knowledge Manager ended her maternity leave in May but was forced by personal reasons to go on parental leave from October. As this position was transferred to IP Viborg in the framework of the transition plan (based on the MC decision of 06 November 2013) from 01 January 2014, no parental leave cover was contracted.
- Viera Gaziková, maternity leave cover for Carla Albrecht-Hengerer until May (on a 75% FTE basis) occupied the position of External Relations Manager from May till October on a 50% FTE basis. Her assignment came to an end upon Dana Simová's return.
- Dana Simová returned from her unpaid leave in November and resigned from her position of External Relations Manager soon after. In view of the transition, no replacement was contracted.
- The KEEP and Capitalisation Manager position was also affected: the November MC decided to transfer from January 2014 this position to IP Turku, that will be in the future in charge of KEEP.

Similar to the previous years, several part-time external experts and assistants were contracted by the IS to assist the Programme, mainly by providing expertise and services for KEEP (technical/IT and content support, data format and quality check, theme- and keyword-assignment) and communication (graphic designer, communication assistant and English proof-reader). A part-time (25% FTE) back-office assistant was also hired to provide some urgently needed support in administrative issues.

4.1.6 Coordination

4.1.6.1 Coordination of INTERACT II activities

Coordination activities carried out in 2013 include the development of the 2014 Joint Annual Work Plan (JAWP) as well as internal and external coordination related to the implementation of the 2013 plan. The internal working groups of INTERACT were instrumental in both tasks.

Preparation of the 2014 JAWP of the IPs and the IS was preceded by a comprehensive stakeholder needs assessment conducted mainly during the summer of 2013. The needs assessment - besides the results of the main online survey - also took into account other sources of information (on-going needs assessment) such as direct requests from programmes and the Commission, input collected at network events, anticipated needs and follow-up activities from the previous year.

In order to comply with the MC requirements, expressed at its 10th meeting (08 November 2012, Copenhagen, Denmark), to link the annual JAWP budget with work packages of activities for enhanced transparency, work planning for 2014 was carried out using a project approach, instead of concentrating on individual activities.

Based on the new planning methodology, INTERACT staff developed needs expressed by the target groups into project ideas during the summer. During and after the annual INTERACT work planning team meeting (11-12 September, Paris) all project proposals were discussed by the relevant working groups (the Financial Management Group, Programme Management Group and the Communication Group) and most of the ideas were further developed and internal and external resources were assigned to them. Finally, the time schedule of outputs was coordinated on programme level. The 2014 draft JAWP, elaborated by the IS based on the projects sheets and the results of the team meeting, was further fine-tuned by the Coordinators Group and eventually approved at the 12th MC meeting (6 November 2013, Dublin).

The internal working groups of the Programme met regularly during the year to ensure the smooth implementation of the 2013 work plan:

- Communications Group: had five meetings plus a number of teleconferences;

- Coordinators Group: had five meetings;
- Quality Group: several teleconferences were held instead of meetings in presence;
- Finance Management Group: had one meeting (during the team meeting);
- Programme Management Group: had one meeting (during the team meeting);
- KEEP and Capitalisation Group: had one meeting.

For a detailed list of internal and external coordination activities, please consult Annex 3.

4.1.6.2 INTERACT III programming

Work started on the INTERACT III 2014-2020 OP was continued throughout 2013. Main milestones included the first INTERACT III Programming Committee meeting that took place on 30 May in Limassol, followed by the 4th and 5th Programming Task Force meetings and the second Programming Committee on 7 November in Dublin.

4.2 [Priority 1: Service development and delivery](#)

4.2.1 Achievement of targets and analysis of the progress

The 2013 JAWP, the basis of service delivery activities, was approved by the MC at its 10th meeting (8 November 2012, Copenhagen). Based on the request of the same MC meeting to link the annual budget with work packages of activities to increase transparency, INTERACT developed a new approach for reporting activities (which was later further developed and used for 2014 work planning). The new approach implied identifying the main fields of support addressed by the work plan and clustering all individual activities into work packages. As the number of work packages was still relatively high, they were further grouped into work package clusters. Please find below the list of work packages and clusters created:

- Cluster A - Support to 2007-2013 programmes
 1. Programme closure and irregularities
 2. Audit and control
 3. Programme management
 4. Financial management
 5. Zone networks

- Cluster B - Programming 2014-2020
 6. Support to programming
 7. Advisories on the new programming period
 8. Harmonised Implementation Tools (HIT), guidance, First Level Control (FLC) and State Aid
 9. E-cohesion
 10. SME involvement
- Cluster C - IPA CBC and external programmes support
 11. IPA CBC support
 12. Links with external programmes
- Cluster D - Macro-regional and Sea basin strategies
 13. Macro-regional and Sea basin strategies
 14. European Union Strategy for the Danube Region (EUSDR)
 15. European Union Strategy for the Baltic Sea Region (EUSBSR)
 16. European Union Strategy for the Adriatic-Ionian Region (EUSAIR)
- Cluster E - KEEP and Capitalisation
 17. Capitalisation
 18. KEEP
- Cluster F - Communication
 19. European Cooperation Day (EC Day)
 20. Communication support to ETC
 21. INTERACT Communication
 22. External networking.
- Cluster G - INTERACT Management and Coordination

Activities are reported hereafter according to the above clusters.

4.2.1.1 A - Support to 2007-2013 programmes

Programme closure and irregularities

Approaching the end of the programming period, programme closure support was understandably in high demand by the programmes. The *main EU-wide closure event* (5 June, Brussels, Belgium) recalled experiences from the 2000-2006 programming period, provided information on the related EU legislation and Commission guidelines as well as on practi-

calities of the closure process (including the closure roadmap) and forum for exchange. In February-March a survey among programmes was carried out to identify ETC-specific issues that need further guidance, resulting in a *Q&A document*. These issues will be further tackled in the *practical programme closure handbook* - building on the Commission guidelines but placing the emphasis on ETC specificities - and related online information that were still under development at the end of the year, to be published in 2014. This will enable addressing the latest developments such as the 10% flexibility rule introduced by an amendment to Regulation (EC) No 1083/2006³. Closure was also addressed at several zone-wide activities.

Held back-to-back to the closure event, the workshop '*Irregularities in ETC programmes*', with an emphasis on interruption and suspension of payments (6 June, Brussels, Belgium) provided an opportunity for the participants to get first-hand information from the officials of DG Regio audit unit, OLAF and to exchange with programme staff having experience with payment interruption.

Audit and control

Annual control reports, sampling methods, irregularities, payment interruptions and audit authority roles for the future programming period were addressed during the *4th Annual Meeting of ETC Audit Authorities and Members of Group of Auditors*, which took place on 15-16 May in Castleknock, Ireland.



4th Annual Meeting of AAs and members of GoA, 15-16 May, Ireland

³ Regulation (EU) No 1297/2013 of the European Parliament and of the Council of 11 December 2013 amending Council Regulation (EC) No 1083/2006

Programme management

Promotional newflashes and presentations were also produced and published and a new webpage was put online to disseminate results and encourage more programmes to participate.

The *Best Practises of Programme Management* seminar (2-3 December, Riga, Latvia) provided an opportunity to identify and discuss best practises of the current programming period. Due to the special stage programmes are in at the moment, this event instead of following the traditional programme life cycle, started with promotion of results and programme and project closure, but also tackled project support and monitoring, with the aim of transferring best practises identified to the future programmes. A publication of the identified best practises is under preparation.

Financial management

The national and practical approach to public procurement proved to be the key to the effective support to ETC at the events of the *public procurement road show*. The first seminar (21 June, Valencia, Spain) addressed Spanish stakeholders and concentrated on procurements below the EU threshold, being the most current type in ETC and regulated entirely by national law. The event also featured practical exercises based on actual cases, which proved to be the most highly appreciated part among the participants. The same approach was kept in the second event, which took place the 21 November in Nicosia, Cyprus.

Zone networks

All IPs continued their zone network activities in 2013 as follows:

- The line of IP Turku network events was opened by a workshop on current audit issues for the AAs of their zone (30 January, Helsinki) and was followed by the 'Managing Irregularities in ETC Programmes' and the 'Financial Managers Network Meeting' events on 18-19 March in Tallinn, Estonia. Further events included meeting of CAs of programmes in North Europe (24 October, Copenhagen), the 7th edition of network event of CBC MAs and heads of JTS on 19-20 November in Gdansk and the meeting of programme and project managers (4 December, Riga).

- IP Valencia sent one issue of the FLC update to the Valencia FLC network.
- IP Viborg held a finance network meeting of the Viborg zone on 5-6 November in Brussels, during which - based on the request of the expert group working on the Delegated Act on Eligibility - feedback on the document was collected from the practitioners' side.
- IP Vienna: the annual meeting of the regional network (4-5 September, Dubrovnik, Croatia), focused on closure, suspension of payments, 2014+ programming and joint branding.



Annual meeting of the IP Vienna regional network, 4-5 September, Dubrovnik, Croatia

4.2.1.2 B - Programming 2014-2020

Support to programming

In cooperation with the European Commission, INTERACT organised 4 kick-off events (Informal dialogue: preparation of CBC and TN programmes 2014-2020) in Paris, Vienna, Copenhagen and Rome where ETC actors could learn about the approach of the new programming period and get acquainted with official requirements and templates. Furthermore, a Strategic Programming Workshop covering all stages of the process and supported by DG Regio and ESPON took place on 5-6 February (Porto, Portugal).

Continuing the work started last year (when INTERACT attempted to influence the common indicators), special emphasis was put on intervention logic, performance framework and indicators. A brainstorming meeting on indicators took place on 22 February in Brussels that was followed by an analysis of indicators, resulting in a concept paper. Besides examples of programmes' intervention logic and approaches to identify indicators, their baselines and targets, this paper was used as a basis for dis-

cussions at the second meeting (7 May, Brussels). Following consultations with the evaluation unit of DG Regio, a dedicated event on intervention logic for transnational and interregional programmes with the Commission took place on 3 October. CBC programmes also had the chance to fine-tune their intervention logic during the two Consultation Workshops (8 and 26 November, Brussels). Besides clarifying Commission expectations and aligning the understanding, these events featured programme case studies and practical discussions. Furthermore, INTERACT continuously provided up-to-date online information on its Basecamp platform.

Advisories were also provided on Article 87.2c to the members of the Assembly of European Regions and to the Nord-Pas de Calais region. INTERACT organised a workshop with the Commission during the Open Days on 'New Territorial features (ITI, JAP, CLLD) and EGTC in ETC programmes'.

Advisories on the new programming period

While programming advisory and facilitation services are principally available free of charge EU-wide for any interested programme, there were programmes that made the most out of it in 2013. The below table shows the programmes that benefited and services provided by INTERACT.

Table No 10: Programming advisories and facilitation services provided in 2013

Strand	Programme	Meetings supported, services provided
IR	INTERREG IVC	3 Programming Task Force and 5 Programming Committee meetings
TN	Atlantic Area	1 programming advisory
	Central Europe	4 Steering Group meetings and support for the annual event
	Danube 2014-2020	3 Programming Task Force meetings
	North West Europe	9 Programme Preparation Group meetings
	Northern Periphery	Annual Conference
	South East Gateway	1 Programme Preparation Group meeting
	SouthWest	1 Programming Task Force meeting
CBC	Austria-Czech Republic	1 Programming Task Force meeting
	Central Baltic	Thematic workshop and programming advisory
	Channel	1 Programme Committee meeting
	Fehmarnbelt and KERN	1 programming advisory
	Nord	Annual Conference
	Öresund-Kattegat-Skagerrak	1 Programming Group meeting
	South Baltic	4 Task Force meetings, 1 Joint Programming Committee meeting and 2 programming meetings with the MA/JS

Source: IPs

In addition, a specific seminar on programming for ETC stakeholders based in Italy was organised together with the Italian Ministry for Economic Development on 11 and 12 July in Rome. Besides advisories and other events, INTERACT continuously and extensively supported programmes by email and phone advice.

HIT, guidance, FLC and State Aid

Work on the HIT package was continued in 2013 and mainly focused on the further development of the tools and promotion.

A strategy for HIT promotion was developed and implemented; one of the main elements of the strategy was to secure the support of the Commission. There-

fore an internal meeting was organised (17 January, Brussels) to introduce the tools to EC officials. This workshop proved to be the first one in a line of events with the Commission: the audit unit of DG Regio reviewed and provided feedback on the tools related to FLC and eligibility (14 April, Brussels) and HIT was presented at the Commission's annual ETC event (22-23 April, Brussels). During this event the audience could learn more about HIT at the three dedicated workshops or directly from the colleagues who participated in the development of the tools who were available at the HIT stands. HIT was actively promoted on the national level, with meetings in Austria, Greece and the Netherlands and of course at the related INTERACT events.



HIT promotion meeting, June, Utrecht, Netherlands

Based on the initiative transnational programmes, a separate HIT package was developed taking into account their needs. The work started with a workshop with the participation of transnational programmes and INTERREG IVC (13-14 March, Copenhagen), to be followed by 3 other meetings and by the end of the year, all tools were reviewed. Eventually, besides INTERREG IVC, 9 transnational programmes participated in the working group. After investigating the needs, a CBC working group was also established, which had its first meeting on 11-12 December in Prague and by the end of the year, an IPA CBC working group was also under preparation.

Ensuring that all the tools are in line with the relevant EU legislation is a crucial part of the HIT work. INTERACT closely collaborated DG Regio in the field of eligibility and by providing input (position paper) and participating in one of the last expert group meetings, it was able to influence the content of the delegated act (it directly builds on the INTERACT fact sheets on eligibility that are under development).

Regarding State Aid, a meeting was organised with DG Competition and DG Regio (19 March, Brussels), advisory services and general information was provided to programmes and a dialogue with the services of the Commission in charge of the reform of State Aid on ETC issues was facilitated. Together with ETC programmes, INTERACT developed a detailed input to the draft general block exemption regulation (GBER) as well as the draft *de minimis* regulation. Especially as regards Article 18 (SMEs in ETC), and regional aid provision for ETC in the draft regulation, suggestions were made on how to make the provisions more applicable to ETC (Fact sheet: State Aid reform taking ETC specificities into account).

Furthermore, INTERACT published a study on FLC systems in October, presenting different solutions

used across Europe, categories of FLC systems as well as advantages and disadvantages of different solutions. A draft template for the complaint procedure was developed and was addressed at a working meeting on 25 November in Brussels.⁴

E-cohesion

A meeting of the monitoring systems network took place on 17-18 April (Prague, Czech Republic) with focus on the 2014-2020 period and the requirements of e-cohesion and the results of the survey carried out for INTERACT support to e-cohesion were also presented. Potential benefits of a jointly developed monitoring system were also discussed. The feasibility study on the development of a monitoring system for ETC programmes was finalised and the INTERACT MC approved the project at its 11th meeting (29 May, Limassol, Cyprus). Based on the approval, concrete work on the system started: the tender documentation was elaborated and the public procurement procedure was launched. Two groups of the interested programmes were created: a core group (comprising 4 programmes plus INTERACT) working closely with INTERACT on a daily basis and a wider observer group (including ETC and IPA CBC programmes), receiving periodic updates about the project and the system. IP Vienna selected and hired an IT manager to support the project, who started working in November. Several other documents were also finalised including the e-MS project description, Risk mitigation measures, Questions and Answers factsheets and a model ToR for programmes for procuring monitoring systems.

The kick-off meeting of the project, involving also CAs took place on 17-18 October in Vienna and the core developers group met on 20 November (again in Vienna) for the first time. The project builds strongly on the different templates developed in the framework of HIT.

SME involvement

Involvement of SMEs as project partners in ETC programmes is a very complex issue that need to be addressed already during the programming phase. In order to support programmes in their related decisions, the main event of this work package, 'Operational programming: Involvement of SMEs in ETC Programmes 2014-2020', supported by external experts, DG Competition officials and ESPON, addressed the main barriers of this issue, such as Intel-

⁴ Completed in February 2014.

lectual Property Rights, Revenues and State Aid (10-11 April, Luxembourg). Certain solutions were presented and discussed (eg Financial Engineering Instruments). The results of the event, as well as the results of a EU-wide survey on SME involvement, together with workable solutions were summarised in a study published in September. It was used as a basis for a workshop, organised together with the Commission during the Open Days (Involvement of SMEs in ETC: How to deal with State Aid and intellectual property rights in the context of ETC programmes?), which attracted more than 300 participants.



