

**Interreg**



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**Italy – Croatia**

# INTERREG ITALY-CROATIA PROGRAMME 2021 – 2027

## *Glossary*

### 4<sup>th</sup> Call for Proposals

Version 1.0 – June 2026)

TERM	PRACTICAL EXPLANATION FOR APPLICANTS
<b>Application package</b>	Set of documents applicants must use for project preparation, including the Call announcement, Terms of Reference, Annexes, Project selection procedure, Assessment criteria, Guidelines for Applicants, and declaration(s) templates.
<b>Associated organisation</b>	Entity participating <b>without its own project budget</b> . It may be based inside or outside the Programme area, including third countries, and should bring clear benefit to the project.
<b>Assessment procedure</b>	Process through which proposals are assessed by the Joint Secretariat/ experts and then submitted to the Monitoring Committee for selection decision.
<b>Assimilated partner</b>	Italian or Croatian <b>public entity located outside the Programme area</b> that may participate if it is competent for specific proposal and its activities benefit the Programme area.
<b>Call announcement</b>	Official Call document that sets out the main rules, objectives, eligibility conditions, budget framework, submission procedure, and timeline.
<b>Capitalisation project</b>	Type of project funded under this Call. It must build on at least one output already developed under another MMM Programme and focus on its transfer, adaptation, reuse or scaling-up rather than creating a completely new solution.
<b>Capitalisation</b>	The process of transferring, adapting, re-using or scaling-up existing knowledge, outputs and results in order to generate additional value, achieve wider impact and support their uptake in new territorial, institutional or policy contexts.
<b>Closure costs</b>	Fixed lump-sum costs reimbursed at project closure. Under this Call, the fixed amount is <b>EUR 3,000 ERDF + co-financing per partner</b> .
<b>Co-financing</b>	Share of project costs not covered by ERDF. The ERDF contribution is <b>80%</b> , so the remaining share must be covered by eligible national or own co-financing sources.
<b>Condition clearing</b>	Post-assessment phase in which certain conditions must be fulfilled before contracting, for example replacement of an ineligible project partner.
<b>Contracting procedure</b>	Phase after project approval in which the approved proposal is prepared for signature of the Subsidy Contract.
<b>Cross-border cooperation</b>	Basic Interreg principle requiring partners from both countries to work jointly on common challenges and generate benefits for the Programme area.
<b>Department (counted per department)</b>	For Ministries, Regions/Counties and Universities/Research institutions, one department may be treated as a separate applicant/partner if it has financial and administrative autonomy and sufficient staff.



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<b>eIDAS compliant e-signature</b>	Valid electronic signature compliant with the EU eIDAS Regulation, which can be used for signing the Lead Partner Declaration.
<b>Eligibility of applicants</b>	Conditions an applicant must meet to participate in the Call.
<b>ERDF</b>	European Regional Development Fund (ERDF), the main source of Programme financing. It covers <b>80% of eligible project costs</b> .
<b>Financial capacity</b>	Ability of a private entity to financially implement the project. It is checked during assessment process and prior contracting.
<b>Financing options</b>	Available budget models for the partners participate in project proposal. Under this Call, project partners may choose among <b>three financing options</b> , combining real costs and simplified cost options.
<b>Project partner</b>	Organisation formally participating in the project with a clear role, responsibilities, and budget.
<b>Giver</b>	Previously funded project or organisation that originally developed the output now being capitalised by the new project.
<b>Guidelines for Applicants</b>	Supporting guidance explaining how to fill in and submit the application correctly.
<b>Infrastructure and works</b>	Physical works or infrastructure investments. These are <b>not admissible</b> under this Call.
<b>Jems</b>	Joint electronic monitoring system used to create and submit the application. Proposals must be submitted <b>only through Jems and in English</b> .
<b>Joint Secretariat (JS)</b>	Programme body that supports applicants, answers questions, and performs the assessment of project proposals.
<b>Lead Applicant (LA)</b>	Organisation appointed by the partnership to coordinate preparation and submission of the proposal. If approved, it becomes the Lead Partner.
<b>Lead Partner principle</b>	Rule according to which the Lead Applicant, once approved as Lead Partner, takes overall legal and financial responsibility for the project.
<b>Lead Partner Declaration</b>	Mandatory declaration signed by the legal representative, or delegated person, confirming the intention to submit the proposal.
<b>Lump sums</b>	Fixed amounts reimbursed without detailed reporting. In this Call they apply to preparation and closure costs.
<b>Managing Authority (MA)</b>	Programme authority managing the Programme and the Call.
<b>Monitoring Committee (MC)</b>	Programme body taking the final selection decision on project proposals.
<b>MMM (Interreg Mediterranean Multi-Programme Mechanism)</b>	Coordination framework among Interreg Programmes to support capitalisation, transferability and scaling-up of already achieved solutions, with a focus on <u>sustainable tourism</u> .
<b>Output</b>	Concrete result or product developed by a project, such as a method, tool, service, model, or policy-related solution. Under this Call, the proposal must build on at least one existing output.



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<b>Programme Implementation Manual (PIM)</b>	A key Programme document providing detailed rules on implementation, financing options, use of SCOs, and other management provisions. Applicants should consult it together with the Call announcement and Guidelines for Applicants.
<b>Preparation costs</b>	Fixed lump-sum contribution for preparing the application. Under this Call, the fixed amount is <b>EUR 18,200 ERDF + co-financing per project</b> .
<b>Private applicant/partner</b>	Private profit or non-profit entity eligible to apply, subject to the Call rules and, where relevant, financial capacity assessment.
<b>Project selection procedure</b>	Official document describing the assessment steps within the Call, thresholds, complaint possibilities and project selection logic.
<b>Programme area</b>	Geographical area covered by the Interreg Italy–Croatia Programme. Project activities and benefits must be relevant for this area.
<b>Real costs</b>	Actual costs planned, incurred and supported by accounting evidence.
<b>SCOs (<i>Simplified Cost Options</i>)</b>	Simplified methods for reimbursement such as flat rates and lump sums. Their use is explained in the PIM and Guidelines for Applicants.
<b>Scaling-up</b>	Expanding a previously tested solution so that it reaches wider territories, more users, or stronger policy uptake.
<b>Single-step procedure</b>	Application procedure where the full proposal is submitted in one stage.
<b>Specific Objective 4.1</b>	Programme objective under which project proposal under this Call are ranked and financed.
<b>State aid assessment</b>	Verification of whether State aid rules apply to the project or partner; this may affect the level of public contribution.
<b>Sustainable tourism</b>	Main thematic focus of the MMM and a central thematic orientation of this Call.
<b>Synergies</b>	Focus on cooperation and coordination between projects, programmes, organisations or initiatives to create mutual benefits, strengthen complementarities, avoid duplication of efforts and enhance the overall effectiveness, visibility and impact of their activities and results.
<b>Taker</b>	New project or partnership that takes an already developed output and reuses or adapts it in the Italy–Croatia Programme context.
<b>Terms of Reference (ToR)</b>	Core reference document explaining the thematic scope and expected direction of project proposal development.
<b>Transfer</b>	Bringing an existing output from another Programme/project into the Italy–Croatia context for reuse.
<b>Adaptation</b>	Adjusting an existing output so it fits the territorial, institutional, legal or operational context of the new project area.
<b>Testing</b>	Validation of the adapted output in practice through pilot or demonstration use.
<b>Re-use</b>	Applying an already developed output again instead of developing a new one from scratch.

