



**Lowlands and Uplands Scotland ERDF and ESF Programmes 2007-2013
Programme Monitoring Committee**

**DRAFT TIMETABLE FOR 2008 APPROVAL ROUND
REPORT BY THE SCOTTISH GOVERNMENT**

1. Purpose

- 1.1** To seek the Committee's approval for the proposed timetable for the second approval round under the new Programmes.

2. Introduction

- 2.1** With the first approval round coming to a conclusion, planning and preparation needs to commence for the next and second approval round. Based on experience of managing the first round and factoring in the various pressure points and further developments in the pipeline which will impact upon the effective management and implementation of the second round, a draft timetable has been produced and is attached as Annex 1.

- 2.2** Feedback from project sponsors and Advisory Group Members has also informed the timetable, for example, with regard to the time period between the first and second stage applications and the time allocation given to scoring project applications.

- 2.3** Importantly, the potential coincidence of additional demands on project sponsors and PMEs time and resources have also had to be taken into account in setting the new timetable. In particular, it is imperative that project sponsors meet the strict deadline for submission of final claims under the 2000/06 Programmes in order to maximise the drawdown of ERDF and ESF receipts. These deadlines are 31 July and 30 April 2008 for ERDF and ESF claims respectively. Time will also be required for the manual data input of all approved first round applications to the €UROSYS systems. After factoring in the resource implications of the essential tasks connected with closure the proposed timetable has a deadline for the first stage application as 15 August 2008, which also avoids the peak summer holiday period.

- 2.4** There are a range of other operational requirements which need to be taken into consideration in setting the overall timetable for the second approval round. These include;

- ♦ the need for a brief period of review of the first round and business processes in order to incorporate lessons learned
- ♦ the requirement to hold claims seminars following the first round approvals



- ♦ the introduction of the new online management information system €UROSYS. This will require training and familiarisation for both IAB staff and project sponsors
- ♦ adequate time is also needed to provide essential feedback to unsuccessful applicants in the first round.

3. Recommendation

- 3.1** The Committee is invited to consider the draft timetable for the second approval round and agree its implementation.

March 2008

For Decision



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2ND APPLICATION ROUND TIMETABLE

Process	Target Date
Closing date for submission of First Stage Application forms	15 August 2008
Call for Second Stage Application Forms for successful First Stage Application projects	12 September 2008
Closing date for submission of Second Stage Applications	10 October 2008
Technical and eligibility checks completed by IAB and applicants notified	7 November 2008
Submission of revised Second Stage Application Forms by applicants	5 December 2008
Applications to Advisory Groups for scoring	9 January 2009
Advisory Group Meetings	2 – 13 February 2009
Programme Monitoring Committee meeting to agree recommendations of Advisory Group	18 March 2009
Ministerial announcement of approved projects	To be agreed