SME workshop during the Open Days, 9 October, Brussels, Belgium

INTERACT has also published a study on the application of Financial Instruments in ETC in the next programming period in June. Financial Instruments could be regarded as one of the solutions for the involvement of SMEs. Since it requires competences that are usually not available in ETC programme bodies, it is by no means an easy solution. Therefore INTERACT started working together with European Investment Fund in 2012, that also provided assistance to a separate session on the topic during the above event. Several interested programmes took part and eventually two programmes, North West Europe and MED, seriously considered during their programming meetings the setting up of a financial instrument, but eventually both programmes had to drop the idea, mainly because of its complexity in a multi-national environment. INTERACT has eventually also shifted its focus from Financial Instruments to implementable revolving funds and the research in this field will continue in 2014.

4.2.1.3 C - IPA CBC and external programme support

IPA CBC support

Besides providing advisory services to individual programmes aiming to help their programming process,

INTERACT also helped programmes on current IPA CBC issues such as public procurement specific questions. The IPA Adriatic programme was supported in a meeting with external assessors for strategic projects, in L'Aquila, Italy on 1 July 2013.

The specific work and seminar related to the future of IPA CBC programmes had to be postponed to 2014, because of the delay in issuing the draft IPA II implementing regulation. So have been postponed the IPA CBC FLC training seminar and IPA CBC public procurement workshop events.

Links with external programmes

Regarding this work package, no specific activities but preparatory work was carried out in connection to for example macro-regional strategy events, as the links to all EU programmes are becoming increasingly important and interesting along the development of new strategy initiatives. Another example of activities that have links to external programmes is the EC Day promoting cooperation. With separate preparation and activity provision for ETC and external programmes, the EC Day was presented as one towards the outside audience.

4.2.1.4 D - Macro-regional and Sea basin strategies

Macro-regional and Sea basin strategies

INTERACT has been supporting the EUSBSR and the EUSDR for years and 2013 was the first year to provide substantial assistance to the new EU Strategy for the Adriatic and Ionian Region (EUSAIR).

In the framework of activities related to the study on added value of macro-regional cooperation, initial research in the subject was carried out. INTERACT attended the Commission workshop on evaluation of added value of macro-regional strategies (26 February, Brussels). The same topic was addressed at workshop ("Added value of macro-regional cooperation") held during the Open Days (8 October, Brussels) in cooperation with the Commission, which attracted an audience of 320.

Based on the initiative of the Danube programme to exchange experience and ideas on how future transnational programmes should support macro-regional strategies, a meeting was organised on 27 November in Berlin. The Baltic Sea Region programme was able to share its experiences in supporting the EUSBSR with the other three programmes (Adriatic-Ionian,

Alpine Space and Danube) that could attend the event and it was also decided to continue the exchange in 2014.

Developments of the Atlantic Strategy were also followed up; INTERACT attended the Commission's Atlantic Forum workshop held on 4-5 March (Cork, Ireland). In addition, INTERACT participated in a seminar on "The Arctic Dimension as a new driver in international regional cooperation", a follow-up meeting continuing the discussion on how the Arctic dimension could be reflected in the EU transnational cooperation programme "Arctic Programme 2014-2020".

European Union Strategy for the Danube Region

In 2013, INTERACT continued supporting the EUSDR governance system in multiple ways, including assistance provided at several meetings the PAC and NCP networks (NCP network meeting on 11 January in Vienna, NCP and PAC networks meeting on 30-31 January in Brussels and PAC network meeting on 29-30 April in Sofia, Bulgaria).

The conference "EUSDR in the programming process for 2014-2020: First joint meeting" held on 16-17 April (Bucharest, Romania) and organised jointly by the Commission and the Romanian NCP brought together the EUSDR NCPs, national representatives responsible for the Partnership Agreements, financial assistance coordinators and the Commission. INTERACT contributed with the analysis of country position papers in relation to the CSF and EUSDR priorities (in the form of a factsheet), presentations and in the follow-up. The follow-up event "Embedding EUSDR in the European Structural and Investment Funds programmes", organised by DG Regio in cooperation with the German NCP (21 June 2013, Stuttgart, Germany) provided information to ESIF programmes on embedding the Strategy in their OPs. INTERACT provided substantial support for the 2nd EUSDR Annual Forum (28-29 October, Bucharest) by developing the concept and facilitating 4 thematic workshops (together with the PACs).

The Danube Region TA Facility also received support, eg through the advisory committee meeting held on 26 April (Vienna, Austria), as well as support in their project assessment procedures.

Communication support included further development and promotion of the website, dissemination of 3 newsletters (2012 autumn, 2012/2013 winter and 2013/2014 winter), development/updating of infor-

mation and promotion materials, further development of the 'PAC network' and 'EUSDR Lab Group' online communities and support to the Commission.

The linkages between the new Danube Programme and the EUSDR were also discussed among the key stakeholders, eg at the Danube Programme TF meeting (21 May, Ljubljana, Slovenia), where INTERACT could build a bridge and open dialogue of the two different governance systems.



Meeting of the Danube programme and EUSDR PACs, Ljubljana, Slovenia

European Union Strategy for the Baltic Sea Region

INTERACT carried out a great deal of activities in support of the EUSBSR, some of them also related to the preparations for the 2014-2020 period.

One of the most significant meetings of 2013 was the meeting of Partnership Agreement coordinators with Commission representatives and the programmes, organised on 11 January in Stockholm where participants could discuss the practical steps that should be taken in order to embed the EUSBSR into future programmes. The meeting's outcomes were so promising that the Commission and stakeholders of other macro-regional and sea basin strategies decided to carry out similar meetings (also supported by INTERACT).

The 4th Working Meeting of the EUSBSR (10-11 April, Espoo, Finland) was organised in cooperation with the Commission, and continued the discussions on embedding of the EUSBSR in 2014-2020 programmes started at the meeting of the Partnership Agreement coordinators.



4th Working Meeting of the EUSBSR, 10-11 April, Espoo, Finland

INTERACT organised or provided assistance to many other events, among them the 4th Annual Forum of the EUSBSR (11-12 November, Vilnius, Lithuania), 2 EUSBSR information days (19 June, Riga, Latvia and 20 June, Vilnius, Lithuania), moreover advisory services and meetings focusing on the EUSBSR governance system.

INTERACT also contributed actively to EUSBSR communication activities and the main outputs of this work included:

- 3 new issues of the EUSBSR newsletter (March, August and November);
- a new set of promotional materials including a set of 6 presentations;
- 2 brochures (one on the objectives of EUSBSR and the one “Roles and responsibilities of the implementing stakeholders of the EUSBSR and a flagship project concept”); and
- 2 short movies (featuring the flagship project “Baltic deal”).

European Union Strategy for the Adriatic Ionian Region

INTERACT has also provided support to meetings related to the new EUSAIR, such as the first meeting of the South East Gateway and informal meeting between DG Regio and MSs involved in the strategy (6 March, Rome, Italy), “The EUSAIR in the programming process for 2014-2020: First joint meeting and meeting of NCPs” (12-13 June, Rome, Italy). Further support was provided to the EUSAIR conference “Boosting blue growth in the Adriatic and Ionian Region: towards an Action plan for the EUSAIR” and the following meeting of the NCPs (14-15 November, Brussels). As a consequence of that

meeting, the consultations per pillar were launched and INTERACT was asked to support the NCP on Pillar 1. INTERACT was also asked to support in the preparation of the Stakeholder Conference of the EUSAIR⁵. In addition, INTERACT expertise on macro-regional strategies was required in the first task force meeting of the Adriatic-Ionian programme (17 October, Corfu, Greece).

4.2.1.5 E - Capitalisation and KEEP

Capitalisation

Topics addressed by INTERACT capitalisation activities in 2013 include energy, climate change, maritime issues and the cultural and creative field.

Related to energy, the *analysis of ETC projects* was completed: 424 projects were analysed, 110 of them - chosen as a representative sample from 18 programmes - in detail (ie on the top of project application forms and websites, project outputs including studies, reports and newsletters were also analysed) and the study showcasing the results of this work is being prepared for publication. Preliminary results of the research work were presented at a high-profile event ‘Accelerating change at local level for effective delivery of sustainable energy solutions’ held with Intelligent Energy Europe on 15-16 May in Brussels. Proceedings of the event were made available in a publication in October and were also distributed at the Open Days. A publication on the full results of the analysis will be available in 2014. A specific focus on energy efficiency is related to the Mediterranean area and is complementing the work done EU-wide.

As for climate change, a study is being finalised, where both periods 2007-2013 and 2014-2020 are being considered. Results of a sample of the current programmes are being put in comparison to the future perspectives and the Common Strategic Framework working document.

The work started in 2012 with maritime CBC programmes continued in 2013. The *background paper* on the interpretation of the maritime dimension in these programmes was finalised in July and besides being used in preparing 2014-2020 programmes, it was a main input for the meeting with 6 maritime CBC programmes held on 30-31 May in Brussels, with the involvement of DG Regio. The event addressed

⁵ Took place on 06-07 February 2014 in Athens, Greece.

issues such as the integration of the maritime dimension in the OPs, identifying and involving in the programming maritime stakeholders and main characteristics of successful maritime projects. The study on the Maritime Dimension was eventually published in October. Another study, looking into details of the maritime projects was procured at the end of the year.

The study on cultural and creative industries (CCI) was published in November. It gives an overview of major trends in the field of CCI in European Structural Funds and on the types of CCI projects that are frequent in ETC, including statistics and examples of successful cooperation.

A survey questionnaire on the ETC results in the field of innovation, to be finalised in 2014 has been launched within the IP Turku zone with the aim of producing a capitalisation analysis, possibly to be enlarged Europe-wide. In addition to this questionnaire, KEEP will serve as the other source of data for this analysis (to be continued in 2014).

Discussions have been started based on a document on INTERACT's concept of capitalisation and the Programme's vision regarding this issue. The final goal is to devise a common framework to the capitalisation activities of the whole Programme, to be finalised in 2014.

KEEP

In 2013 an overall strategy document and plan for the development of KEEP was drafted and approved early in the year. This document was, on one hand, the re-statement of the strategic features of KEEP, as retrieved from previous documents (regarding KEEP's mission and vision, its audiences, and major goals); on the other hand it contained a SWOT analysis drafted further to consultation with several stakeholders and an operational plan stemming from this analysis. This plan and its updates shaped the work made on KEEP during the year and laid the ground for its evolution in the following years.

It should be stressed that the KEEP database has been worked on since 2009; hence the legacy is already an important factor to take into account when planning any developments (this is visible, for instance, in connection with efforts to harmonise partner- and location names).

The highlights of the work done in KEEP in 2013 are as follows:

- a) Regarding the development of KEEP's features as a product and service:
 - The relevant most urgent Service Level Agreements (SLAs) were drafted and agreed with the new IT service providers, within the scope of the framework contract signed in October 2012, namely the modules that would make way for a faster online access to the KEEP services (database, update of Java script codes, server hosting), but also the maintenance of KEEP (a basic service to maintain KEEP's software up-to-date at all times), flexible development (to standardise the service levels in connection with ad-hoc requests, such as bug-solving), entry of data (on an experience basis for 3,000 projects), Internet update (only a first phase of all the services foreseen in the framework contract, in order to make the system user friendly and the information on the reliability and completeness of the data easily available), software databases inter-face (to make way for the implementation of automatic updates).
 - Moving of KEEP to a new server, further to the issuing of the corresponding SLA, and making it possible to have a much faster service.
 - Further to the roll out of the services foreseen in the SLAs regarding the database, the update of Java script codes and the server hosting, the speed of the system was tested (in early March) and considered above expectations.
 - A new website was published in mid-April 2013 (to tackle the identified usability and clarity issues). This included a new section with the description of the data in KEEP (per programme, per strand and with the indication of how representative this is of the overall universe of Territorial Cooperation), a new Q&A section and a new section for feedback and for sign up of users for receiving updates on KEEP.
 - The pilot for the automatic updates was started at the end of the first half of 2013. Some issues regarding the method of rolling out the automatic updates delayed this project and it is now expected that it will be finalised in 2014.

- On the item of the collection and insertion of data in KEEP, 3,200 new projects were inserted in the database in 2013.
- Around 70 ad-hoc items were dealt with, from crosscutting developments, such as including IPA cross-border cooperation programmes in KEEP, to specific and detailed issues, such as correcting typos in project description.

b) Regarding the development of new procedures:

- The new IT service provider's front-desk system was agreed upon.
- The data acquisition-publication cycle was also agreed upon, including the website's update of metadata whenever new data is published, and standardisation of feedback to programmes on insertion of their data in KEEP.
- Handling of user suggestions and feedbacks was another of the procedures that was agreed upon (including their use on the feeding of the planning of KEEP's development).
- Planning of KEEP's development (three and one-year plans) was also agreed upon. According to this, a new SWOT analysis was made at the end of the year and a new set of guidelines for the development of KEEP in 2014 was proposed and agreed at the KEEP ATF.

c) Regarding resources and planning:

- The resources for data-collection, processing services and KEEP technical consultancy were guaranteed, thus making way for the processing of 5,000 projects during 2013.
- The need to deal with the programmes that did not reply to INTERACT's communication nor send any data and with those programmes that sent very insufficient data was an issue at the beginning of the year. This was tackled by establishing a new procedure for programmes in these situations - checking their websites and inserting in KEEP relevant data from there.

d) Regarding communication:

- The existing clip promoting KEEP was updated and used during Open Days 2013.
- A new flyer promoting KEEP was produced and started to be distributed during Open Days 2013.

4.2.1.6 F - Communication

European Cooperation Day (EC Day)

Following extensive preparatory work that - besides the organisational part - included updating the dedicated website, producing visual identity several video clips, EC Day 2013 activities were launched on 10 September. The opening event consisted of a Conference at the European Parliament in Strasbourg under the auspices of MEP Sanchez-Schmid, where also EC Director Palma Andrés and other representatives of the CoR and the Alsace Region participated. A video message of Commissioner Hahn was presented as well. It was followed by a photo exhibition of ETC flagship stories from all over Europe ('Achievements of European Territorial Cooperation'), also at the European Parliament with the presence of project stakeholders. During the exhibition, the 5 ETC (and ENPI) project videos prepared for EC Day were also shown. Besides, a mobile application for EC Day was put online and used by stakeholders all over the EU and beyond to animate the communication campaign.



EC Day 2013 opening event, 10 September, Strasbourg, France

The 2013 edition eventually provided a framework for a total of 173 events in 32 countries, including 5 events organised by the IPs and the MA/IS. Turku hosted a 3-day "Territorial Cooperation Film Festival" with close to 350 participants, while the film festival on European Cooperation in Valencia at-

tracted more than 2500. The Viborg event targeted school children with the theme of European cooperation, just like the poster competition held by IP Vienna (the results of which were published online). In Bratislava, a large open-air event took place on 21 September. INTERACT also organised a Twitter chat with Commissioner Hahn on 19 September.

The evaluation of the 2013 campaign also commenced; the first meeting took place on 20 November in Amsterdam.



Poster of the Territorial Cooperation Film Festival held in Turku, Finland

Communication support to ETC

First in the line of communication-related activities, a workshop on the added value of the EUSBSR and story telling was held on 23-24 January in Warsaw, Poland. This was the second edition of a very successful workshop first held in 2012, during which the participants could learn how to draw public attention.

The annual meeting of communication managers (11-12 June, Milan, Italy) focused on preparations for 2014+, EC Day 2013, the communication toolkit

products of INTERACT, and the latest web trends were also outlined by an external expert.

An initiative was launched by transnational programmes with the objective of developing a joint brand for 2014-2020 ETC programmes. A number of meetings were organised and consultation meetings took place with the programmes and the Commission. INTERACT is coordinating this initiative: the task force met on 10 December in Brussels and the ToR for the brand development contract was also published on 19 December. It is expected that the majority of the brand development work will be carried out by the summer of 2014.

INTERACT also published a booklet capturing good examples of ETC projects, named "European cooperation in action" in December.

For information on zone-specific communication support activities, please see section 4.2.1.1, while specific communication activities in support of macro-regional strategies are detailed under section 4.2.1.4.

INTERACT Communication

One of the main INTERACT communication-related activities of 2013 was the redesign and restyling of the Programme's website, in order to better serve the information needs of INTERACT target groups. The new website was put online in the first week of November and initial responses received were positive.

