



# **2016 CEF Transport Call**

## **Practical Information for Applying**

**Helsinki - 22 November 2016**

**Antonios Tsamoulis - Innovation and Networks Executive Agency (INEA)**

# Summary

*The application forms*

*The evaluation process- selection and award criteria*

*The CBA*

## Get to know the call documents

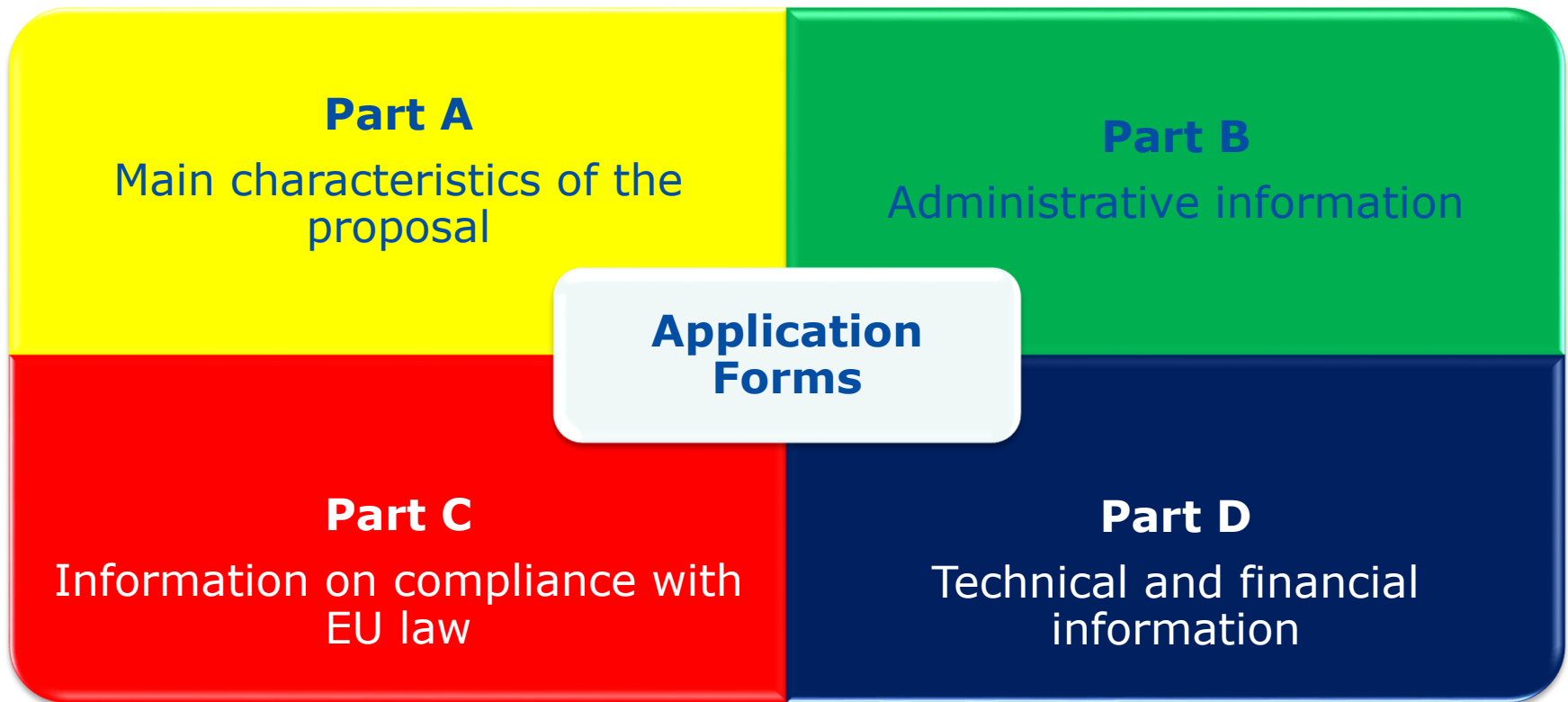
Read through ALL the documents the calls webpage:  
<https://ec.europa.eu/inea/en/connecting-europe-facility/cef-transport/apply-funding/2016-cef-transport-calls-proposals>

