



# STRUCTURE AND REQUIREMENTS OF THE APPLICATION

CEF Transport 2018 Call National Info Day, Finland

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## 4 application forms

### Part A

- Main characteristics of the proposal
- *To be signed and approved by the Member State*

### Part B

- Administrative information

### Part C

- Information on compliance with the EU law
- *To be signed on relevant topics by the national environmental authority (in Finland, Ministry of the Environment)*

### Part D

- Technical and financial information

# Part A

## Essential information on the applicants and on the proposal

Identifies the main characteristics of the proposal (e.g. the global project it relates to, applicants, proposal type, amount of CEF Transport funding requested, description of the proposed Action).

General information on the proposal	<ul style="list-style-type: none"><li>• Title, 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 authorised representative (A2.2)</li><li>• EU Member State approval (A2.3)</li><li>• Implementing bodies/Affiliated entities (A2.4 if applicable)</li></ul>
Location of the Action	<ul style="list-style-type: none"><li>• Member State(s), region(s), neighbouring/third country(ies)</li><li>• Interactive map editor</li></ul>

- 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 **signatures** of applicants (A2.2) and concerned Member State(s) (A2.3)
  - **Cost-benefit / Cost-effectiveness analysis** (works and mixed proposals)

# Part B

## Further administrative information depending on the nature of the applicants

Requests additional administrative information about the applicants and their designated affiliated entities.

- Legal entity form ([LEF](#))
- Grounds for exclusion (part B1 and B2)
- [Financial identification form](#)
- Requirements on the financial and operational capacity of the applicants
- Requirements for neighbouring/third countries (B3)
- Requirements for entities established in neighbouring/third countries (B4)

Consult the [Guide for Applicants](#) for more information on requirements and supporting documents depending on type of applicants

# Part C

## Information on compliance with EU law

The purpose of Part C is to present information regarding the compliance of the proposal with EU policies and law, in particular on environmental protection, interoperability, road charging, road and tunnel safety, competition (state aid), public procurement, and accumulation of EU funding sources

All proposals for works	<ul style="list-style-type: none"><li>• Section I. Compliance with EU environmental policy</li><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>
Depending on the content of the proposal	<ul style="list-style-type: none"><li>• Section II. Compliance with EU policy on interoperability (<i>railway actions only</i>)</li><li>• Section III. Compliance with EU law on road charging (<i>road actions only</i>)</li><li>• Section IV. Compliance with road safety and tunnel safety Directives (<i>road actions only</i>)</li></ul>

Section I. requires approval from the environmental authorities (only for actions with physical interventions)

1. Consistency of the project with environmental policy
2. Development consent
3. EIA Directive (*might require approval → depending on under which annex of the EIA directive the Action falls*)
4. SEA Directive
5. Natura 2000 (*might require approval – Annex C-I declaration → depending on if the Actions has significant effects on the Natura 2000 network*)
6. Water Framework Directive (*requires approval*)

# Part D

## Core part for the technical evaluation of the proposal

- Information about the Action
- 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

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- Applicants are strongly encouraged to be concise and to keep Application Form Part D within the **limit of 40 pages**
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## Award criteria

### Relevance

Motivate your replies and, where possible, support your statements with qualitative/quantitative data

### Maturity

Consider applying in future calls if your proposal is not mature enough

### Impact

Prove that CEF Transport funding will make a difference

Additional input from CBA assessment

### Quality

Demonstrate that the proposed Action is sound and the check that the proposal is complete, clear and easy to follow