Concerning the usual INTERACT publications, 6 newsflashes (January, March, May, June, September and November) and 2 newsletters were published in 2013. The 2013 Winter edition of the newsletter - a follow-up of the 2012 September edition - focused on new and improved tools for territorial cooperation (EGTC, ITI, JAP and CLLD). The Autumn 2013 issue, addressing programme closure 2007-2013 was published prior to the Open Days. MC members were informed about the latest developments of INTERACT in two editions of the MC update (March and November). For the first time, a promotional summary of INTERACT activities planned for 2014 (based on the 2014 JAWP approved by the MC) was also published on the website.

External networking

Cooperation with the networking programmes

2013 saw continuation of the cooperation of the 4 strand C programmes, both in terms of agreements on complementarities and implementing joint activities. Three coordination meetings took place, besides a series of more operational meetings among the respective staff involved in the implementation of joint activities.

At the first meeting, organised by ESPON (30-31 January, Luxembourg), specific attention was dedicated to the development of a draft paper on the complementarities among the 4 programmes⁶. This stems from the concept that the four programmes share the common mission to improve the quality and contribute to the implementation of the EU regional policy. Within this framework the role of each programme is different but complementary, providing opportunities for synergies.

The current OPs all included a resolution on the mutual cooperation and synergies among the programmes and 2014-2020 OPs should, on the basis of the increasing cooperation and efforts to ensure complementarities, logically expand on this. A text on complementary activities 2014-2020 should in this sense be included in the future OPs of ESPON, INTERACT, INTERREG IVC and URBACT, preferably with a synchronised common wording. The programming committees of all 4 programmes have approved or acknowledged this document. In the case of INTERACT this happened within at the 1st meeting of the INTERACT III Joint Programming Committee (30 May 2013, Cyprus).

At the second coordination meeting in Lille (19-20 June, organised by INTERREG IVC), the document on complementarities was further refined and the joint activities planned for 2013, among them capitalisation and the joint workshop and exhibition at the Open Days were also addressed.

On 23 September the 4 heads of the programmes' JTSs were invited to a joint hearing at the plenary session of the REGI Committee at the European Parliament in Brussels. This represented an excellent opportunity to reiterate the complementarities among the programmes and emphasise the joint efforts in cooperation. The role of each programme

was highlighted in a joint presentation, together with the main relevant on-going activities and the perspectives for the future programmes.

The third and last coordination meeting of 2013 was organised by INTERACT in Bratislava on the 18-19 December and was attended also by a representative from DG Regio. It was decided to update the complementarities document once the new OPs will be approved and that a joint hearing and presentation should be made at the REGI committee of the EP at the end of 2014. A concrete suggestion was made for a draft harmonised sentence on complementarities to be inserted in each OP. Bilateral activities between INTERACT and the other programmes included further discussions on complementarities and possible overlaps with the future INTERREG Europe programme and the continuation of activities started in the previous years with the thematic maps and KEEP with ESPON.

Other networking activities

On the other hand, external networking is being implemented by all INTERACT offices. Therefore a mapping exercise has been initiated to provide an overall overview on who is doing what in this area, with the aim not to overlap activities and avoid possible gaps. The main idea was to provide a first reference tool on already existing networking and on the potential of establishing or further developing other contacts with external relevant institutions. One of the goals was also to prioritise the external contacts, to focus only on the important ones. As a follow-up to this exercise, a decision was taken at the INTERACT team meeting to elaborate a strategy on external networking, to be finalised during the first half of 2014.

IPs also continued their networking activities within the framework of which they participated in several external events, providing various kind of support including facilitation and presentations and facilitation. For a detailed list of these activities, please consult Annex 3.

4.2.1.7 Quality- and Knowledge Management

Needs assessment

The main quality management activities of 2013 comprise the annual needs assessment exercise and the revision of certain indicator targets and establishing a common agreement on their understanding.

⁶ It was decided to refer to the 4 programmes as to the "pan-European programmes" since they cover the whole of Europe

The needs assessment exercise, besides the main online survey, took into account several sources of information (on-going needs assessment) such as direct requests from programmes and the Commission, input collected at network events, anticipated needs and follow-up activities from the previous year. The online survey was launched on 24 May and the ETC community was invited in a newflash to provide their inputs by 20 June 2013. The results of the survey were made available to the IPs on 24 June as the main input for developing the 2014 work plan.

Work on indicators

Mandated at the 11th MC meeting (29 May 2013, Lissol), the MA initiated the revision of the current set of indicators with the aim that the targets better reflect the actual achievements of the Programme, also affected by the non-participation of Germany.

First an internal process was launched, aiming at reaching a common agreement on the understanding of all output and result indicators and developing a methodology for adjusting the targets, where required. It was decided to revise targets of output indicators, which at the end of 2012 showed underachievement of at least 50%. To set new targets, 2013 achievements as well as projections for 2014 and 2015 based on 2011-2012 figures and the 2014 Joint Annual Work Plan were considered, ensuring that by the end of the programming period an achievement of at least 75% can be reached.

The process also revealed several issues regarding the result indicators: some of them (eg 'Number of paper copies distributed' - documents in the present days are mainly made available online) had been

overestimated during the programming process, while others needed to be better specified (eg 'Number of website visits'). Furthermore, in case of certain indicators the Programme does not have the technical means to keep count of them ('Number of downloads' and 'Number of websites where the service/product is published') or could only measure them at the expense of un-proportional costs ('Number of instances of media coverage').

The proposal for the new targets was approved at the 12th MC, based on which the MA proceeded with the amendment of the OP. For the details of the OP revision, including the new targets, please see section 3.4.2.

It must be also mentioned that based on the decision of the 12th MC (6 November, Dublin), the Quality Assurance and Knowledge Management Function, together with the related position will be transferred from the IS to IP Viborg, as part of the transition from INTERACT II to INTERACT III from the beginning of 2014.

4.2.2 Qualitative Analysis

Please find below some figures on INTERACT services including number of events, satisfaction rate and participation per country.

4.2.2.1 Number of activities

Please find the number of main events in the below table.

Table No 11: Overview of the number of activities

Type of event	Number
Seminars and workshops	22
Network events	23
Advisories	50
Conferences	10
Total number of events	105

Source: IPs

4.2.2.2 Satisfaction rate

INTERACT puts a high emphasis on the satisfaction of its target groups. Therefore INTERACT events are evaluated using an evaluation form (revised in 2012)

in which attendees are asked to give their opinion on the events in two categories: *Event objectives and Learning and Materials and Methods* using a scale from 'Strongly agree' to 'Strongly disagree' (1-5). They can also provide narrative comments and sug-

gestions. The hundreds of forms filled in in each year provide very valuable feedback for the Programme to improve its services.

The overall satisfaction rate of 2013 events is 4.20, which is comparable to the results of the previous years (4.26 in 2011 and 4.24 in 2012). The difference in the results of the individual IPs is insignificant.

Table No 12: Average satisfaction rate of INTERACT events on a scale of 1-5 (1=very low satisfaction, 5=very high satisfaction)

Category	IP Turku	IP Valencia	IP Viborg	IP Vienna	Overall
Event objectives and learning	4,18	4,28	4,21	4,27	4,23
Materials and methods	4,11	4,19	4,13	4,24	4,17
Overall satisfaction rate	4,14	4,23	4,17	4,26	4,20

Source: IPs/event evaluation forms

4.2.3 Significant problems encountered and measures taken to overcome them

The Programme faced new challenges in 2013: supporting the ETC programmes in their preparations for

the next programming period plus continuously addressing the needs of the current one resulted in high workloads and required extra efforts. However, on overall no significant problems have been encountered in the implementation of programme related activities.

5 Technical Assistance

Under the technical assistance priority, four beneficiaries can be identified: MA, IS, CA and the AA. Out of a total Technical Assistance (TA) budget of EUR 2,128,537.00, the 2013 TA budget amounts to EUR 286.315.

5.1 Explanation of use made of technical assistance

The main activities carried out under the TA priority in 2013 included:

3. Management and control activities

Several Methodological Guidelines issued by the MA were revised during the course of 2013:

- Methodological guideline of the MA for the First Level Control of the beneficiaries MA, IS, CA, AA:
 - version 3.3 was introduced, applicable from 10 March; followed by
 - version 3.4, applicable from 15 August;
- Methodological guideline of the MA for the First Level Control of INTERACT Points: version 3.1 was introduced, applicable from 15 August;
- Methodological Guideline for Irregularities: version 2.1 was introduced, applicable from 15 August;
- Methodological guideline of the MA for all beneficiaries on archiving and accounts: version 1.1 was introduced, applicable from 15 August.

4. Audit activities

The AA carried out one system audit in 2013 at the MA and the IS and - in cooperation with the members of the GoA - verified four RfPs, two of the IS and two of IP Turku. Please see section 3.1.7 for more information.

5. Programme management

As usual, two MC meetings took place in 2013. The spring (11th) meeting held on 29 May, in Limassol, Cyprus, addressed several issues including the 2012 annual implementation report, service delivery activities carried out in the first months of the year, fulfilment of indicator targets and programme finances. In the framework of the latter, the MC approved the reduction of the programme budget because of the non-participation of Germany and also approved the development of the E-MS system. The autumn (12th) meeting (6 November, Dublin, Ireland) comprised a longer combined MC/NCP workshop session followed by a shorter MC session dedicated for decision-making. Among others, approvals were given for the 2014 JAWP and the approach presented by INTERACT for changing certain indicator targets. The MA officially initiated the revision of the OP at the Commission on 3 December.

The programming process of INTERACT III also continued: the Programming Task Force met two times (24 April, Lille, France and 7 October Brussels, Belgium). The INTERACT III Programming Committee met for the first time the day following the Limassol MC meeting and designated the Bratislava Self Governing Region as MA for INTERACT III and discussed the INTERACT III 2014+ Orientation Paper, the proposed management and delivery structure and the following steps of the process. The second meeting (held back-to-back to the Dublin MC meeting) focused on the first draft of the INTERACT III OP (including the intervention logic and indicators), the updated proposal of the management and delivery structure and the future activities and outputs.

Usual activity and financial monitoring of the INTERACT II beneficiaries and processing their RfPs by the MA and the CA was also carried out in 2013.

5.2 Percentage of the amount of the Structural Funds contribution allocated to the operational programme spent under technical assistance

Table No 14: Overview on the spending under TA (total)

Body	MAWP Budget 2008-2015 (EUR)	Expenditure paid out in 2013 but validated only in 2014 (EUR)	Validated expenditure sent to the CA in 2013 and processed (EUR)	Validated expenditure reported and reimbursed by the CA in 2008-2012 (EUR)	Total expenditure 2008-2013 (EUR)	Use of TA budget Total (%)
	(1)	(2)	(3)	(4)	(5)=(2)+(3)+(4)	(6)= (5)/(1)×100
IS	219,873.00	4,190.78	18,378.99	90,911.69	113,481.46	51.61
MA	1,403,541.00	58,522.20	245,734.28	647,235.93	951,492.41	67.79
CA (impl. mon. system)	287,977.00	5,178.37	3,978.60	249,829.03	258,986.00	89.93
AA (audit strategy functions)	217,146.00	7,748.70	21,618.92	70,864.35	100,231.97	46.16
Total	2,128,537.00	75,640.05	289,710.79	1,058,841.00	1,424,191.84	66.91

Date source: MA

6 Information and publicity

6.1 The Programme's communication strategy

6.1.1 Communication activities

6.1.1.1 Coordination of the Communication Group

The INTERACT internal Communication Group worked actively together to implement the communications objectives mentioned in the communications strategy of the programme. Besides numerous teleconferences, the group met on a regular basis in 2013:

- 15 January (Brussels, Belgium);
- 7-8 February (Barcelona, Spain);
- 14 May (Riga, Latvia);
- 11 September and, within the scope of INTERACT's team meeting, on 12 September (Paris, France).
- 10-11 October (Belgium, Brussels);
- 19 November (Amsterdam, The Netherlands).

6.1.1.2 The INTERACT website

The INTERACT website has undertaken a full redesign to meet the need of a more clear and detailed communication and to prepare for the transition to the next programming period. To improve its capacity of attracting a wider audience and offer easier collection of information from the general public, the menus have been reviewed and simplified and a colour scheme has been adopted to create clearer trails of information. New tools like the INTERACT library were implemented to allow an easier research of documents. It provides constant updates of news and events concerning INTERACT in particular and ETC in general. The website is designed in order to be an information platform on ETC. The website also focuses on themes of importance to the ETC programmes, such as programme management, project management, finance management, knowledge management and capitalisation, evaluation, regulatory changes, EGTC and IPA CBC.

The website has been reorganised in order to highlight relevant new sections like the one on the new programming period.

Currently there is a shared responsibility in managing the website: all IPs have been provided with passwords and can upload their own news and event announcements. The IS has final responsibility for editing and authorising publication.

6.1.1.3 Social media

INTERACT has been also working on its social media presence. Facebook and Twitter were redesigned and their integration with the website was technically enhanced to assure a constant flow of information and a regular feeding. The Youtube page was also reviewed to better meet the needs of the website and the integration of all tools into a coordinated platform of information.

6.1.1.4 INTERACT Newsletter

The INTERACT newsletter is published three times per year, focusing on a particular theme in Territorial Cooperation, and aiming to give a more extensive and in-depth perspective from a number of different angles. In each issue the aim is to include articles by players from different levels, including the Commission, the programmes and the national level. It is intended to complement the website and shorter newsflashes.

It is sent out to all contacts in the Contact Database (5,000 contacts before the renewal of the ERT, almost 4,000 after), published on the INTERACT website. Newsletters are also distributed at different events.

In 2013, the following issues were published (the direction of the newsletter is assured by the INTERACT Secretariat and the editorial coordination by each IP, as previously agreed):

- Winter 2013 on Territorial Cooperation 2014+ part 2: New and improved tools for territorial cooperation. Published in January 2013 with the editorial coordination of IP Vienna.
- Autumn 2013 on Closure of the Programming Period 2007-2013, published in September with the

editorial coordination of IP Turku and distributed at the Open Days.

6.1.1.5 INTERACT Newsflash

The INTERACT newsflash is sent out regularly via HTML e-mail to all contacts in the Contact Database in order to ensure a flow of information to stakeholders in between newsletters. The newsflashes provide information to the stakeholders about upcoming INTERACT events, the latest publications (in particular INTERACT ones) and other news relevant for the ETC programmes. Seven newsflashes were sent in 2013.

6.1.1.6 INTERACT MC Update

In March and November, MC Updates were sent to the members of the MC. The November issue, distributed at the Dublin meeting covered extensively the EC Day 2013, which had taken place just a while before.

6.1.1.7 INTERACT Internal Communication System

[The Contact Database and Expert Database](#)

In 2013 INTERACT has implemented the completely new Contact Database (CDB) on the new platform system (7sheep). The old CDB has been dismissed and a final communication to all contacts has been sent to announce the new system and to ask interested contacts to register again in the new CDB. It CDB allows more flexibility and the possibility to create mailing lists according to relevant parameters (geographical, competences, roles etc).

[Issue Tracking System](#)

In order to better respond to the technical questions asked by the IPs related to problems with the website (CMS system), Zimbra (INTERACT email system), Confluence (INTERACT wiki system) and the ERT, each IP has been granted access to the 'issue tracking system'. This system enables the IPs to ask their requests directly to the IS and the Webmaster, and to follow up the development of every request electronically, eg: to whom it has been assigned as well as the state of play of the request. This system has reduced email traffic and has enabled the staff to keep track of all technical developments in the short and long term. In 2013 the Issue Tracking System has

worked well and most the activities have been carried out in due time.

[The Event Registration Tool](#)

The new Event Registration Tool (ERT) has been released along 2013 and is now fully in use. It is fully integrated with the new CDB allowing recalling users, to integrate information, to create dedicated mailing lists. It includes a set of automatic features that provide data needed to better understand the impact of the communication and dissemination activities made through its embedded contact database - as well as an overall set of statistics on the attendance of meetings and activities promoted by INTERACT. The new ERT is more "user friendly" and allows automating many tasks that had to be carried out manually until now. The system allows issuing needed tools like presence sheets, badges, signature sheets, automatically, thanks to a feeding system.