- **Work Programme (Annexes)**
- **Call texts** - Identify the call to which your proposal is most relevant:
  - Priorities and Results
  - Eligibility Criteria
  - Award Criteria
- **Guide for Applicants**
- **Application forms**
- **FAQs**
- **Proposal checklist**

# How to use TENCtec electronic proposal submission tool

- **TENCtec** is the system used to manage CEF projects during their entire lifecycle
- Fully electronic proposal submission using **TENCtec eSubmission** tool: all application forms and access to TENCtec eSubmission module available via call page on INEA website
- Need **EU login/ECAS password** for access
- Step-by-step instructions available in the Guide for Applicants

# Application forms



# Application form part A

## Essential information on the applicants and on the proposal:

General information on the proposal	<ul style="list-style-type: none"><li>• Title, call, priority, short description</li><li>• Core/Comprehensive Network, Corridor, section</li><li>• Transport mode/Traffic management system</li></ul>
Applicants	<ul style="list-style-type: none"><li>• Legal entity, contact, and <b>authorised representative (A2.2)</b></li><li>• <b>EU Member State approval (A2.3)</b></li><li>• Implementing bodies/Affiliated entities (if applicable)</li></ul>
Location of the Action	<ul style="list-style-type: none"><li>• Member State(s), region(s), third country(ies)</li><li>• Interactive map editor</li></ul>

# Application form part A

## Essential information on the applicants and on the proposal:

### Activities and milestones

- List of activities (name, implementing applicant(s), description, start/end dates)
- List of milestones (description, summary, completion date, verification means)
- EU financial instruments

### Costs

- Sources of financing
- Breakdown of eligible costs per activity per applicant
- Related actions

### Contribution to CEF objectives

- Questions depending on the Funding Objective
- All questions must be answered (N/A possible)

# Application form part A

- Must be completed in the TENtec eSubmission module – PDF automatically generated; Word version provided for reference on call webpage
- To be uploaded separately:
  - Forms that require signature of applicants (A2.2) and concerned Member State(s)
  - Cost-benefit/Cost-effectiveness analysis (works and mixed proposals)
- The descriptions of the proposed Action and activities will also be used for the grant agreement: be complete, informative and precise!



# Application form part B

## Further administrative information on the applicants

Legal entity form	Check requirements and supporting documents depending on type of applicants (Guide for Applicants)
Financial identification form	
Declaration forms (not in exclusion situation) (Annex B-I and B-II)	
Support of the neighbouring / third country concerned (Annex B-III) Declaration on why participation of the applicant is necessary and/or indispensable (Annex B-IV)	Neighbouring/third countries or entities established in neighbouring/third countries

# Application form part B

## Further administrative information on the applicants

Financial capacity check	Financial analysis based on a set of ratios, carried out at same time as evaluation – applicants to supply information based on amount of grant requested
Operational capacity check	Proof of technical and operational capacity of applicant to complete the proposed Action

Check requirements and supporting documents depending on type of applicants (Guide for Applicants)

# Application form part C

## Information on compliance with EU law:

All proposals	<ul style="list-style-type: none"><li>• Section V Compatibility with EU law on state aids</li><li>• Section VI Compatibility with EU law on public procurement</li><li>• Section VII Other sources of EU financing</li></ul>
Works and studies with physical interventions	<ul style="list-style-type: none"><li>• Section I Compliance with EU environmental policy</li></ul>
Depending on the content of the proposal	<ul style="list-style-type: none"><li>• Section II Compliance with EU policy on interoperability</li><li>• Section III Compliance with EU law on road charging</li><li>• Section IV Compliance with road safety and tunnel safety Directives</li></ul>

# Application form part D

## Core part for the evaluation of your proposal (40 pages maximum)

- Information about the global project
- Detailed, technical information about the proposed Action and its activities
- You demonstrate how your proposal addresses the four blocks of award criteria
- ANNEXES: may be provided as additional evidence or illustration of statements included in the application but they are not part of the application

## Think about the evaluators...

- Provide **only relevant information** using **only the application forms**
- **Use simple, clear language:** responses need to be clear, well-structured, substantiated and concise
- **Be coherent** in describing the objective, activities, duration and budget
- **Be consistent** through your statements in different parts of the application