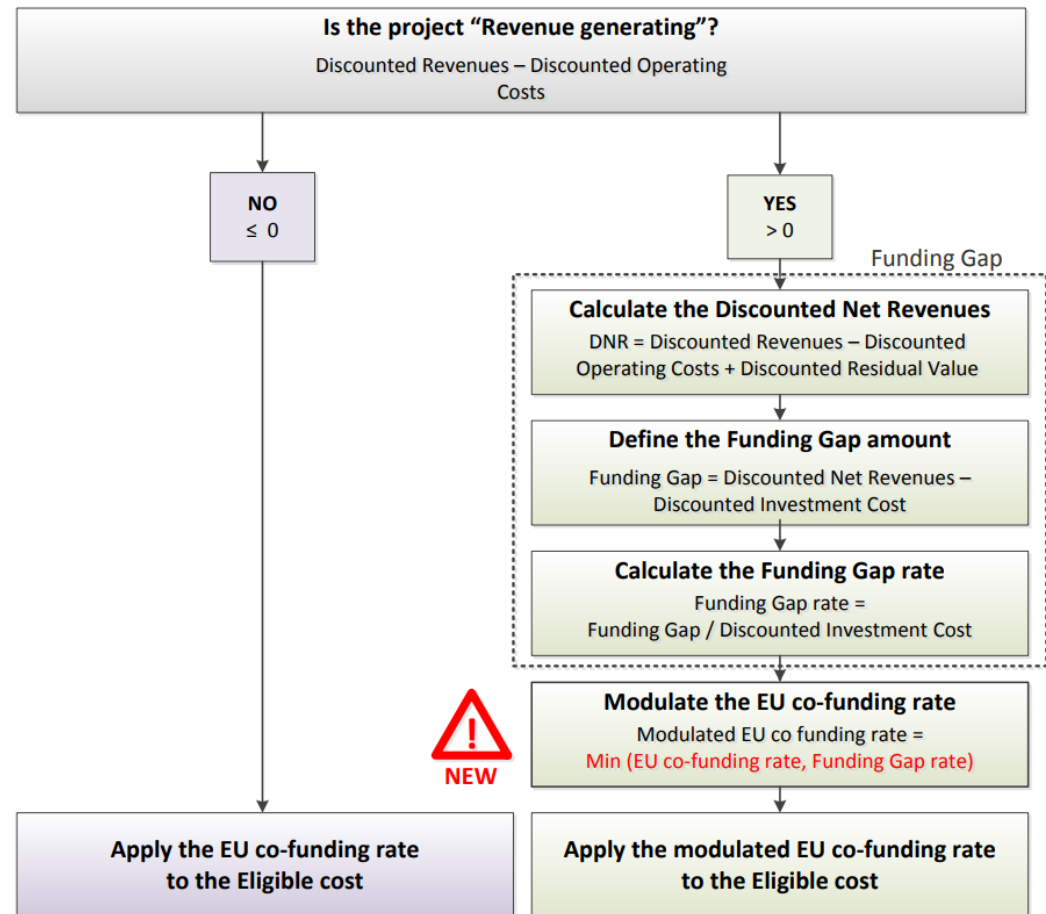
## Cost-benefit analysis

- The CBA needs to comply with a methodology recognised by the concerned Member State(s). By signing Application Form Part A2.3, Member States confirm that a methodology recognised in the respective national context has been used.
- It is strongly recommended to follow the [Cohesion Policy CBA](#) methodology for Major Projects
- The CBA should contain both a **financial analysis** and an **economic analysis** of the project
  - Supported by results of feasibility studies with demand and option analyses, sensitivity analysis and risk assessment → the CBA should be at least 20 pages long
- The scope of the CBA should cover the proposed Action and should be a self-sufficient unit of analysis
- Use the [CBA cash flow template](#) provided on the call page
- Study and pilot projects (that do not contain any works) do not require a CBA



## CBA – funding gap

- Applicants are required to calculate the funding gap for all net revenue-generating Projects
  - except for Projects that are required to provide only a cost-effectiveness analysis
- The co-funding rate applied to the grant shall be the lower of the following:
  - Funding gap rate
  - The co-funding rate



## Cost-effectiveness analysis (CEA)

- The Cost-Effectiveness analysis should verify whether the unit cost of the Action is appropriate to achieve the proposed result
- The CEA is carried out by calculating the cost per unit of 'non-monetised' benefits and is required to quantify benefits but not to attach a monetary value to them. Such benefits should be described in qualitative terms.
- Annex IX of the Cohesion Policy CBA methodology mentioned above contains additional information on cost effectiveness analysis

## CBA or CEA?

A CBA is required for the following specific objectives:

- Safe and secure infrastructure
  - SO 4
  - SO 5
- Innovation and new technologies
  - SO 6
  - SO 7
  - SO 8
  - SO 9
- Multimodal logistics platforms
  - SO 14
  - SO 15

The CBA can be replaced by a CEA for the following specific objectives:

- Rail interoperability
  - SO 1
  - SO 2
- ERTMS
  - SO 3
- **Safe and secure infrastructure**
  - **SO 4**
  - **SO 5**
- **Innovation and new technologies**
  - **SO 6**
  - **SO 7**
  - **SO 8**
  - **SO 9**
- ITS for road
  - SO 10
  - SO 11
  - SO 12
- RIS
  - SO 13

If the proposals are addressing the implementation of standards laid down in the existing EU legislation and/or that only address digital solutions

## Tips for the applicant

- Start the preparation of the application in time, don't forget the deadline
- If you have a multi-national project, remember to take into consideration the other Member States' application schedule as well
- Get to know the TENtec system, through which the application will be submitted electronically
- Read through **all** the documents of the call
  - Work programme (**Annexes**)
  - Call text → identify **the priority** to which your proposal is most relevant
  - Guide for applicants
  - Application forms
  - FAQs
  - Proposal checklist
  - CBA checklist

## Tips for the applicant

- Good and "easy" language – write as for someone who is not familiar with the topic/technology
- Pictures and figures, maps and tables to support the text
- Reply to all questions in the application forms, even if there would be a lot of repeating or the answer is "not applicable"
- Remember to upload the application to the TENtec in an early stage, and to submit it before "last minute" in case of any technical issues with the system
- For any parts of the application requiring signatures (i.e. forms A2.2, A2.3, part B1, B2 and B3), the signed and dated originals must be scanned and uploaded in the TENtec eSubmission module "Supporting Documents" section, as "Additional documents for the application"
- Proposals or parts of proposals sent to INEA by e-mail or as paper copies **will not be accepted**



## More information on the CEF Transport 2018 call

- <https://ec.europa.eu/inea/en/connecting-europe-facility/cef-transport/apply-funding/2018-cef-transport-call-proposals>
- <https://www.liikennevirasto.fi/liikennejarjestelma/ten-t>



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