[Improvements to the CMS](#)

INTERACT uses an advanced proprietary CMS system and it is constantly updated and improved by the Communications Group to allow a better interaction and to make it user-friendlier. With the release of the new INTERACT website, the tagging system has been heavily simplified to allow fewer mistakes to be made. Modifications have been made in the "files and pictures" section to adapt to the needs of the new library tool. A set of specific tags and information are now requested to upload documents. This system makes it much easier to search for documents in INTERACT website. Specific instructions, created in the upload field under "file and pictures" section of the CMS to allow people to use a common naming system, have been enforced and are now used by the whole staff. Improvements have been done concerning the workflow of proofing of news and concerning the capacity to layout news within the CMS. A new workflow has been established giving the staff more freedom in accessing and independently working on the website.

[E-learning tool](#)

INTERACT has researched an e-learning tool in 2013 and selected a final software for the pilot testing (Fronter). In the current phase the staff has been introduced to the system and is testing it.

Online Survey Tool

INTERACT is using since 2013 the ERT tool (7sheep) as the main tools for surveys and questionnaires and polls. The system allows the realisation of complex surveys, which is suitable for the present needs.

6.1.1.8 European Cooperation Day

After the great success of the 2012 Edition, INTERACT has decided to repeat the EC Day campaign also in 2013.

Taking into account the recommendations of the evaluation of the 2012 edition and also considering the availability of the staff that could be allocated to the activity, in 2013 the development and implementation, as well as the split of tasks has been reviewed and adapted to ensure the highest possible efficiency and attention.

The main features and task sharing can be described as follows:

- The goals were to improve the visibility of Territorial Cooperation, to disseminate its outcomes and to show how it has impacted the quality of life for the populations it serves. The presence of a multiplicity of events throughout Europe was

meant to outline the diversity of Territorial Cooperation and the fact that this was truly a European initiative.

- The target audience was defined, in general, as European citizens. This broad definition was meant to give each programme the flexibility to set up its own activities in accordance with the circumstances of its geographical framework. It was also meant to give the programmes a strategic scope, in the sense that every event during these days should have been targeted towards those who were not solely the most significant (or immediate) stakeholders of each programme, but also the final beneficiaries of Territorial Cooperation, ie the populations. This definition was also meant to highlight the media as an additional target.
- Participation in the campaign was voluntary and open to all Territorial Cooperation programmes, including CBC programmes within the scope of IPA and ENPI. Participation was also open to all European regions and countries.

It is worth mentioning the participation of each INTERACT office in the roll out of this activity, which is shown on the table below.

Table No 14: EC Day activities of different INTERACT offices

INTERACT office	Tasks within EC Day 2013
INTERACT Secretariat	<ul style="list-style-type: none"> • Overall coordination and set up of basic guidelines and coherence of the campaign • Evaluation of campaign
IP Turku and INTERACT ENPI	<ul style="list-style-type: none"> • Development, maintenance and update of social media presences (Twitter, Facebook and Youtube) • Collection of promotional material used by programmes • Liaise with CBC programmes in the area and ENPI CBC programmes • Co-development of the European Cooperation Day 2013 website with IP Viborg
IP Valencia	<ul style="list-style-type: none"> • Production of teaser video in English, French and German • Media strategy • Coordination and production of kick-off event at the European Parliament in Strasbourg, including the exhibition of cooperation projects • Coordination and production of the Booklet "European Cooperation in action " • Co-organisation of the Valencia event, together with other entities • Liaise with CBC programmes in the area
IP Viborg	<ul style="list-style-type: none"> • Development, production and maintenance of the website (architecture, content, mapping of events, flagship stories and photos) • Development of the European Cooperation Day application for mobile devices • Help desk for all programmes regarding upload and mapping of events and flagship stories • Coordination of proof reading of the programmes' flagship stories in English • Liaise with CBC programmes in the area and Transnational and Networking programmes

INTERACT office	Tasks within EC Day 2013
IP Vienna	<ul style="list-style-type: none"> • Collaborative platform (Groupspaces) • Basic guidelines on events • Guidelines for promotion of project participation • Co-organisation of the Vienna event, together with other programmes • Liaise with CBC programmes in the area and IPA CBC programmes • Production of guidelines and files for adaptation by the programmes • Branding and visual guidelines, including with logo and slogan in all EU, IPA CBC and ENPI CBC languages, plus those of Norway and Switzerland • Production and shipping of PR materials and common staff material (t-shirts) • Liaise with programmes as required • Support to the organisation of the kick-off event at the European Parliament

Data source: IPs, IS

In 2013, the Advisory Group has been replaced by a more intensive online cooperation between INTERACT and the participating programmes. Only one meeting has been organised in February to present the activity and to agree on some coordination principles.

An extensive assessment process was prepared since the early stage of this activity. It covered not only results of the campaign as a whole but also, regarding INTERACT, how its first stakeholders - the remaining Territorial Cooperation programmes and their projects - as well as other entities that took part in the campaign, viewed INTERACT's coordination and outputs.

The assessment report, with the recommendations for the roll out of the campaign in 2014 has been finalised in December 2013.

Given the relevance of this activity for the perceived value of INTERACT as a catalyst of good cooperation practices, it is considered worthwhile to use below some significant excerpts of this report.

Concerning its main conclusions:

- 66% of all 93 Territorial Cooperation programmes (here included all the strands of ETC and the CBC programmes operating within the framework of ENPI and IPA) took part in European Cooperation Day.
- 173 events were organised by entities that sent data on their events gathered over 35,000 participants - a rate of 202 participants per event.
- There were reports of 403 news published by (national or regional) press, radios and televi-

sions all over Europe regarding EC Day and 856 online news.

- According to the respondents to the online poll on EC Day and INTERACT services, also in 2013 the main value of this campaign lay in the fact that most Territorial Cooperation programmes cooperated to make their services and value better recognized within the general public, and also to attract new stakeholders (the common efforts and common tools providing economies of scale and better results were also mentioned). With respect to INTERACT's services in general, the main perceived value was the common framework, guidelines and promotional material, tools delivered to all the programmes and the support from INTERACT's team.

Recommendations for the campaign's future editions

The recommendations below stem from the assessment and should be taken into account for the next edition of this campaign. The following is recommended for the overall coordination of the campaign:

- Date: A next edition of EC Day should be foreseen around the same date of the 21 September 2014, as this timing is favoured by over 90% of the programmes responding to the online poll on EC Day and INTERACT services.
- Format and INTERACT's role: The format of the campaign and the role of INTERACT should be mainly the same, even if they should both be further adjusted to the respondents' needs. This includes the need for a better overall and detailed planning, in order to make a better integration of efforts at regional, national and European levels possible - and on making sure that

the vision and goals of EC Day are the main drivers of all the efforts of this campaign. The 2013 edition improved many aspects as agreed by over 2/3 of the interviews received, but could still aim at a more advance planning.

- Vision for the campaign: Stemming from what is mentioned above, the vision for this campaign should be kept (disseminate the relevant outcomes of Territorial Cooperation in the relevant languages), as well as its key performance indicators (number of programmes on board, number of participants to the local events and number of published / broadcasted news items). The actual goals can now be set taking into account the accomplishments of 2013.
- The vision of the campaign should become wider and not focus on one specific topic at the time, to make it easier for the participating programmes to adjust it to their needs.
- Guidebooks were quite successful and their production should continue.
- A meeting with the Transnational Programmes would be useful in order to analyse their needs and constrains and to motivate them further proposing alternative ways of participation (more e-activities, further involvement of the projects, one highlighted area per year etc).
- One of the main recommendations of 2012 was the national coordination of the activities that was implemented by appointing a national coordinator this year. Given the fact that most of the programmes didn't see any added value and in many cases they didn't even contact each other - also due to the fact that they had to deal with more than one coordinator - the national coordinator needs to be reconsidered.

- The mobile application needs to be further improved and promoted (maybe a competition, a presentation by some VIPs or a short video on how to use it). It is also important to be compatible with all devices not only mobiles, but also tablets. Pro-motion should take place well in advance of the events of EC Day to give users the opportunity to familiarize themselves and use it during the events.

6.1.1.9 Corporate Identity

The IS has worked with the IPs to ensure the use of the set of agreed templates and guidelines to be used by the whole Programme. All the members of the Communications Group are responsible for enforcing the use of these templates and rules.

In order to make it simpler for all the organisation to comply with the rules, the IS publishes more or less every six months a revised edition of the Programme's style guide, also taking into account the suggestions and queries coming from the IPs. All templates are stored in Confluence in a dedicated area to ensure as much as possible their shared use.

Within this framework, a complete new website design was implemented.

6.2 Indicators of information and publicity

The table below displays both the Programme's targets and the results achieved on each indicator. (In certain cases figures are not available.) Almost all targets have been met, and many surpassed. Despite many efforts made and large improvements, the situation has sometimes delayed the planning and implementation of certain communication activities. All the shortcomings were solved along 2013.

Table No 15: INTERACT indicators on information and publicity

Output indicators	Target	Achievement
Management and coordination		
Number of Communications Group meetings	3	5
Dissemination and publicity		
INTERACT website		
Unique users per month	4,000	7,765
Number of EU countries actively using website	27	28
% of documents available compared to those produced	95%	N/A
Number of pages published (INTERACT related)	150	N/A
Number of pages published (ETC related)	50	N/A
INTERACT newsflash		
Number of newsflashes sent	6	6
INTERACT newsletter		
Number of issues produced per year	3	2
Number of articles per issue in average	5	15
INTERACT MC Update		
Number of MC Updates sent	4	2
Promotion and communication activities		
Number of activities	>3	defined after IPs inputs
Number of publications	>1	defined after IPs inputs
Number of external events	>2	defined after IPs inputs
INTERACT Communications System (Internal indicators)		
Number of logins	N/A	N/A
Number of active CDB users	All	All
Number of Communications Group members	6	7

Data source: IPs, IS

6.3 Assessing the results of the information and publicity measures in terms of visibility

6.3.1 Statistics

6.3.1.1 Visitors

Number of visitors 164,950

There were nearly 165,000 visitors in 2013, with an increase of more than 13% compared to the previous year, which indicates the growing appeal of the website.

Number of unique users 112,904

The total number of unique visitors for 2013 was 112,904, showing the number of people who visited the INTERACT site for the first time.

Returning visitors 57.23%
New visits 42.77%

The majority of visitors are returning visitors, showing that a high number of users are interested in what they find on the website and keep coming back.

The huge amount of new visitors indicates that INTERACT is continuing to expand the audience and find new visitors, due to an increased number of programmes being represented in the news and events sections, the jobs and experts section, and a consistently high profile in Google searches.

Please find below the number of visitors and total number of unique visitors per month. Google Analytics was used as a source to retrieve those numbers and track web usage.

Table No 16: Number of visitors and total number of unique visitors per month (2013)

INTERACT website visitors		
Month	Total	Unique
January	15,894	9,649
February	14,740	9,468
March	15,960	10,726
April	17,853	12,061
May	16,682	11,501
June	16,087	11,352
July	13,339	9,387
August	9,701	6,783
September	13,061	9,497
October	18,260	12,876
November	4,559	3,593
December	8,814	6,011
Total	164,950	112,904

Data source: Google Analytics

6.3.1.2 Attention span

User time on website 2:21 minutes

This figure allows seeing how much time users spend on the INTERACT site. The data could be interpreted negatively, "di per se", but considering that it correspond to a significant increase of visitors, and taking into account the major landing pages of the website, it shows that lots of visitors come for very specific information on a particular issue and do not stay around very long.

Average page view per visit 3,01 page views

This figure allows us to see how many pages are viewed by every visit. In average 3 pages are opened per visit.

Please find below the average time spent on the website and the average page view per visit. Google Analytics was used as a source to retrieve those numbers and track web usage.

Table No 17: Website attention span data for 2013

Attention span		
Month	Average time on site	Average page view per visit
January	02:47	3.62
February	02:35	3.25
March	02:20	3:09
April	02:22	2.95
May	02:19	2.88
June	02:27	2.95
July	02:03	2.80
August	02:02	2.85
September	02:02	2.87
October	02:15	2.83
November	02:51	2.86
December	03:12	3.65
Average	02:21	3.01

Data source: Google Analytics

6.3.1.3 Popular sections

The most popular section job opportunities, events and news

Like in 2012, in 2013 the most popular section of the website has been the job opportunities one. Together with the news section and the events, in 2013 one of the most visited area of the website has been the communication strategy section. This shows the priorities of the visitors and proves the central role that INTERACT has acquired along the time in informing about job opportunities among ETC and disseminating the programme's expertise to a wide audience. This shows the central role that INTERACT plays in providing information on vacancies, and in disseminating the programme's expertise to a wide audience. This data with the fact that more than 40% of traffic is generated by returning visitors, suggests that users find the information relevant and up-to-date.

6.3.1.4 Traffic sources overview

This gives us an indication of how people find our site.

<i>Direct traffic:</i>	23.39%
<i>Search engines:</i>	59.59%
<i>Referring sites:</i>	16.86%

The fact that more than 108,000 visitors have landed on INTERACT website from Google shows how it has been well indexed in the search engine. Since we know that the ranking of Google results to queries is

also connected to the amount of reliable links that the website has along the net, it is reasonable to assume that a lot of improvement have been made in the quantity and the quality of links to INTERACT.

The top keywords for Google searches were:

1. interact
2. interact eu
3. www.interact-eu.net

Annexes

Annex 1 Financial information of the operational programme

Annex 1 Table No 1: Interim RfPs as of 31 December 2013

Beneficiary / priority axis / Number of RfP	Type of RfP	ERDF (EUR)	National contribution (EUR)	Total (EUR)	Date of CA approval / rejection
Priority axis 1					
IP Viborg		3,530,384.76	623,009.08	4,153,39.84	
09/IP Viborg/1-IP1	Interim payment	202,918.38	35,809.13	238,727.51	13.01.2009
09/IP Viborg/1-IP2	Interim payment	293,267.53	51,753.09	345,020.62	02.12.2009
10/IP Viborg/1-IP3	Interim payment	290,841.36	51,324.94	342,166.30	05.08.2010
10/IP Viborg/1-IP4	Interim payment	223,217.62	39,391.35	262,608.97	17.12.2010
10/IP Viborg/1-IP5	Interim payment	134,820.16	23,791.79	158,611.95	18.03.2011
10/IP Viborg/1-IP6	Interim payment	329,235.07	58,100.31	387,335.38	08.04.2011
11/IP Viborg/1-IP7	Interim payment	59,342.31	10,472.17	69,814.48	27.05.2011
11/IP Viborg/1-IP8	Interim payment	335,301.42	59,170.84	394,472.26	09.11.2011
12/IP Viborg/1-IP9	Interim payment	391,866.77	69,152.96	461,019.73	24.04.2012
12/IP Viborg/1-IP10	Interim payment	393,528.79	69,446.26	462,975.05	16.10.2012
13/IP Viborg/1-IP11	Interim payment	430,397.97	75,952.58	506,350.55	07.05.2013
13/IP Viborg/1-IP12	Interim payment	445,647.38	78,643.66	524,291.04	03.10.2013
IP Turku		2,694,663.19	475,528.79	3,170,191.98	
09/IP Turku/1-IP1	Interim payment	126,643.20	22,348.80	148,992.00	04.11.2009
09/IP Turku/1-IP2	Interim payment	146,367.23	25,829.51	172,196.74	31.12.2009
09/IP Turku/1-IP3	Interim payment	83,695.38	14,769.77	98,465.15	08.03.2010
10/IP Turku/1-IP4	Interim payment	125,892.64	22,216.35	148,108.99	29.10.2010
10/IP Turku/1-IP5	Interim payment	277,034.58	48,888.45	325,923.03	07.04.2011
11/IP Turku/1-IP6	Interim payment	395,544.65	69,802.00	465,346.65	19.07.2011
11/IP Turku/1-IP7	Interim payment	284,880.35	50,273.00	335,153.35	01.03.2012
12/IP Turku/1-IP8	Interim payment	273,388.65	48,245.05	321,633.70	07.06.2012
12/IP Turku/1-IP9	Interim payment	341,287.61	60,227.23	401,514.84	12.12.2012
13/IP Turku/1-IP10	Interim payment	287,621.24	50,756.69	338,377.93	13.06.2013
13/IP Turku/1-IP11	Interim payment	352,307.66	62,171.94	414,479.60	22.11.2013
IP Valencia		3,046,616.19	537,638.14	3,584,254.33	
09/IP Valencia/1-IP1	Interim payment	97,981.39	17,290.83	115,272.22	09.11.2009
09/IP Valencia/1-IP2	Interim payment	285,862.80	50,446.38	336,309.18	08.06.2010
10/IP Valencia/1-IP3	Interim payment	233,830.14	41,264.14	275,094.28	20.08.2010
10/IP Valencia/1-IP4	Interim payment	319,189.42	56,327.54	375,516.96	14.01.2011
11/IP Valencia/1-IP5	Interim payment	266,963.99	47,111.29	314,075.28	01.07.2011
11/IP Valencia/1-IP6	Interim payment	340,256.39	60,045.24	400,301.63	20.12.2011
12/IP Valencia/1-IP7	Interim payment	380,774.87	67,195.57	447,970.44	25.05.2012
12/IP Valencia/1-IP8	Interim payment	373,379.39	65,890.48	439,269.87	18.02.2012
13/IP Valencia/1-IP9	Interim payment	339,709.40	59,948.72	399,658.12	04.06.2013