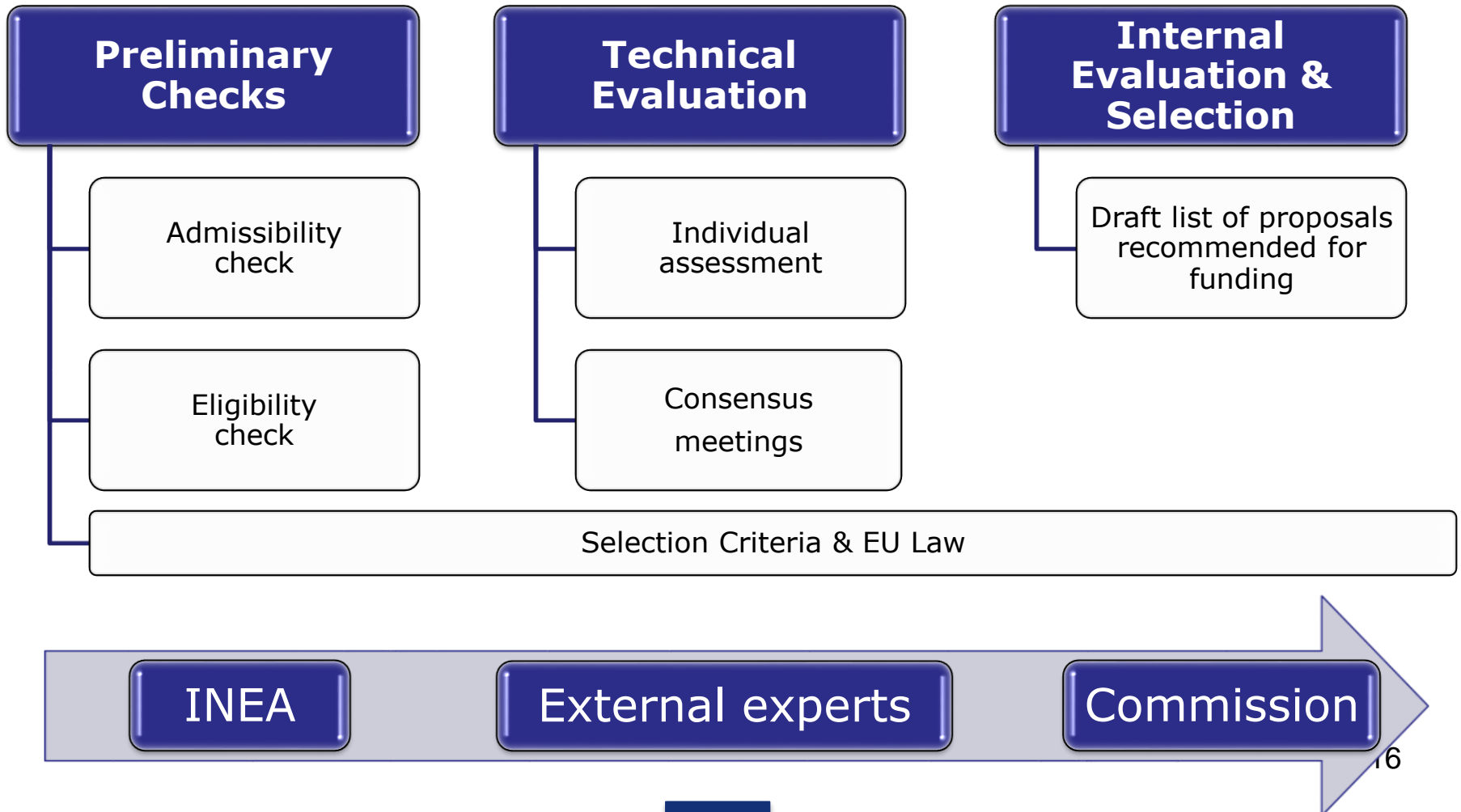
**The proposals will be evaluated on its own merits and based only on the information provided by the applicant**

# ***The Evaluation process***

## Indicative timeline of the selection process

Selection process step	Indicative date
Call publication	13 October 2016
Deadline for the submission of proposals	<b>07 February 2017 (17:00 Brussels local time)</b>
Evaluation of proposals	February-May 2017
Consultation of CEF Coordination Committee Information of European Parliament	June 2017
Adoption of Selection Decision	July 2017
Launch of Grant Preparation	As of July 2017
Time To Grant	November 2017

