

APPLICANT GUIDANCE

Partner state aid self-assessment

Version 1.0

NOTE: Before you can perform the state aid self-assessment for your organisations involvement in the project your organisation has to be invited to the Online Monitoring System (OMS).

If your organisation has not already been invited, your lead partner can invite you following the guidance "Adding a partner manager".

This procedure for filling in the partner self-assessment tool for assessing state aid is governing the principles outlined in fact sheet 16 on state aid.

STEP 1

Once the partner manager has accepted the invitation to the system the shared project can be accessed. From the dashboard (or the menu item "my projects") the partner manager can access the shared project.

Access the application by clicking on the title.




Interreg North Sea 2021-2027 Online Monitoring System

Dashboard
Home » OMS Dashboard

Project Applications

My Projects
You do not have any saved Project Applications.

Shared projects

Status	Title
  	DEMO OMS DEMO Full Application

New

Announcements

- 08/11/2021
You can now start preparing your project proposal
- 03/07/2021
Welcome to the Interreg North Sea OMS Announcements

Communication

- Christoffer Villsen @ North Sea Region Programme 28/01
Your Authorised Signatory documents have been validated

New Inbox

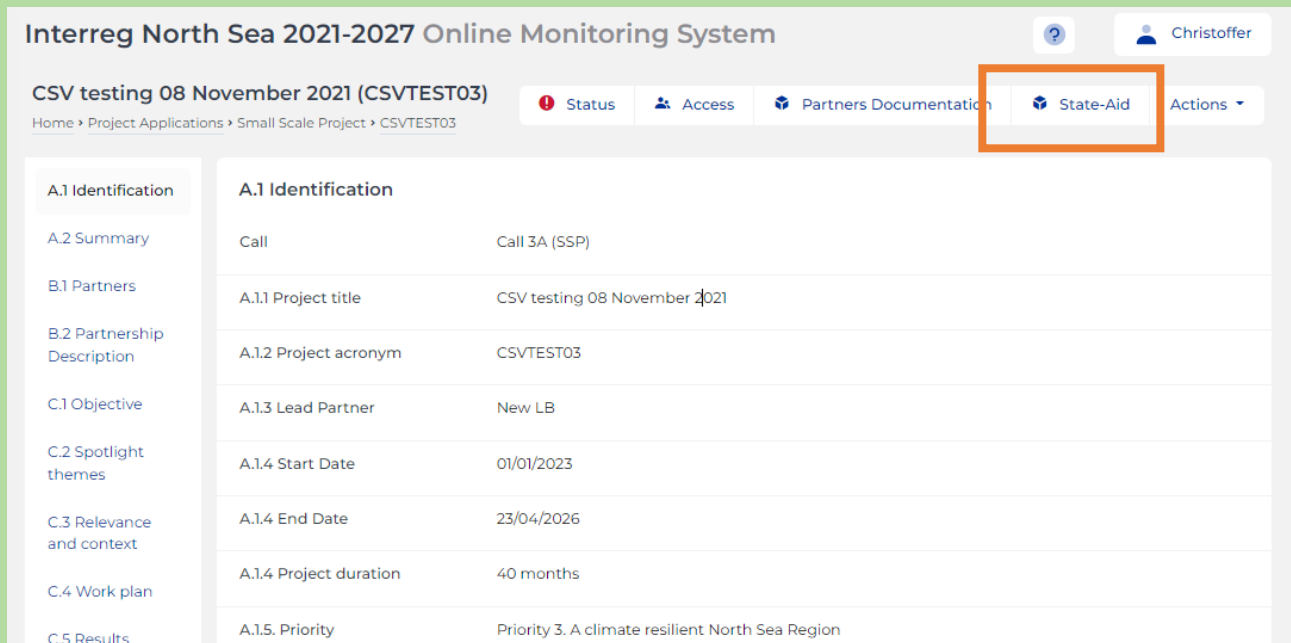
Help

Contact support
Use the "HELP" button at the top right of the screen to contact support, or mail us at support@oms.interregnorthsea.eu

STEP 2

When viewing the application, you can start the state aid self-assessment. Click on the button "**State Aid**" in order to access the assessment tool. The assessment has to be completed before the application can be submitted.

NOTE: If the partner manager clicks on the button "Status" the full overview of the application status (including missing parts) can be seen.

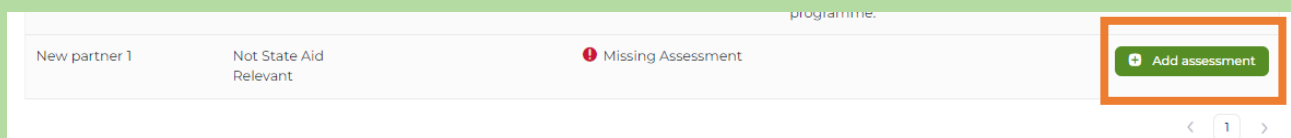


The screenshot shows the 'Interreg North Sea 2021-2027 Online Monitoring System' interface. The user is logged in as 'Christoffer'. The main navigation bar includes 'Status', 'Access', 'Partners Documentation', and 'State-Aid' (highlighted with an orange box). The 'State-Aid' button is located in the top right corner of the main content area. Below the navigation bar, the page title is 'CSV testing 08 November 2021 (CSVTEST03)'. The main content area is divided into a left sidebar with navigation links (A.1 Identification, A.2 Summary, B.1 Partners, B.2 Partnership Description, C.1 Objective, C.2 Spotlight themes, C.3 Relevance and context, C.4 Work plan, C.5 Results) and a main table with the following data:

A.1 Identification	
Call	Call 3A (SSP)
A.1.1 Project title	CSV testing 08 November 2021
A.1.2 Project acronym	CSVTEST03
A.1.3 Lead Partner	New LB
A.1.4 Start Date	01/01/2023
A.1.4 End Date	23/04/2026
A.1.4 Project duration	40 months
A.1.5. Priority	Priority 3. A climate resilient North Sea Region

STEP 3

Find your organisation on the list and click the button "**Add assessment**".



The screenshot shows a table with the following data:

Partner Name	State Aid Relevance	Assessment Status	Action
New partner 1	Not State Aid Relevant	Missing Assessment	Add assessment

STEP 4

Complete the self-assessment tool by answering all questions and provide the argumentation needed in the respective text fields.

When you are done with the self-assessment you can save your work by clicking the button "**Save**". This button is located in the bottom of the page.

0 CHARACTERS POWERED BY TINY

Q4. Will the project partner itself or any other market actor not included in the project partnership or target audience gain any benefits from the project's economic activities?(The benefit(s) would not have been obtained without the project funding com No Yes

Q4. Explanations

Please elaborate on the reasons for your choice and note the instruction below.

Risk of Indirect aid
If the answer to question Q4 is 'yes,' then a risk of indirect state aid exists and CBER article 20.a. should be applied when the relevant activities are being implemented. Please read more about managing indirect aid in the [fact sheet on state aid](#)

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Created by Christoffer Villsen @ New LB

Save

STEP 5

You are now being returned to the overview containing all partners state aid self-assessments. From the overview you can see if your organisation should consider applying under a state aid scheme or not. If (based on your self-assessment) there is a risk of direct aid, then your organisation has to apply under a state aid scheme, otherwise the application cannot be submitted.

It is the lead partner who will update the state aid status in the actual application form, however you have to lock your self-assessment before this is done.

To finalise the self-assessment on the likelihood of state aid being present in the activities you plan to carry out, please click the button "**Lock**".

New partner 1	Not State Aid Relevant	✓✓✓✓	✗ Risk of Direct aid, Risk of Indirect aid	The application form can not be submitted until this is resolved. You might be dealing with indirect aid - Please see more in fact sheet 16 . Please consult the Joint Secretariat ahead of your first progress report to the programme.	Edit Lock
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STEP 6

Please confirm that you wish to lock the self-assessment. You do this by clicking the button "**Proceed**".

i Confirmation

Lock self-assessment form

This will lock the form for editing. Only a Project Manager will be able to unlock it for further editing. Do you want to proceed?

STEP 7

You have now completed the self-assessment procedure on the partner level. From the overview you can see that (if needed) it will be possible for you to "unlock" the form.

New partner 1	Not State Aid Relevant	✓✓✓✓	✗ Risk of Direct aid, Risk of Indirect aid	The application form can not be submitted until this is resolved. You might be dealing with indirect aid - Please see more in fact sheet 16. Please consult the Joint Secretariat ahead of your first progress report to the programme.	<input type="button" value="🔒 Unlock"/>
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STEP 8

The lead partner will have an additional function available when accessing the state aid self-assessment overview.

In the upper right part of the system window is a shortcut. The shortcut will take the lead partner directly to the application section B.1 in edit mode.

ea 2021-2027 Online Monitoring System

ember 2021 (CSVTEST03) / State aid self-assessment

Small Scale Project > CSVTEST03 > State aid self-assessment

Each Partner Manager can edit the self-assessment form for their organisation. Locked forms can be unlocked by a Project Manager. If a partner does not have a manager, it can be assigned in the [Access Overview](#).

10 Showing 1 to 9 of 9 records Search:

Partner	State Aid Status	Questions	Assessment	Notice	Manage
New LB	GBER	✓✓✓✓	✗ Risk of Direct aid, Risk of Indirect aid	You might be dealing with indirect aid - Please see more in fact sheet 16. Please consult the Joint Secretariat ahead of your first progress report to the programme.	<input type="button" value="🔒 Unlock"/>
Sub-partner 1	Not State Aid Relevant	✓✓✓✓	✗ Risk of Direct aid, Risk of Indirect aid	The application form can not be submitted until this is resolved. You might be dealing with indirect aid - Please see more in fact sheet 16. Please consult the Joint Secretariat ahead of your first progress report to the programme.	<input type="button" value="✍ Edit"/> <input type="button" value="🔒 Lock"/>

Questions or comments?

Get in touch! Feel free to contact one of our project advisors. Find contact details for our staff at interregnorthsea.eu.