Beneficiary / priority axis / Number of RfP	Type of RfP	ERDF (EUR)	National contribution (EUR)	Total (EUR)	Date of CA approval / rejection
13/IP Valencia/1-IP11 ⁷	Interim payment / clearance of advance	294,654.90	51,997.92	346,652.82	13.12.2013
13/IP Valencia/1-IP12	Interim payment	114,013.50	20,120.03	134,133.53	17.12.2013
IP Vienna		3,567,516.03	629,561.65	4,197,077.68	
09/IP Vienna/1-IP1	Interim payment	312,893.80	55,216.55	368,110.35	26.10.2009
09/IP Vienna/1-IP2	Interim payment	265,984.91	46,938.51	312,923.42	18.12.2009
10/IP Vienna/1-IP3	Interim payment	370,570.90	65,394.86	435,965.76	05.08.2010
10/IP Vienna/1-IP4	Interim payment	437,985.66	77,291.59	515,277.25	17.01.2011
11/IP Vienna/1-IP5	Interim payment	460,065.32	81,188.00	541,253.32	07.06.2011
11/IP Vienna/1-IP6	Interim payment	318,371.81	56,183.26	374,555.07	11.11.2011
12/IP Vienna/1-IP7	Interim payment	419,407.84	74,013.15	493,420.99	16.10.2012
12/IP Vienna/1-IP8	Interim payment	337,344.76	59,531.43	396,876.19	30.01.2013
13/IP Vienna/1-IP9	Interim payment	391,494.41	69,087.25	460,581.66	03.09.2013
13/IP Vienna/1-IP10	Interim payment	253,396.62	44,717.05	298,113.67	13.11.2013
Managing Authority		126,219.94	22,274.11	148,494.05	
09/MA/1-IP1 ⁸	Interim payment	98,005.43	17,295.07	115,300.50	08.10.2009
12/MA/1-IP2	Clearance of advance	22,781.84	4,020.33	26,802.17	18.12.2012
13/MA/1-IP3	Interim payment	2,572.14	453.91	3,026.05	26.09.2013
13/MA/1-IP4	Clearance of advance	2,860.53	504.80	3,365.33	13.12.2013
INTERACT Secretariat		3,680,832.00	649,558.60	4,330,390.60	
09/IS/1-IP1	Interim payment	118,589.78	20,927.61	139,517.39	13.11.2009
09/IS/1-IP2	Interim payment	144,740.14	25,542.38	170,282.52	04.02.2010
10/IS/1-IP3	Interim payment	36,818.48	6,497.38	43,315.86	27.04.2010
10/IS/1-IP4	Interim payment	115,006.07	20,295.19	135,301.26	30.07.2010
10/IS/1-IP5	Interim payment	147,157.63	25,968.99	173,126.62	16.12.2010
10/IS/1-IP6	Interim payment	3,180.25	561.22	3,741.47	17.12.2010
10/IS/1-IP7	Interim payment	46,468.32	8,200.29	54,668.61	21.12.2010
11/IS/1-IP8	Clearance of advance	230,297.92	40,640.81	270,938.73	03.05.2011
11/IS/1-IP9	Interim payment	4,034.46	711.96	4,746.42	14.10.2011
11/IS/1-IP10	Interim payment	28,820.48	5,085.97	33,906.45	25.10.2011
11/IS/1-IP11	Interim payment	10,580.09	1,867.08	12,447.17	25.10.2011
11/IS/1-IP12	Interim payment	153,037.84	27,006.68	180,044.52	24.11.2011
11/IS/1-IP15	Interim payment	167,457.47	29,551.32	197,008.79	13.03.2012
11/IS/1-IP14	Interim payment	102,426.61	18,075.28	120,501.89	13.03.2012
11/IS/1-IP13	Interim payment	87,973.15	15,524.67	103,497.82	21.03.2012
12/IS/1-IP16	Interim payment	202,978.27	35,819.69	238,797.96	04.04.2012
12/IS/1-IP17	Interim payment	100,700.32	17,770.65	118,470.97	16.04.2012
12/IS/1-IP18	Interim payment	3,512.06	619.78	4,131.84	30.04.2012
12/IS/1-IP19	Interim payment	2,378.23	419.69	2,797.92	07.06.2012
12/IS/1-IP20	Interim payment	257,695.29	45,475.64	303,170.93	03.09.2012
12/IS/1-IP21	Clearance of advance	268,653.99	47,409.53	316,063.52	19.10.2012
12/IS/1-IP22	Interim payment	72,321.54	12,762.63	85,084.17	26.10.2012

⁷ Based on the agreement between the CA and MA the RfP was submitted in special structure, ie consisting of the expenditures representing the clearance of advances and expenditures for reimbursement.

⁸ Rejected RfPs are highlighted in gray.

Beneficiary / priority axis / Number of RfP	Type of RfP	ERDF (EUR)	National contribution (EUR)	Total (EUR)	Date of CA approval / rejection
12/IS/1-IP23	Interim payment	229,031.67	40,417.35	269,449.02	20.11.2012
12/IS/1-IP24	Interim payment	4,548.81	802.73	5,351.54	11.01.2013
12/IS/1-IP25	Interim payment	57,228.59	10,099.16	67,327.75	11.02.2013
12/IS/1-IP26	Clearance of advance	301,068.09	53,129.66	354,197.75	15.03.2013
13/IS/1-IP27	Interim payment	120,468.96	21,259.23	141,728.19	15.04.2013
13/IS/1-IP28	Interim payment	102,797.41	18,140.72	120,938.13	23.05.2013
13/IS/1-IP29	Interim payment	197,466.23	34,846.98	232,313.21	16.09.2013
13/IS/1-IP30	Interim payment	156,436.69	27,606.48	184,043.17	07.11.2013
13/IS/1-IP31	Interim payment	143,141.02	25,260.18	168,401.20	10.12.2013
13/IS/1-IP32	Interim payment	63,816.14	11,261.67	75,077.81	17.02.2013
Priority axis 2					
Managing Authority		845,107.32	149,136.56	994,243.88	
09/MA/2-IP1	Interim payment	33,766.80	5,958.85	39,725.65	08.10.2009
10/MA/2-IP2	Interim payment	5,533.03	976.42	6,509.45	30.04.2010
10/MA/2-IP3	Interim payment	52,315.82	9,232.20	61,548.02	03.08.2010
10/MA/2-IP4	Interim payment	40,210.68	7,096.00	47,306.68	13.09.2010
10/MA/2-IP5	Interim payment	23,254.28	4,103.70	27,357.98	22.10.2010
10/MA/2-IP6	Interim payment	18,236.83	3,218.26	21,455.09	21.12.2010
10/MA/2-IP7	Interim payment	21,152.22	3,732.74	24,884.96	17.01.2011
11/MA/2-IP8	Clearance of advance	42,713.20	7,537.62	50,250.82	05.05.2011
11/MA/2-IP9	Interim payment	6,864.61	1,211.40	8,076.01	24.08.2011
11/MA/2-IP10	Interim payment	9,226.96	1,628.29	10,855.25	24.08.2011
11/MA/2-IP11	Interim payment	33,630.79	5,934.84	39,565.63	04.08.2011
11/MA/2-IP12	Interim payment	24,011.44	4,237.31	28,248.75	22.08.2011
11/MA/2-IP13	Interim payment	29,007.30	5,118.93	34,126.23	22.08.2011
11/MA/2-IP14	Interim payment	50,606.91	8,930.63	59,537.54	04.08.2011
11/MA/2-IP15	Interim payment	43,088.81	7,603.91	50,692.72	03.10.2011
11/MA/2-IP16	Interim payment	40,515.17	7,149.73	47,664.90	20.12.2011
12/MA/2-IP17	Interim payment	36,045.18	6,360.91	42,406.09	23.05.2012
12/MA/2-IP18	Clearance of advance	64,388.06	11,362.60	75,750.66	03.09.2012
12/MA/2-IP19	Interim payment	14,542.35	2,566.30	17,108.65	12.09.2012
12/MA/2-IP20	Clearance of advance	47,122.74	8,315.78	55,438.52	21.12.2012
12/MA/2-IP21	Interim payment	20,532.74	3,623.43	24,156.17	06.02.2013
13/MA/2-IP22	Interim payment	21,452.76	3,785.78	25,238.54	20.03.2013
12/MA/2-IP23	Interim payment	15,414.84	2,720.26	18,135.10	12.04.2013
13/MA/2-IP24	Interim payment	28,550.41	5,038.31	33,588.72	25.09.2013
13/MA/2-IP25	Interim payment	45,032.66	7,946.94	52,979.60	04.10.2013
13/MA/2-IP26	Interim payment	46,793.79	8,257.73	55,051.52	10.12.2013
13/MA/2-IP27	Interim payment	31,096.94	5,487.69	36,584.63	17.12.2013
INTERACT Secretariat		105,689.16	18,651.02	124,340.18	
09/IS/2-IP1	Interim payment	12,561.50	2,216.73	14,778.23	13.11.2009
09/IS/2-IP2	Interim payment	12,792.08	2,257.42	15,049.50	04.02.2010
10/IS/2-IP3	Interim payment	819.39	144.60	963.99	29.07.2010
11/IS/2-IP4	Interim payment	614.80	108.49	723.29	08.11.2011
12/IS/2-IP5	Interim payment	24,132.47	4,258.67	28,391.14	16.05.2012

Beneficiary / priority axis / Number of RfP	Type of RfP	ERDF (EUR)	National contribution (EUR)	Total (EUR)	Date of CA approval / rejection
12/IS/2-IP6	Clearance of advance	18,701.79	3,300.32	22,002.11	11.12.2012
12/IS/2-IP7	Clearance of advance	11,184.97	1,973.82	13,158.79	11.12.2012
12/IS/2-IP8	Clearance of advance	9,260.02	1,634.12	10,894.14	11.12.2012
13/IS/2-IP9	Clearance of advance	3,429.19	605.15	4,034.34	15.03.2013
13/IS/2-IP10	Clearance of advance	12,192.95	2,151.70	14,344.65	13.12.2013
Certifying Authority		253,613.39	44,755.30	298,368.69	
09/CA/2-IP1	Interim payment	63,508.13	11,207.32	74,715.45	06.05.2010
10/CA/2-IP2	Interim payment	37,869.25	6,682.81	44,552.06	27.04.2011
11/CA/2-IP3	Clearance of advance	37,876.00	6,684.00	44,560.00	27.06.2011
11/CA/2-IP4	Interim payment	26,300.11	4,641.19	30,941.30	27.06.2011
11/CA/2-IP5	Interim payment	58,761.06	10,369.60	69,130.66	13.10.2011
12/CA/2-IP6	Interim payment	25,909.38	4,572.24	30,481.62	24.04.2012
13/CA/2-IP7	Interim payment	3,389.46	598.14	3,987.60	02.05.2013
Audit Authority		78,610.78	13,872.49	92,483.27	
09/AA/2-IP1	Interim payment	22,220.48	3,921.26	26,141.74	05.03.2010
10/AA/2-IP2	Interim payment	15,206.50	2,683.50	17,890.00	11.02.2011
12/AA/2-IP3	Interim payment	22,807.72	4,024.89	26,832.61	23.08.2012
13/AA/2-IP4	Clearance of advance	18,376.08	3,242.84	21,618.92	04.06.2013
Total approved RfP		17,541,465.54	3,095,552.71	20,637,018.25	
Total priority axis 1		16,395,188.84	2,893,268.62	19,288,457.46	
Total priority axis 2		1,146,276.70	202,284.09	1,348,560.79	
Total RfP in process		0.00	0,00	0.00	
Total Interim payment		16,155,903.27	2 851 041,71	19,006,944.98	
Total Clearance of advance payment		1,090,907.37	192 513,08	1,283,420.45	
Total RfP consisting of Interim payment and clearance of advance payment		294,654.90	51 997,92	346,652.82	
Total rejected RfP		387,787.22	68 433,03	456,220.25	
Total reimbursed RfP		15,515,344.15	2 738 001,87	18 253 346,02	

Data source: CA

Annex 1 Table No 2: Overview of payments received from the Commission (as of 31 December 2013)

Source	Payment claim	Date of submission of claim to EC	Amount requested	Amount paid	Date of the transfer to the CA account	Difference between claimed and transferred amount
ERDF	Advance payment	x	x	680,670.24	14.12.2007	x
ERDF	Advance payment	x	x	1,021,005.36	18.06.2008	x
ERDF	Advance payment	x	x	680,670.24	05.02.2009	x
ERDF	Advance payment	x	x	680,670.24	22.04.2009	x
ERDF	2010900701	11.12.2009	740,436.77	740,436.77	31.12.2009	0
ERDF	2011000702	02.02.2010	836,770.93	836,770.93	22.02.2010	0
ERDF	2011000703	03.08.2010	642,378.45	642,378.45	16.09.2010	0
ERDF	2011000704	28.09.2010	1,011,067.86	1,011,067.86	15.11.2010	0
ERDF	2011100705	08.02.2011	1,405,945.53	1,405,945.53	07.03.2011	0
ERDF	2011100706	30.05.2011	1,019,509.13	1,019,509.13	21.06.2011	0
ERDF	2011100707	11.08.2011	1,246,092.37	1,246,092.37	02.09.2011	0
ERDF	2011100708	22.12.2011	940,901.39	940,901.39	10.02.2012	0
ERDF	2011200709	19.04.2012	935,535.97	935,535.97	25.05.2012	0
ERDF	2011200710	25.07.2012	1,269,328.72	1,269,328.72	18.09.2012	0
ERDF	2011200711	24.09.2012	619,488.41	619,488.41	12.10.2012	0
ERDF	2011200712	16.11.2012	1,168,454.52	1,168,454.52	02.04.2013	0
ERDF	2011300713	20.02.2013	1,394,643.61	1,394,643.61	20.05.2013	0
ERDF	2011300714	31.05.2013	973,382.59	973,382.59	25.06.2013	0
ERDF	2011300715	31.07.2013	748,504.14	748,504.14	27.11.2013	0
ERDF	2011300716	19.12.2013	2,581,473.96	0.00	-	-
Total	x	x	17.533.914.35	18.015.456.47	x	x

Data source: CA

Annex 1 Table No 3: Interim payment claims submitted by the CA to the Commission (as of 31 December 2013)

Claim No	Date	Priority axis 1	Priority axis 2	Total
2010900701	11.12.2009	740,437	0	740,437
2011000702	02.02.2010	824,209	12,562	836,771
2011000703	03.08.2010	551,117	91,262	642,378
2011000704	28.09.2010	1,010,248	819	1,011,068
2011100705	08.02.2011	1,303,092	102,854	1,405,946
2011100706	30.05.2011	965,007	54,502	1,019,509
2011100707	11.08.2011	1,181,916	64,176	1,246,092
2011100708	22.12.2011	686,879	254,023	940,901
2011200709	19.04.2012	895,021	40,515	935,536
2011200710	25.07.2012	1,178,039	91,290	1,269,329
2011200711	24.09.2012	532,293	87,196	619,488
2011200712	16.11.2012	1,153,912	14,542	1,168,455
2011300713	20.02.2013	1,308,374	86,270	1,394,644
2011300714	31.05.2013	909,164	64,219	973,383
2011300715	31.07.2013	730,128	18,376	748,504
2011300716	19.12.2013	2,417,807	163,667	2,581,474
Total interim payment claims		16,387,642	1,146,272	17,533,914
Commitment		28,345,020	1,809,257	30,154,277
% of the commitment 2007-2013		57.81%	63.36%	58.15%