## Evaluation steps





# Eligibility criteria check

## Eligibility of applicants

Member State(s)

Other applicant(s) with the agreement of concerned MS

## Eligibility of actions

Projects of Common Interest  
(Article 7 TEN-T Guidelines)

Call-specific criteria

Priority-specific criteria

# Selection criteria check & Compliance with EU law

Financial  
and  
operational  
capacity

Financial and technical capacity of applicants to carry out the action

Compliance  
with EU Law

Compliance with EU legislation:

- environment
- interoperability
- road charging
- road safety and tunnel safety
- state aids
- public procurement

## Award criteria

Relevance

Maturity

Impact\*

Quality



European  
Commission

***CBA***

# How is it used?

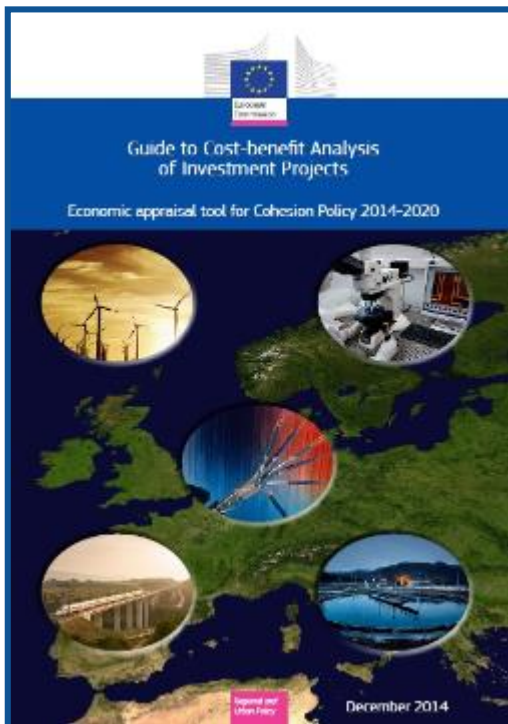


- Additional evidence of socio-economic performance (impact criterion) – [Economic analysis](#)



- To identify cases of potential overfunding – [Financial analysis](#)

# Which methodology?



- The European Commission methodology developed for the Cohesion Policy (DG REGIO)

- Applicable to both Cohesion and General calls

**RECOMMENDED**

# What does it mean in practice?



- A CBA is required for works and mixed proposals (with sectorial exceptions for compliance driven projects – e.g. ERTMS, SESAR, Rail freight noise)



- Specific CBA assessment has been embedded since the evaluation of CEF 2015 call projects proposals



- Dedicated experts are involved during the assessment of applications to review the CBAs.

# Recommendations

## General

- CBA should be part of the project **preparation process** to improve projects (not treated only as an obligation).
- CBA shall include both **economic and financial analysis**. The REGIO methodology includes also technical feasibility, environmental sustainability and a risk assessment.
- **Single unit of assessment**. In some cases the CBA should target the global project not only the action (e.g. unconnected – isolated action is meaningless).



# Recommendations

## Financial and Economic Analysis

- Follow the Guide for Applicant for the calculation of **the funding gap** and includes all cash revenues directly borne by users of the infrastructure in relation to the single unit of assessment.
- Unless transferred to users by a reduction of fares or compensated by an equal reduction in the operating subsidy, **cost savings are considered as revenues** and therefore impact the funding gap.
- Provide additional **qualitative information on revenues** (number of sources, formalisation/contractualisation of the revenue streams).
- Make sure **traffic volume forecasts** are in line with national and EU planning (when relevant), otherwise explain the variance. Optimistic demand could overestimate socio-economic benefits.

## **REMEMBER: help is available**

- **Helpdesk: [INEA-CEF-transport-calls@ec.europa.eu](mailto:INEA-CEF-transport-calls@ec.europa.eu)**
- FAQs (general and priority-specific) can be asked until 24 January 2017
- FAQs publication on calls website (last update 31 January 2017)
- Technical questions related to TENtec eSubmission module will be replied individually until the call deadline



**INEA-CEF-Transport-calls@ec.europa.eu**



**<http://ec.europa.eu/inea>**



**@inea\_eu**



**Look for INEA!**

***Thank you!***