



FactSheet

No. 1.1

Project generation

As stated in section 5.3 of the cooperation programme (CP), the Alpine Space programme supports project applicants in the project generation process. The aim of this support is to ensure the development of efficient and high quality projects.

The support is provided through the network of Alpine Space contact points (ACPs) and the joint secretariat (JS), by the means of the following services and tools:

- Thematic workshops at transnational level;
- Info days at national level;
- Project generation service.

The JS has a coordinating function and provides mainly technical information. The ACPs are the main contact at this stage. They provide information on content and consistency of the proposal and its overall coherence to the cooperation programme. It includes information on the suitability of the selected thematic objective, the transnational relevance, the clarity of the intervention logic, the selection of target groups and the suitability of the partnership as well as general advice on the preparation of project proposals.

Thematic workshops

The JS organises transnational thematic workshops focusing on the priorities and informing about the opportunities offered by the programme. The events bring stakeholders, project applicants and project



participants together and offer the occasion to network and exchange on project ideas. Matchmaking and project development sessions may be organised when suitable.

Information on planned thematic events can be found on the programme website and national sub-websites, in the newsletter and social media.

Info days

At national level, when appropriate, the ACPs carry out information days before each regular call for proposals. These combine three different strands: information on application procedures and (national) requirements for the upcoming calls; information on project generation, such as the programme intervention logic, durability and transferability of results; information on project implementation, such as reporting procedures and forms, eligibility rules, first level control requirements etc.

Meetings with ACP/JS staff and project developers can also be organised in the frame of the national info days, provided that project ideas are submitted in advance.

Information on national info days can be found on the programme and national sub-websites, the national and transnational newsletters and social media.

Project generation service

Aiming to steer the project generation process and improve the relevance, focus and quality of the submitted project proposals, the JS and ACPs offer a project generation service to project developers.

1) Online submission of project ideas via the project idea community

Project applicants are encouraged to submit their project idea to the programme via the project idea section on the programme website. This section is open to anyone, offering the possibility to request a non-binding feedback from an ACP (or JS for general information). A project idea developer can decide if they want to publish their project idea in the project idea database where it is visible for anybody entering the database. A person who subscribes to the project idea community, can additionally make use of the partner search tool, allowing them to look for potential partners by country, type of institution, priority and keywords.



The subscription to the project idea community can be made in the section “Join the community”. The user can create their own user name and password allowing them to enter the tool at any time to edit their project idea. By creating an account, the user will **automatically appear in the partner search database** and their contact details will be **visible for other persons who also subscribed to the community**.

With the submission of a project idea, feedback can be requested from an ACP (or JS for general information). This is the preferable way to request feedback on a project idea and not via e-mail. The user has the possibility not to publish the idea (yet) and still request a feedback. In this case, the project idea will be treated as confidential among the programme bodies and is circulated within the ACP/JS network confidentially, assisting the project idea developer in partner search or providing feedback service. Any project idea can be edited or published at a later stage and also feedback can be requested later, using the edit function. The editing of a project idea should always be finalised using the button “submit” as this guarantees that all the information is saved. As long as no feedback is requested, the form won’t be sent to the ACPs and/or the JS.

Once a new call for proposal opens, all ideas that have been submitted prior to that call will not appear in the database anymore. However, the person who submitted the project idea can still see it when they log into their account.

To report a problem or delete an account, please contact js@alpine-space.eu.

2) Feedback by ACPs and JS

Upon request, the ACPs provide feedback on submitted ideas and offer support in terms of partner search. The JS provides mainly technical and general information. Feedback by JS and/or ACP can only be given on a project idea. As both programme bodies are involved in the assessment no feedback will be provided on prefilled application documents neither of step 1 nor of step 2 (Eol and AF).

The feedback of an ACP and/or the JS is non-binding and should be considered only as guidance for the improvement of the project idea. It includes information on the suitability of the selected programme, on transnational relevance, fitting to the selected objective, clarity of the intervention logic, selection of target groups and suitability of the partnership.

Feedback by the JS is provided only once – either at face-to-face meetings arranged alongside national info days or via telephone conference. The ACP network can be contacted anytime (see below).



3) Bilateral support by ACPs

At any stage of the project development process, project applicants are welcome to get in contact with their respective ACP for information and specific support. Information in national language will be provided and appointments for bilateral exchange can be arranged.

Above mentioned support services and tools are optional and not linked to the timing of the calls for project proposals. They can be called upon at any time.

Contacts

Contact details for all national ACPs and the JS can be found on alpine space website.

ACP CONTACTS:

http://www.alpine-space.eu/contacts_landing_page/acp

JOINT SECRETARIAT CONTACT:

http://www.alpine-space.eu/contacts_landing_page/js

Reference Documents

- Cooperation Programme “Alpine Space programme 2014-2020”, section 5.3.