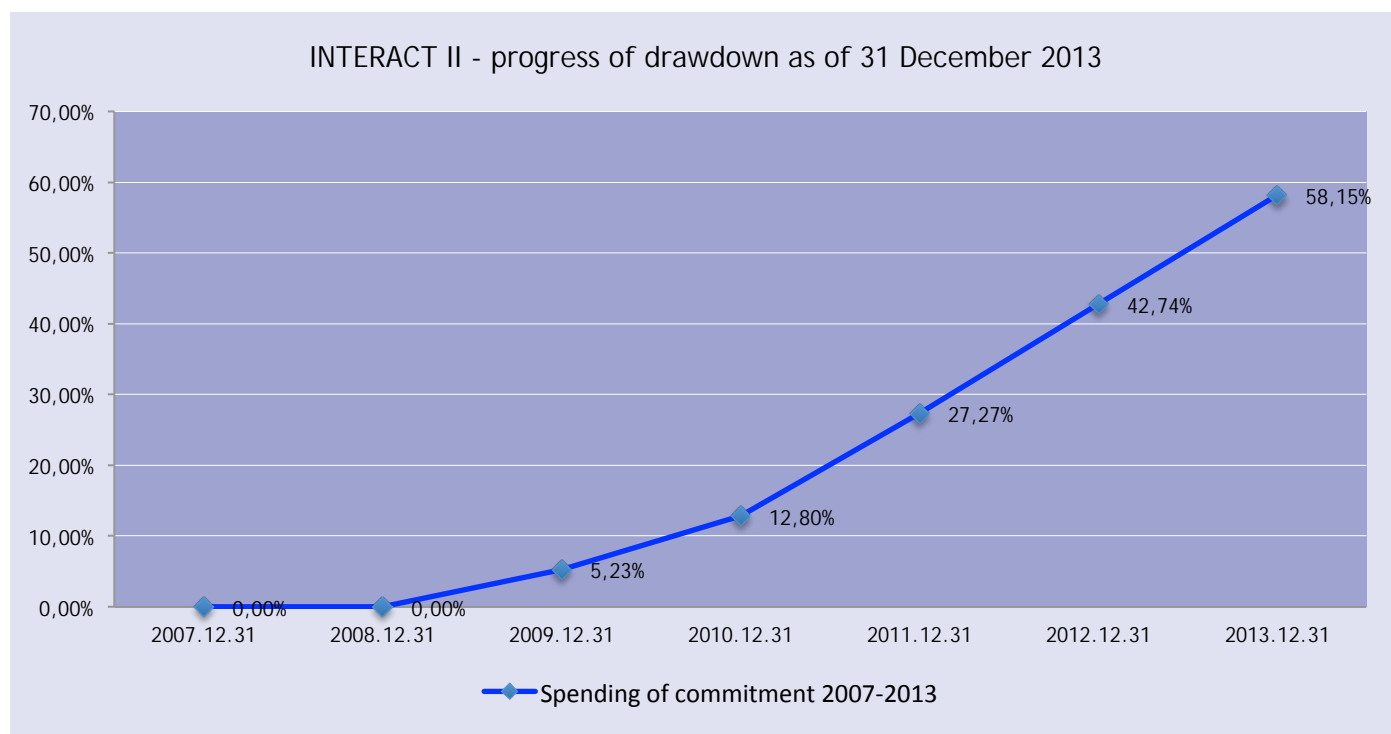
Data source: CA

Annex 1 Table No 4: INTERACT spending (approved RfPs decreased by irregularities as of 31 December 2013)

Item	ERDF amount (EUR / %)
Spending (approved RfPs decreased by irregularities)	17,533,914
Commitment 2007-2013	30,154,277
Spending of the 2007-2013 commitment (%)	58.15%
Advance payments	3,063,016
Commitment 2010	5,393,496
Commitment 2011	6,016,985
Commitment 2012	6,484,159
Spending of the commitment 2010 and 2011 (%)	100.00%
Spending of the commitment 2012 (%)	0.24%
Necessary to spend until 31.12.2013 in accordance with the n+2 rule (Commitment 2012)	6,468,732

Data source: CA

Annex 1 Chart No 1: INTERACT - progress of drawdown as of 31 December 2013



Data source: CA

Annex 2 Examples of INTERACT information and Publicity measures (electronic addresses)

1. INTERACT in general

- Website: interact-eu.net
- Facebook page: www.facebook.com/InteractEU
- Twitter: twitter.com/InteractEU

2. Danube Region Strategy

- Website: www.danube-region.eu/
- Facebook page: www.facebook.com/DanubeRegionStrategy
- Twitter: twitter.com/EUSDR
- Youtube: www.youtube.com/user/DanubeRegionStrategy
- Several interactive and collaborative groups created on Groupspaces (eg "EUSDR Labgroup", "PAC Network": groupspaces.com/PACNetwork/) - functions as intranet.
- Newsletter Winter 2013: groupspaces.com/EUStrategyfortheDanubeRegion/pages/newsletter

3. Baltic Sea Region Strategy

- Website: www.balticsea-region.eu
- Twitter: twitter.com/EUSBSR
- Youtube: www.youtube.com/eusbsr

4. Newsletters

- Newsletter Winter 2013:
admin.interact-eu.net/downloads/7683/Newsletter_INTERACT_Winter_2013_Territorial_Cooperation_2014_Part_2_tools_for_improved_cooperation_.pdf
- Newsletter Autumn 2013:
admin.interact-eu.net/downloads/8295/INTERACT_Newsletter_Autumn_2013_Closure_2007_2013.pdf

5. INTERACT Videos

- Youtube: www.youtube.com/INTERACTProgramme

6. European Cooperation Day 2013

- Website: www.ecday.eu
- Youtube channel: www.youtube.com/cooperationday
- Facebook page: www.facebook.com/CooperationDay
- Twitter feed: twitter.com/CooperationDay

7. KEEP

- Website: territorialcooperation.eu
- KEEP videos: <https://www.youtube.com/watch?v=EESuXJG5VxY>

Annex 3 INTERACT Activities 2013

Annex 3 Table No 1: IP services - workshops, seminars, lab groups, network meetings and conferences

From (dd/mm)	To (dd/mm)	Location	Country	Implementing / lead	Theme	Title of Activity	Type of Activity
10/01	10/01	Stockholm Arlanda	Sweden	IP Turku	EUSBSR	Meeting with DG Regio and BSR programme on further support to the EUSBSR	Network meeting
10/01	10/01	Stockholm Arlanda	Sweden	IP Turku	EUSBSR	Meeting on the seed money facility to support the EUSBSR	Meeting
10/01	10/01	Stockholm Arlanda	Sweden	IP Turku	EUSBSR	Meeting with EC, Swedish Institute, CBSS and the BSR programme on seed money facilities to support to the EUSBSR	Network meeting
11/01	11/01	Stockholm Arlanda	Sweden	IP Turku	EUSBSR	Joint meeting on the Partnership Agreements and the EUSBSR	Conference
15/01	17/01	Brussels	Belgium	IP Viborg, all IPs	Programming 2014-2020	Workshop with DG Regio desk officers	Workshop
21/01	22/01	Copenhagen	Denmark	IP Viborg	Programming 2014-2020	Programming advisory for the Öresund-Kattegat-Skagerrak (DK-SE-NO) programme	Advisory
23/01	23/01	Velje	Denmark	IP Viborg	Programming 2014-2020	Programming advisory for the Fehmarnbelt and KERN CBC programmes (future (DE-DK) programme	Advisory
23/01	23/01	Warsaw	Poland	IP Turku	EUSBSR	Task Force for Communication within EUSBSR	Meeting
23/01	24/01	Warsaw	Poland	IP Turku	EUSBSR	Workshop on EUSBSR added value	Workshop
30/01	30/01	Helsinki	Finland	IP Turku	Financial management	Seminar on current audit issues for neighbouring ETC audit authorities at the Baltic Rim	Network meeting
30/01	31/01	Brussels	Belgium	IP Vienna	EUSDR	Meeting of EUSDR PAC and NCP networks, in co-operation with DG Regio and DE NCP	Meeting
04/02	05/02	Schwerin	Germany	IP Turku	EUSBSR	Meeting on communication improvements for EUSBSR PA Tourism	Advisory
05/02	06/02	Porto	Portugal	IP Viborg	Programming 2014-2020	Strategic programming 2014-2020	Workshop
06/02	06/02	Porto	Portugal	IP Viborg, IP Valencia	Programming 2014-2020	Programming advisory for the MA and JTS of the Atlantic Area programme	Advisory
12/02	12/02	Turku	Finland	IP Viborg	Programming 2014-2020	Programming advisory for the MA, JTS, CA and AA of the Central Baltic programme	Advisory
13/02	13/02	Brussels	Belgium	IP Turku	EUSBSR	Preparatory meeting with DG Regio on the 4th working meeting of the EUSBSR	Meeting
20/02	20/02	Paris	France	IP Viborg	Programming 2014-2020	Informal dialogue: preparation of CBC and TN programmes 2014-2020	Conference
22/02	22/02	Brussels	Belgium	IP Viborg	Programming 2014-2020	ETC 2014-2020: indicators - brainstorming meeting on ETC-specific results and indicators	Workshop
01/03	01/03	Vienna	Austria	IP Vienna	Programming 2014-2020	Informal dialogue: Preparation of CBC and TN programmes 2014-2020	Conference
01/03	01/03	Copenhagen	Denmark	IP Turku	Programming 2014-2020	Informal dialogue: Preparation of CBC and TN programmes 2014-2020	Conference
07/03	07/03	Rome	Italy	IP Valencia	Programming 2014-2020	Informal dialogue: Preparation of CBC and TN programmes 2014-2020	Conference
07/03	07/03	Warsaw	Poland	IP Turku	Programming 2014-2020	South Baltic Programming Task Force meeting	Advisory
12/03	12/03	Paris	France	IPs, IS	Communication	EC Day 2013 Information Meeting	Meeting
13/03	14/03	Copenhagen	Denmark	IP Viborg	Programming 2014-2020, HIT	HIT meeting with TN programmes and INTERREG IVC	Meeting
18/03	19/03	Tallinn	Estonia	IP Turku	Financial management	Managing Irregularities in ETC Programmes and Programme Closure 2007-2013	Workshop & Network meeting
20/03	20/03	Stockholm	Sweden	IP Turku	Macro-regional strategies	Meeting with the ESF BSN representatives and PAC of 'Education' clarifying the FSP concept	Advisory
26/03	26/03	Brussels	Belgium	IP Valencia	Programming 2014-2020	Meeting with Nord-Pas de Calais region on the possibilities of Article 87.2.c.v	Advisory
02/04	02/04	Espoo	Finland	IP Turku	EUSBSR	Meeting with DG Regio and BSR programme on further support to the EUSBSR	Network meeting
10/04	11/04	Luxembourg	Luxemburg	IP Viborg	Programming 2014-2020	Operational aspects of programming: Involvement of SMEs in ETC programmes 2014-2020	Workshop
10/04	11/04	Espoo	Finland	IP Turku	EUSBSR	4th Working Meeting on the EUSBSR	Conference

From (dd/mm)	To (dd/mm)	Location	Country	Implementing / lead	Theme	Title of Activity	Type of Activity
17/04	18/04	Prague	Czech Republic	IP Vienna	Programme management	Monitoring systems network meeting	Network meeting
23/04	23/04	Brussels	Belgium	IP Viborg	Communication	Meeting on common branding and joint communication activities of TN programmes	Network meeting
29/04	30/04	Sofia	Bulgaria	IP Vienna	EUSDR	Priority Area Coordinators meeting of the EUSDR, in cooperation with DG Regio and PAC 3	Meeting
07/05	07/05	Brussels	Belgium	IP Viborg	Programming 2014-2020	Indicators for 2014-2020 programmes: Telling the story of the ETC	Workshop
08/05	08/05	Brussels	Belgium	IP Viborg	Capitalisation	Coordination meeting with Intelligent Energy Europe on the upcoming event	Meeting
14/05	14/05	Stockholm	Sweden	IP Turku	EUSBSR	Preparatory meeting on the EUSBSR annual event	Meeting
15/05	16/05	Castleknock	Ireland	IP Valencia, IP Viborg	Audit and control	4th meeting of ETC Audit Authorities and members of Groups of Auditors	Network meeting
15/05	16/05	Brussels	Belgium	All IPs	Capitalisation	Accelerating change at the local level for effective delivery of sustainable energy solutions - joint event with Intelligent Energy Europe	Seminar
16/05	16/05	Kiršoniai	Lithuania	IP Turku, IP Valencia	Communication	Meeting with the partner of Baltic Deal project and shooting of the EC Day video	Meeting
17/05	17/05	Gdansk	Poland	IP Turku	Communication	Meeting with the partner of Baltic Deal project and shooting of the EC Day video	Meeting
21/05	21/05	Gozo	Malta	IP Valencia	Communication	Meeting with the partner of Vamos Seguro project and shooting of the EC Day video	Meeting
23/05	24/05	Catania	Italy	IP Valencia	Communication	Meeting with the partner of Vamos Seguro project and shooting of the EC Day video	Meeting
30/05	31/05	Brussels	Belgium	IP Viborg	Capitalisation	Follow-up meeting of the maritime cross-border programmes	Workshop
05/06	05/06	Brussels	Belgium	IP Turku	Financial management	Programme closure 2007-2013	Workshop
06/06	06/06	Brussels	Belgium	IP Valencia	Audit and control	Irregularities in ETC programmes	Seminar
12/06	13/06	Milan	Italy	IP Viborg	Communication	Meeting on common branding and joint communication activities of TN programmes	Network meeting
12/06	13/06	Milan	Italy	IP Vienna, all IPs	Communication	CBC Communication Network Annual Meeting 2013	Network meeting
18/06	18/06	Vienna	Austria	IP Turku, IP Valencia	Communication	Meeting with the partner of Duo Stars project and shooting of the EC Day video	Meeting
19/06	19/06	Bratislava	Slovakia	IP Turku, IP Valencia	Communication	Meeting with the partner of Duo Stars project and shooting of the EC Day video	Meeting
19/06	19/06	Riga	Latvia	IP Turku	EUSBSR	EUSBSR Information day	Training
20/06	20/06	Vilnius	Lithuania	IP Turku	EUSBSR	EUSBSR Information day	Training
21/06	21/06	Valencia	Spain	IP Valencia	Financial management	Public procurement in ETC programmes, the specific case of Spain	Seminar
25/06	26/06	Pjuc	Slovenia	IP Turku, IP Valencia	Communication	Meeting with the partner of Philoxenia project and shooting of the EC Day video	Meeting
27/06	27/06	Thessaloniki	Greece	IP Turku, IP Valencia	Communication	Meeting with the partner of Philoxenia project and shooting of the EC Day video	Meeting
01/07	01/07	L'Aquila	Italy	IP Vienna	Programme management	Advisory on strategic projects assessment for IPA CBC Adriatic	Advisory
01/07	01/07	Brussels	Belgium	IS	KEEP	Presentation of KEEP to DG Regio	Workshop
03/07	03/07	Vienna	Austria	IP Vienna	Financial management	Advisory to Romanian CA on the INTERACT work	Advisory
08/07	09/07	London	UK	IP Viborg	Programming 2014-2020, HIT	2nd HIT meeting with TN programmes and INTERREG IVC	Meeting
11/07	12/07	Rome	Italy	IP Valencia, IP Vienna	Programming 2014-2020	Programming seminar for Italian ETC stakeholders with the Ministry for Economic development	Seminar
21/08	21/08	Malmö	Sweden	IP Turku	Communication	Communication workshop for CBC programmes of the IP Turku zone	Workshop
04/09	05/09	Dubrovnik	Croatia	IP Vienna	Programme management	Annual meeting of the IP Vienna regional network	Network meeting
05/09	05/09	Vilnius	Lithuania	IP Turku	EUSBSR	Task Force for Communication within EUSBSR	Meeting
10/09	10/09	Strasbourg	France	IPs, IS, MA	Communication	EC Day 2013 kick-off event in the EP	Conference

From (dd/mm)	To (dd/mm)	Location	Country	Implementing / lead	Theme	Title of Activity	Type of Activity
10/09	10/09	Strasbourg	France	IP Valencia	Communication	'Achievements of European Territorial Cooperation' photo exhibition of ETC success stories at the EP	Exhibition
18/09	01/10	Valencia	Spain	IP Valencia	Communication	Film Screening on European Cooperation (EC Day local event)	EC Day local event
20/09	22/09	Turku	Finland	IP Turku	Communication	Territorial Cooperation Film Festival (EC Day local event)	EC Day local event
21/09	21/09	Bratislava	Slovakia	MA, IS	Communication	EC Day 2013 local event Bratislava	EC Day local event
21/09	21/09	Viborg	Denmark	IP Viborg	Communication	EC Day 2013 local event Viborg	EC Day local event
03/10	03/10	Brussels	Belgium	IP Viborg	Programming 2014-2020	Workshop with the EC: 'Intervention logic for Transnational programmes'	Workshop
07/10	10/10	Brussels	Belgium	IS, IPs	Capitalisation	OPEN DAYS exhibition '100 EURban solutions' (together with the networking programmes)	Exhibition
08/10	08/10	Brussels	Belgium	IS	Capitalisation	OPEN DAYS workshop 'More jobs, better cities and regions: how can cities and regions best create and support more and better jobs?' (together with the networking programmes)	Workshop
08/10	08/10	Brussels	Belgium	IPs	Programming 2014-2020	OPEN DAYS workshop 'Involvement of SMEs in ETC: How to deal with State Aid and intellectual property rights in the context of ETC projects?'	Workshop
08/10	08/10	Brussels	Belgium	IPs	Programming 2014-2020	OPEN DAYS workshop 'Added value of macro-regional cooperation' (together with the EC)	Workshop
09/10	09/10	Brussels	Belgium	IPs	Programming 2014-2020	OPEN DAYS workshop 'New territorial features (ITI, JAP, CLLD) and EGTC in European territorial cooperation programmes' (together with the EC)	Workshop
17/10	18/10	Vienna	Austria	IP Vienna	Monitoring systems	e-MS kick-off meeting and CA module meeting	Network meeting
24/10	24/10	Copenhagen	Denmark	IP Turku	Financial management	Network meeting for CAs of ETC programmes in North Europe	Network meeting
28/10	29/10	Bucharest	Romania	IP Vienna	EUSDR	4 Workshops and second annual forum of the EUSDR	Workshop
05/11	06/11	Brussels	Belgium	IP Viborg	Financial Management	Network meeting of Finance officers of Transnational and CBC programmes (from NW Europe)	Network meeting
06/11	07/11	Brussels	Belgium	IP Viborg	HIT	TN HIT meeting with finance officers	Workshop
08/11	08/11	Brussels	Belgium	IP Viborg	Programming 2014-2020	Focus on Results: Consultation Workshop for 2014-2020 CBC Programmes	Workshop
13/11	14/11	Vienna	Austria	IP Viborg	HIT	TN HIT meeting with programme officers	Workshop
19/11	20/11	Gdansk	Poland	IP Turku	Network	7th Network meeting of MAs and Heads of JTS of the Turku zone CBC programmes	Network meeting
20/11	20/11	Amsterdam	Netherlands	IS	Communication	European Cooperation Day 2013 evaluation meeting	Meeting
20/11	20/11	Amsterdam	Netherlands	IP Viborg	Communication	Joint branding of ETC	Meeting
20/11	20/11	Vienna	Austria	IP Vienna	Monitoring Systems	e-MS core developers group meeting	Meeting
21/11	21/11	Nicosia	Cyprus	IP Valencia	Financial management	First level control and public procurement in ETC programmes	Seminar
25/11	25/11	Brussels	Belgium	IP Turku	HIT	Working meeting to develop a HIT template for the complaint procedure according to CPR Article 63(3)	Workshop
26/11	26/11	Brussels	Belgium	IP Viborg	Programming 2014-2020	Focus on Results: Second Consultation Workshop for 2014-2020 CBC Programmes	Workshop
27/11	27/11	Berlin	Germany	IP Turku, IP Valencia, IP Vienna	Programming 2014-2020	Meeting of TN programmes on further support to implementation of macro-regional strategies	Meeting
02/12	03/12	Riga	Latvia	IP Turku	Programme management	Best practises of programme management seminar	Seminar
04/12	04/12	Riga	Latvia	IP Turku	Networking	2nd Network meeting of Programme and Project Managers of the IP Turku zone CBC programmes	Network meeting
10/12	10/12	Brussels	Belgium	IP Viborg, IP Valencia	Communication	Joint Branding Task Force	Meeting

From (dd/mm)	To (dd/mm)	Location	Country	Implementing / lead	Theme	Title of Activity	Type of Activity
10/12	11/12	Brussels	Belgium	IP Viborg, IP Valencia	Communication	TN Communication network meeting	Network meeting
11/12	12/12	Prague	Czech Republic	IP Viborg	HIT	First meeting of the CBC HIT working group	Meeting

Annex 3 Table No 2: INTERACT support to external events

From (dd/mm)	To (dd/mm)	Location	Country	Implementing / lead	Theme	Title of Activity	Type of Activity
11/01	11/01	Stockholm Arlanda	Sweden	IP Turku	EUSBSR	Meeting of EUSBSR NCPs and the EC	Meeting
11/01	11/01	Vienna	Austria	IP Vienna	EUSDR	Meeting of EUSDR NCP network	Meeting
15/01	15/01	Brussels	Belgium	IP Viborg	Programming 2014-2020	North West Europe Programme Preparation Group meeting	Workshop
15/01	15/01	Brussels	Belgium	IP Vienna	EUSDR	EUSDR meeting on communication issues at the EC	Meeting
16/01	16/01	Brussels	Belgium	IP Turku	Financial management	SFC-2014 - The new fund management system for the programming period 2014-2020	Meeting
23/01	23/01	Brussels	Belgium	IP Valencia	Programming 2014-2020	Facilitation at the internal meeting of Units D1 and D2	Workshop
25/01	25/01	Brussels	Belgium	IP Vienna	IPA CBC	Commission IPA CBC Kick-off Conference	Conference
28/01	28/01	Brussels	Belgium	IP Viborg	Programming 2014-2020	INTERREG IVC Programming Task Force meeting	Workshop
28/01	29/01	Vienna	Austria	IP Vienna	Programming 2014-2020	Austrian ETC network meeting	Meeting
31/01	31/01	Brussels	Belgium	IP Turku, IP Valencia	Communication	RegioStars Award Ceremony	Meeting
04/02	04/02	Silkeborg	Denmark	IP Viborg	N/a	Network meeting of Danish programmes	Meeting
05/02	05/02	Vienna	Austria	IP Vienna	Programming 2014-2020	Facilitation of Danube Region programming task force	Meeting
14/02	14/02	Brussels	Belgium	IP Vienna	E-cohesion	E-TrustEx User Reference Group meeting	Meeting
20/02	20/02	Brussels	Belgium	IP Viborg	Programming 2014-2020	HIT session during the North Sea Region programme preparation meeting	Meeting
21/02	21/02	Berlin	Germany	IP Turku	EUSBSR	Seed Money Facility information day	Meeting
26/02	26/02	Brussels	Belgium	IP Turku	Macro-regional strategies	Evaluation of the added value of macro-regional strategies	Workshop
26/02	26/02	Copenhagen	Denmark	IP Turku	Communication	EUSBSR communication seminar	Seminar
27/02	28/02	Brussels	Belgium	IP Viborg	Programming 2014-2020	INTERREG IVC Programming Committee meeting	Meeting
27/02	28/02	Berlin	Germany	IP Turku	Communication	Website communication trends training	Training
01/03	01/03	Brussels	Belgium	IP Viborg	Programming 2014-2020	North West Europe Programme Preparation Group meeting	Workshop
04/03	04/03	Helsinki	Finland	IP Turku	Strategy and development	HELCOM-Bonus conference	Conference
04/03	05/03	Cork	Ireland	IP Viborg, IP Valencia	Macro-regional strategies	Atlantic Forum meeting	Meeting
06/03	06/03	Rome	Italy	IP Valencia, IP Vienna	Programming 2014-2020	1st meeting for the South East Gateway programme	Meeting
12/03	12/03	Vienna	Austria	IP Vienna	Programming 2014-2020	Austrian ETC network meeting	Meeting
19/03	19/03	Brussels	Belgium	IP Vienna, IP Viborg	Programming 2014-2020	Meeting with DG Regio and DG Competition for State Aid in ETC	Meeting
20/03	20/03	Lille	France	IP Viborg	Programming 2014-2020	North West Europe Programme Preparation Group meeting	Workshop
20/03	20/03	Stockholm	Sweden	IP Turku	Macro-regional strategies	Meeting with the ESF BSN representatives and PAC of 'Education' clarifying the FSP concept	Meeting
21/03	21/03	Vienna	Austria	IP Vienna	EUSDR	Support to PA 10 steering group	Meeting
21/03	22/03	Vienna	Austria	IP Viborg, IP Vienna	Programming 2014-2020	Central Europe programme steering group meeting	Meeting
26/03	26/03	Brussels	Belgium	IP Valencia	Programme management	AER workshop: Opportunities for interregional co-operation in Regional Operational Programmes	Workshop

From (dd/mm)	To (dd/mm)	Location	Country	Implementing / lead	Theme	Title of Activity	Type of Activity
08/04	08/04	Brussels	Belgium	IP Viborg	Programming 2014-2020	INTERREG IVC Programming Task Force meeting	Workshop
11/04	11/04	Bologna	Italy	IP Valencia, IP Vienna	Programming 2014-2020	Support to the first programming task force of the South-East-Gateway programme	Meeting
14/04	14/04	Brussels	Belgium	IP Vienna, IP Viborg	Programming 2014-2020	Meeting with Audit Unit at DG Regio for financial templates	Meeting
16/04	17/04	Bucharest	Romania	IP Turku, IP Vienna	Macro-regional strategies	Support at conference 'The EUSDR in the programming process for 2014-2020: First joint meeting'	Conference
17/04	17/04	Belgrade	Serbia	IP Vienna	Programming 2014-2020	Support to Danube Programme programming task force	Meeting
22/04	23/04	Brussels	Belgium	IPs, IS, MA	Programming 2014-2020	European Commission Annual Meeting with Territorial Cooperation Programmes	Conference
24/04	24/04	Lille	France	IP Viborg	Programming 2014-2020	North West Europe Programme Preparation Group meeting	Workshop
25/04	26/04	Lille	France	IP Viborg	Programming 2014-2020	INTERREG IVC Programming Committee meeting	Meeting
26/04	26/04	Brussels	Belgium	IP Turku	Macro-regional strategies	S3 Seminar - Research and Innovation Strategies for Smart Specialisation	Seminar
26/04	26/04	Vienna	Austria	IP Vienna	EUSDR	Danube Region TA Facility advisory committee meeting	Meeting
08/05	08/05	Helsinki	Finland	IP Turku	Programming 2014-2020	Central Baltic Programme thematic workshop	Workshop
10/05	10/05	Civitavecchia	Italy	IP Valencia	Capitalisation	MEDNET - FUTUREMED Joint international conference	Conference
15/05	15/05	Brussels	Belgium	IP Turku	Strategy and development	Stepping into the sea - ESPON workshop	Workshop
15/05	16/05	Padua	Italy	IP Vienna	Programming 2014-2020	Support at Annual Event of Central Europe programme on programming 2014-2020	Meeting
15/05	16/05	Lille	France	IP Viborg	Programming 2014-2020	2 Seas Programme Preparation Group meeting	Meeting
21/05	21/05	Ljubljana	Slovenia	IP Vienna	Programming 2014-2020	Danube Programme Task Force meeting	Meeting
23/05	23/05	Lille	France	IP Valencia	Programming 2014-2020	Working session on indicators, capitalisation and implementing provisions of future INTERREG VC programme	Meeting
24/05	24/05	Madrid	Spain	IP Valencia	Programming 2014-2020	Meeting on strategic aspects of the future programming period with the Spanish Ministry of Finance	Meeting
25/05	25/05	Brussels	Belgium	IP Viborg	Programming 2014-2020	North West Europe Programme Preparation Group meeting	Workshop
28/05	28/05	Riga	Latvia	IP Turku	EUSBSR	Meeting of EUSBSR NCPs and the EC	Meeting
28/05	28/05	Warsaw	Poland	IP Turku	Programming 2014-2020	Meeting with the JTS and MA of the South Baltic Programme regarding 2014-2020 preparations	Meeting
29/05	29/05	Riga	Latvia	IP Turku	EUSBSR	BDF Summit	Meeting
30/05	31/05	Budapest	Hungary	IPs, IS	Communication	INFORM meeting	Meeting
03/06	03/06	Brussels	Belgium	IP Vienna	EUSDR	Coordination with DG Regio	Meeting
04/06	04/06	Brussels	Belgium	IP Viborg	Programming 2014-2020	INTERREG IVC Programming Task Force meeting	Workshop
05/06	05/06	Paris	France	IP Valencia	Capitalisation	Europ'ACT seminar on capitalisation and the period 2014-2020	Seminar
12/06	13/06	Rome	Italy	IP Valencia, IP Turku	EUSAIR	EUSAIR in the programming process for 2014-2020: First joint meeting	Meeting
14/06	14/06	Stockholm	Sweden	IP Turku	EUSBSR	EUSBSR Annual forum preparatory meeting	Meeting
17/06	17/06	Brussels	Belgium	IP Turku	Macro-regional strategies	Taking macro-regional strategies seriously during the next programming period	Seminar
18/06	19/06	Ostroda	Poland	IP Turku	EUSBSR	2nd meeting of the EUSBSR Programming Task Force	Meeting
20/06	20/06	Bologna	Italy	IP Viborg	Evaluation	National event of Italian MED stakeholders	Meeting
20/06	21/06	Málaga	Spain	IP Valencia	Capitalisation	Urban Empathy public seminar "Capitalising for urban sustainability"	Seminar

From (dd/mm)	To (dd/mm)	Location	Country	Implementing / lead	Theme	Title of Activity	Type of Activity
21/06	21/06	Stuttgart	Germany	IP Vienna	EUSDR	EUSDR in the programming process for 2014-2020: second joint meeting 'Embedding the EU Strategy for the Danube Region (EUSDR) in European Structural and Investment Funds programmes', in co-operation with DG Regio and DE NCP	Conference
24/06	24/06	Utrecht	Netherlands	IP Viborg	Programming 2014-2020	HIT workshop during the Netherlands national event on INTERREG B and C strands	Workshop
26/06	27/06	Dublin	Ireland	IP Viborg	Programming 2014-2020	INTERREG IVC Programming Committee meeting	Meeting
28/06	28/06	Dublin	Ireland	IP Viborg	Programming 2014-2020	North West Europe Programme Preparation Group meeting	Workshop
03/07	05/07	Vienna	Austria	IP Viborg, IP Vienna	Programming 2014-2020	Central Europe Programming Committee meeting	Workshop
29/08	29/08	Vejle	Denmark	IP Viborg	Network	Network meeting of the Danish ETC programmes	Meeting
03/09	03/09	Vilnius	Lithuania	IP Turku	EUSBSR	Meeting of EUSBSR NCPs and the EC	Meeting
04/09	04/09	Vilnius	Lithuania	IP Turku	EUSBSR	Meeting of EUSBSR NCPs and communication experts on EUSBSR communications	Meeting
09/09	09/09	Brussels	Belgium	IP Viborg, all IPs	Programming 2014-2020	Internal EC meeting on intervention logic with the Evaluation Unit	Meeting
10/09	11/09	Brussels	Belgium	IP Viborg	Programming 2014-2020	North West Europe Programme Preparation Group meeting	Meeting
17/09	18/09	Levi	Finland	IP Viborg	Programming 2014-2020	Annual Conference of NORD programme	Conference
19/09	19/09	Skellefteå	Sweden	IP Viborg	Programming 2014-2020	Annual Conference of Northern Periphery Programme (consultation of next programme)	Conference
19/09	19/09	Paris	France	IP Valencia	Financial management	Europ'ACT National seminar on management and control	Seminar
19/09	20/09	Paris	France	IP Viborg	Programming 2014-2020	Channel Programme Preparation Group meeting	Meeting
19/09	20/09	Vienna	Austria	IP Viborg, IP Vienna	Programming 2014-2020	Central Europe Programming Committee meeting	Meeting
19/09	20/09	Sarajevo	BiH	IP Vienna	EUSDR	Workshop by Central European Initiative on macro-regions	Workshop
20/09	20/09	Vukovar	Croatia	IP Vienna	IPA CBC	Support to HU-HR IPA CBC Programme for EC Day conference	Conference
20/09	20/09	Berlin	Germany	MA, IPs	Programming 2014-2020	Presentation to the German ETC network of INTERACT support to programming	Workshop
24/09	24/09	Druskinkai	Lithuania	IP Viborg	Programming 2014-2020	INTERREG IVC Programming Committee meeting	Meeting
26/09	27/09	Brussels	Belgium	IP Viborg	Programming 2014-2020	Expert group meeting on Delegated Acts	Meeting
28/09	29/09	Chalkidiki	Greece	IP Viborg	Programming 2014-2020, HIT	Team building meeting for organisations involved in management of Greek ETC programmes	Meeting
09/10	09/10	Brussels	Belgium	IP Viborg	Capitalisation	OPEN Days: "Managing global talent retention - exploring solutions of social innovation through cross-border cooperation"	Workshop
11/10	11/10	Lille	France	IP Viborg	HIT	Simplified cost options: staff calculations	Meeting
16/10	16/10	Warsaw	Poland	IP Turku	Programming 2014-2020	Internal programming working meeting of the South Baltic Programme 2014-2020	Meeting
16/10	16/10	Warsaw	Poland	IP Turku	Programming 2014-2020	Internal programming working meeting of the South Baltic Programme 2014-2020	Advisory
16/10	17/10	Brussels	Belgium	IP Turku, IP Valencia	Communication	EuroPCom 2013 - EuroPublic Communication Conference	Conference
16/10	17/10	St. Malo	France	IP Viborg	Programming 2014-2020	North West Europe Programme Preparation Group meeting	Meeting
17/10	17/10	Corfu	Greece	IP Turku	EUSAIR	Support on macro-regions at 1st Task Force meeting of the Adriatic-Ionian programme	Meeting
17/10	17/10	Madrid	Spain	IP Valencia	Capitalisation	Contribution to the annual event of the SouthWest programme, specific input on capitalisation	Conference
18/10	18/10	Madrid	Spain	IP Valencia	Programming 2014-2020	Support to the programming task force of the SouthWest programme	Meeting
24/10	25/10	Brussels	Belgium	IP Viborg	HIT	Expert group meeting on Delegated Acts	Meeting

From (dd/mm)	To (dd/mm)	Location	Country	Implementing / lead	Theme	Title of Activity	Type of Activity
28/10	28/10	Córdoba	Spain	IP Valencia	Programming 2014-2020	OCTA European Conference of Cooperation and Neighbourhood. Input on the future period.	Conference
29/10	29/10	Brussels	Belgium	IP Vienna	Capitalisation	INTERREG IVC CCI capitalisation meeting	Network meeting
06/11	08/11	Berlin	Germany	IP Turku	Programming 2014-2020	Programming meetings of the Joint Programming Committee, Task Force 1 and 2 of the South Baltic 2014-2020 Programme	Meeting
11/11	11/11	Vienna	Austria	IP Vienna	EUSDR	Participation in PAC 10 of the EUSDR meeting	Network
11/11	12/11	Vilnius	Lithuania	IP Turku	EUSBSR	4th Annual Forum of the EUSBSR	Conference
14/11	14/11	Brussels	Belgium	IP Valencia	EUSAIR	Stakeholder Seminar on "Boosting blue growth in the Adriatic and Ionian Region: towards an Action Plan for the EUSAIR"	Conference
15/11	15/11	Brussels	Belgium	IP Valencia	EUSAIR	Meeting of the NCPs	Meeting
27/11	28/11	Riga	Latvia	IP Turku	EUSBSR	EcoMussels Finla Conference, connections to Co-operation and EUSBSR	Conference
28/11	28/11	Riga	Latvia	IP Turku	EUSBSR	Moderation on the VASAB/EUSBSR HAL 'Spatial planning' seminar "Cultivating new ideas for the territorial development of the Baltic Sea Region"	Seminar
29/11	29/11	Ljubljana	Slovenia	IP Vienna	Programming 2014-2020	Central Europe Steering Group meeting	Meeting
02/12	02/12	Cardiff	UK	IP Viborg	Programming 2014-2020	North West Europe Programme Preparation Group meeting	Meeting
02/12	04/12	Zagreb	Croatia	IP Turku	Macro-regional strategies, EUSBSR	Advisory on embedding of macro-regional strategies in European Funds for Growth and Investment and ETC within the EU Twinning project 'Assistance with the management of Objective 3 under the Cohesion Policy'	Advisory
03/12	03/12	Brussels	Belgium	IP Valencia	Audit and control	Conference on anti-fraud and anti-corruption measures in relation to the use of European Structural and Investment Funds	Conference
04/12	05/12	Berlin	Germany	IP Turku	E-learning	Online Educa conference in Berlin	Conference
06/12	06/12	Vienna	Austria	IP Vienna	EUSDR	Moderation of finance workshop at PAC 9 stakeholder conference	Meeting
09/12	10/12	Brussels	Belgium	IPs	Communication	Workshop on ETC results with a special focus on capitalisation in the framework of the "Telling the Story - Communicating European Structural and Investment Funds 2014-2020" conference	Conference
09/12	10/12	Vilnius	Lithuania	IP Viborg	Programming 2014-2020	INTERREG IVC Programming Committee meeting	Meeting
19/12	19/12	Brussels	Belgium	IP Turku	EUSBSR	Stock-taking meeting with EUSBSR PA Safe and the Commission	Meeting

Annex 3 Table No 3: INTERACT Coordination activities

From (dd/mm)	To (dd/mm)	Location	Country	Implementing / lead	Theme	Title of Activity	Type of Activity
15/01	15/01	Brussels	Belgium	IP Vienna	EUSDR	Meeting with DG Regio on EUSDR support	Meeting
15/01	15/01	Brussels	Belgium	IS	Coordination	INTERACT Communication Group meeting	Meeting
17/01	17/01	Brussels	Belgium	IPs	Coordination	Meeting with DG Regio on the HIT package	Meeting
18/01	18/01	Brussels	Belgium	IS	Coordination	INTERACT Coordinators Group meeting	Meeting
30/01	31/01	Luxembourg	Luxembourg	IS	Coordination	Regular coordination meeting with the networking programmes	Meeting
Jan.	Jan.	N/a	N/a	IS, MA	Coordination	INTERACT six-month report for the Slovak government	Reporting
07/02	08/02	Barcelona	Spain	IS	Coordination	INTERACT Communication Group meeting	Meeting
18/02	19/02	Vienna	Austria	IS, IPs	Coordination	INTERACT website restructuring kick-off meeting	Meeting
20/02	20/02	Brussels	Belgium	IP Viborg	Coordination	Meeting with DG Regio Unit for Operational Efficiency on simplified cost options	Meeting
27/02	28/02	Berlin	Germany	IP Turku	Training, coordination	Meeting and training with BSR programme on Web in the future activities	Meeting / training
13/03	13/03	Vienna	Austria	IP Vienna	EUSDR	Meeting with DG Regio on EUSDR support	Meeting
March	June	N/a	N/a	MA	Coordination	INTERACT 2012 annual implementation report	Reporting

From (dd/mm)	To (dd/mm)	Location	Country	Implementing / lead	Theme	Title of Activity	Type of Activity
15/04	15/04	Brussels	Belgium	IP Viborg	Coordination	Meeting with DG Regio Unit for Administrative Capacity Building on simplification (HIT)	Meeting
24/04	24/04	Lille	France	MA	Coordination	4th INTERACT III Programming Task Force meeting	Meeting
25/04	25/04	Lille	France	IS	Coordination	INTERACT Coordinators Group meeting	Meeting
14/05	15/05	Riga	Latvia	IS	Coordination	INTERACT Communication Group meeting	Meeting
28/05	28/05	Limassol	Cyprus	IS	Coordination	INTERACT Coordinators Group meeting	Meeting
28/05	28/05	Limassol	Cyprus	IS	Coordination	5th KEEP ATF meeting	Meeting
29/05	29/05	Limassol	Cyprus	MA	Coordination	10th INTERACT National Contact Points meeting	Meeting
29/05	29/05	Limassol	Cyprus	MA	Coordination	11th INTERACT Monitoring Committee meeting	Meeting
30/05	30/05	Limassol	Cyprus	MA	Coordination	1st INTERACT III Programming Committee meeting	Meeting
03/06	03/06	Brussels	Belgium	IP Vienna	Coordination	Coordination meeting with DG Regio Danube team on EUSDR support	Meeting
13/06	13/06	Vienna	Austria	IS	Coordination	INTERACT KEEP and Capitalisation Group meeting	Meeting
19/06	20/06	Lille	France	IS	Coordination	Regular coordination meeting with the networking programmes	Meeting
24/06	25/06	Vienna	Austria	IS	Coordination	INTERACT website training	Training
July	July	n/a	n/a	IS, MA	Coordination	INTERACT six-month report for the Slovak government	Reporting
09/09	09/09	Brussels	Belgium	IP Viborg, all IPs	Coordination	EC CBC and TN units contribution to the JAWP 2014	Meeting
11/09	12/09	Paris	France	IS	Coordination	INTERACT annual work planning team meeting	Team meeting
25/09	25/09	Brussels	Belgium	IS	Coordination	INTERACT Coordinators Group meeting	Meeting
07/10	07/10	Brussels	Belgium	MA	Coordination	5th INTERACT III Programming Task Force meeting	Meeting
10/10	11/10	Brussels	Belgium	IS	Coordination	INTERACT Communication Group meeting	Meeting
11/10	11/10	Brussels	Belgium	IP Viborg	Programming	Meeting with EC on preparation of the workshop on intervention logic for CBC programmes	Meeting
11/10	11/10	Brussels	Belgium	IP Viborg	Communication	Meeting with EC and TN programmes on joint branding	Meeting
21/10	21/10	Viborg	Denmark	IP Viborg, MA	Coordination	MA visit to the IP	Meeting
05/11	05/11	Dublin	Ireland	IS	Coordination	INTERACT Coordinators Group meeting	Meeting
05/11	05/11	Dublin	Ireland	IS	Coordination	6th KEEP ATF meeting	Meeting
06/11	06/11	Dublin	Ireland	MA	Coordination	11th INTERACT National Contact Points meeting	Meeting
06/11	06/11	Dublin	Ireland	MA	Coordination	12th INTERACT Monitoring Committee meeting	Meeting
07/11	07/11	Dublin	Ireland	MA	Coordination	2nd INTERACT III Programming Committee meeting	Meeting
14/11	14/11	Vienna	Austria	IP Viborg, IP Vienna	HIT	Coordination meeting on HIT and e-MS	Meeting
19/11	19/11	Amsterdam	Netherlands	IS	Coordination	INTERACT Communication Group meeting	Meeting
17/12	18/12	Helsinki	Finland	IP Turku	Training	E-tool training for INTERACT staff	Training
18/12	19/12	Bratislava	Slovakia	IS	Coordination	Regular coordination meeting with the networking programmes	Meeting

Annex 3 Table No 4: INTERACT written and audio-visual publications

Month	Implementing / lead	Theme	Title	Type of publication
January	IPs, IS	Communication	INTERACT newsflash January 2013	Newsflash
January	IPs, IS	Communication	INTERACT Newsletter Winter 2013: Territorial Cooperation 2014+ Part 2: Tools for Improved Cooperation	Newsletter
January	IP Viborg	Programme management	Report on the Capture exercise	Report
January	IP Turku	EUSBSR	Roles and responsibilities of the implementing stakeholders of the EUSBSR and a flagship project concept	Working document
March	IPs, IS	Communication	INTERACT newsflash March 2013	Newsflash
March	IP Turku	EUSBSR	EUSBSR newsletter March 2013	Newsletter
March	IS, all IPs	Communication	INTERACT MC update March 2013	Newsflash
April	IP Turku	EUSBSR	Fact sheet on Seed money within EUSBSR	Fact sheet
April	IP Turku	Programme management	Q&A document on ETC-specific issues regarding programme closure 2007-2013	Paper

Month	Implementing / lead	Theme	Title	Type of publication
May	IP Viborg	Programming 2014-2020	Concept paper on indicators	Paper
May	IS	Communication	Video on EC Day 2012 results	Video
May	IPs, IS	Communication	INTERACT newsflash May 2013	Newsflash
May	IP Vienna	State Aid	State Aid reform taking ETC specificities into account	Fact sheet
May	IP Viborg	Communication	INTERREGTweets - twitter account consolidating all ETC programme and project tweets	Web-based
June	IP Turku, IP Valencia	Communication	EC Day 2013 video trailer	Video
June	IS, all IPs	Communication	INTERACT newsflash June 2013	Newsflash
June	IP Turku	EUSBSR	EUSBSR promotional tool kit (set of 6 presentations)	Presentation
June	IP Viborg	Communication	EC Day 2013 website	Website
June	IP Viborg	Programme management	Webpage for publishing the results of evaluation of typology reports	Webpage
June	IP Viborg	Programming 2014-2020	Practical paper on strategic programming 2014-2020	Paper
June	IP Vienna	EUSDR	Fact sheet of Danube countries position papers in relation to CSF and EUSDR priorities	Fact sheet
June	IP Vienna	Monitoring Systems	Study to assess the feasibility and economic viability of developing an electronic data exchange for ETC programmes to meet the E-cohesion requirements	Study
June	IP Viborg, IPs	Private sector involvement	Study 'Financial Instruments in 2014-2020 ETC programmes'	Study
June	IP Vienna	Communication	EC Day 2013 visual identity and flyer	Flyer
June	IP Turku	Programme management	Description on the process for appeal procedure; to be further developed in consultation with programmes (draft)	Process template
July	IP Viborg, IPs	Capitalisation, maritime issues	Background paper on the interpretation of the maritime dimension in CBC programmes	Study
August	IP Turku	EUSBSR	EUSBSR newsletter 2013 August	Newsletter
August	IP Viborg	Communication	EC Day mobile application	eTool
September	IP Turku	Communication	Complete series of EC Day Videos ready and uploaded for use	Videos
September	IS, all IPs	Communication	INTERACT newsflash September 2013	Newsflash
September	IP Viborg, IPs	Private sector involvement	Study 'Involvement of SMEs in ETC programmes: Achievements & Future Perspectives'	Study
September	IP Viborg	Private sector involvement	Web page	Web site
September	IP Vienna	FLC	Study on FLC systems	Study
September	IP Viborg, IPs	Financial management	Position paper on the delegated act on eligibility of expenditure (for DG Regio)	Input paper
September	IP Vienna	Communication	Posters competition for school pupils, publicised on Facebook and online (EC Day local activity)	Website
September	IP Turku	Communication	Twitter Chat with Commissioner Hahn	Web-based
October	IP Turku	Financial management	INTERACT newsletter Autumn 2013: Closure of the programming period 2007-2013	Newsletter
October	IP Viborg	Capitalisation, energy issues	Accelerating Change - Delivering Sustainable Energy Solutions (Proceedings of the joint IEE&INTERACT seminar)	Publication
October	IP Viborg	Programming 2014-2020	Maritime Cross-Border Programmes: The Maritime Dimension	Study
October	IP Turku	EUSBSR	Set of two EUSBSR video clips	Video
November	IS, all IPs	Communication	INTERACT newsflash November 2013	Newsflash
November	IS, all IPs	Communication	INTERACT MC update November 2013	Newsflash
November	IP Turku	EUSBSR	EUSBSR specific logos for Priority Areas and Horizontal Actions	Visual identity
November	IP Vienna	Capitalisation, creative industries	Publication 'Inspiring Creativity - Promoting Culture and Creative Industries across Europe'	Study
November	IP Turku	EUSBSR	EUSBSR newsletter November 2013	Newsletter
November	IP Viborg	Programming 2014-2020	National Contact Point overview of tasks and responsibilities	Paper
November	IP Viborg	Eligibility	Comments to Version 3-6 of the draft Delegated Act on Eligibility of Expenditure	Input
November	IP Viborg	Eligibility	Draft Question and Answers on staff costs (based on Version 4 of the Delegated Act)	Paper
November	IP Viborg	Eligibility	Draft methodology (including Question and Answers) on Standard Scale of Unit Costs for staff costs - based on the North West Europe proposal	Paper

Month	Implementing / lead	Theme	Title	Type of publication
November	IP Viborg	Eligibility	Hand-out on Activities and ERDF spending outside the Union part of the programme area	Hand out
December	IP Valencia	Communication	European cooperation in action	Booklet
December	IP Vienna	EUSDR	EUSDR newsletter Winter 2013-2014	Newsletter
December	IP Viborg	Communication	INTERACT Activities 2014	Web-based
December	IP Viborg	Eligibility	Comments to Version 4 of the draft Delegated Act on Eligibility of Expenditure	Input