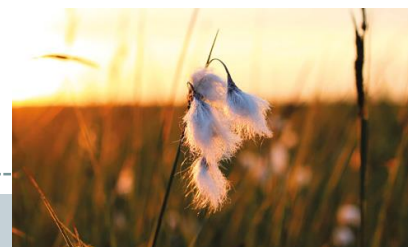


This presentation is from the LIFE Application Writing Workshop held in Bristol on 24th May 2017.

If you would like to see more presentations from this event or if you would like more information on LIFE please see JNCC's LIFE webpages at:

jncc.defra.gov.uk/UKLIFE



UK LIFE NCP

APPLICATION WRITING WORKSHOP

BRISTOL
24 MAY 2017

Katy Thompson & Jessica Magnus
UK LIFE National Contact Point, JNCC

UKLIFE@JNCC.gov.uk

<http://jncc.defra.gov.uk/UKLIFE>

Today's agenda



- ❖ **Introduction to the day: UK LIFE NCP**
- ❖ **Writing your LIFE application: UK LIFE NCP**
- ❖ **Monitoring a LIFE project: Chris People (NEEMO)**
- ❖ **Experience of writing a LIFE bid: Colette Price (NRW)**
- ❖ **Finance: when to use the finance team, payment schedule:**
Hayley MacDonald-Jones (NRW)
- ❖ **Exercise to improve the quality of proposals: ALL**
- ❖ **JNCC's LIFE Support: UK LIFE NCP**
- ❖ **Questions and Answers**
- ❖ **LIFE Clinic: Optional**

Contents



Writing your LIFE Application

- ❖ 2017 Call dates
- ❖ Evaluation timeline
- ❖ Application forms
- ❖ eProposal
- ❖ Evaluation criteria
- ❖ Top Tips

II

(Non-legislative acts)

DECISIONS

COMMISSION IMPLEMENTING DECISION

of 19 March 2014

on the adoption of the LIFE multiannual work programme for 2014-17

(Text with EEA relevance)

(2014/203/EU)

THE EUROPEAN COMMISSION,

Having regard to the Treaty on the Functioning of the European Union,

Having regard to Regulation (EU) No 1293/2013 of the European Parliament and of the Council of 11 December 2013 on the establishment of a Programme for the Environment and Climate Action (LIFE) and repealing Regulation (EC) No 614/2007⁽¹⁾, and in particular Article 24(1) thereof,

Whereas:

- (1) In order to ensure implementation of the LIFE Programme, it is necessary to adopt a multiannual work programme for 2014-17.
- (2) In order to set a framework for the implementation of the two LIFE sub-programmes, the multiannual work programme for 2014-17 should specify the indicative allocation of funds between priority areas and types of funding, the project topics implementing the thematic priorities set out in Annex III to Regulation (EU) No 1293/2013, the technical selection methodology for projects, the criteria for the attribution of grants and indicative timescales for the calls for proposals.
- (3) The multiannual work programme for 2014-17 should also contain qualitative and quantitative outcomes, indicators and targets for each priority area and type of project, in accordance with the performance indicators and specific objectives for each priority area, with a view to facilitate the evaluation of the results and impact of the programme. On the basis of ex-ante assessments the Commission identified two innovative financial instruments as appropriate tools for funding projects, in accordance with Article 17(4) of Regulation (EU) No 1293/2013.
- (4) Those financial instruments should be entailed throughout the multiannual work programme in order to demonstrate their considerable potential to leverage funding from investors in the field of biodiversity and climate change mitigation and adaptation, thus addressing current financial barriers to the uptake of projects in those areas.
- (5) Based on the positive experience with other financial instruments managed by the European Investment Bank (EIB), as well as the geographical coverage of the EIB which enables it to reach potential beneficiaries across the Union, implementation of the Natural Capital Financing Facility and of the Private Financing for Energy Efficiency Instruments, funded through contributions from the LIFE programme, should be ensured to this intention.
- (6) In order to ensure an efficient implementation of the multiannual work programme and as Regulation (EU) No 1293/2013 applies from 1 January 2014, this Decision should apply from the date of the adoption of this Decision.
- (7) The measures provided for in this Decision are in accordance with the opinion of the Committee for the LIFE Programme for the Environment and Climate Action established by Article 30 of Regulation (EU) No 1293/2013,



Remaining National Allocations (Env sub-programme)

Member State	Allocation 2014-2017 (Euros)	Balance after 2014 (Euros)	Balance after 2015 (Euros)	Balance after 2016 (Euros) (provisional)**
UK	74.3 Million	52.5 Million	34.5 Million	23.5 Million

The figures are still provisional, because of :

- i) the revision process related to the traditional projects is still ongoing; and
- ii) the results of the calls related to 2016 Preparatory projects are not yet available.

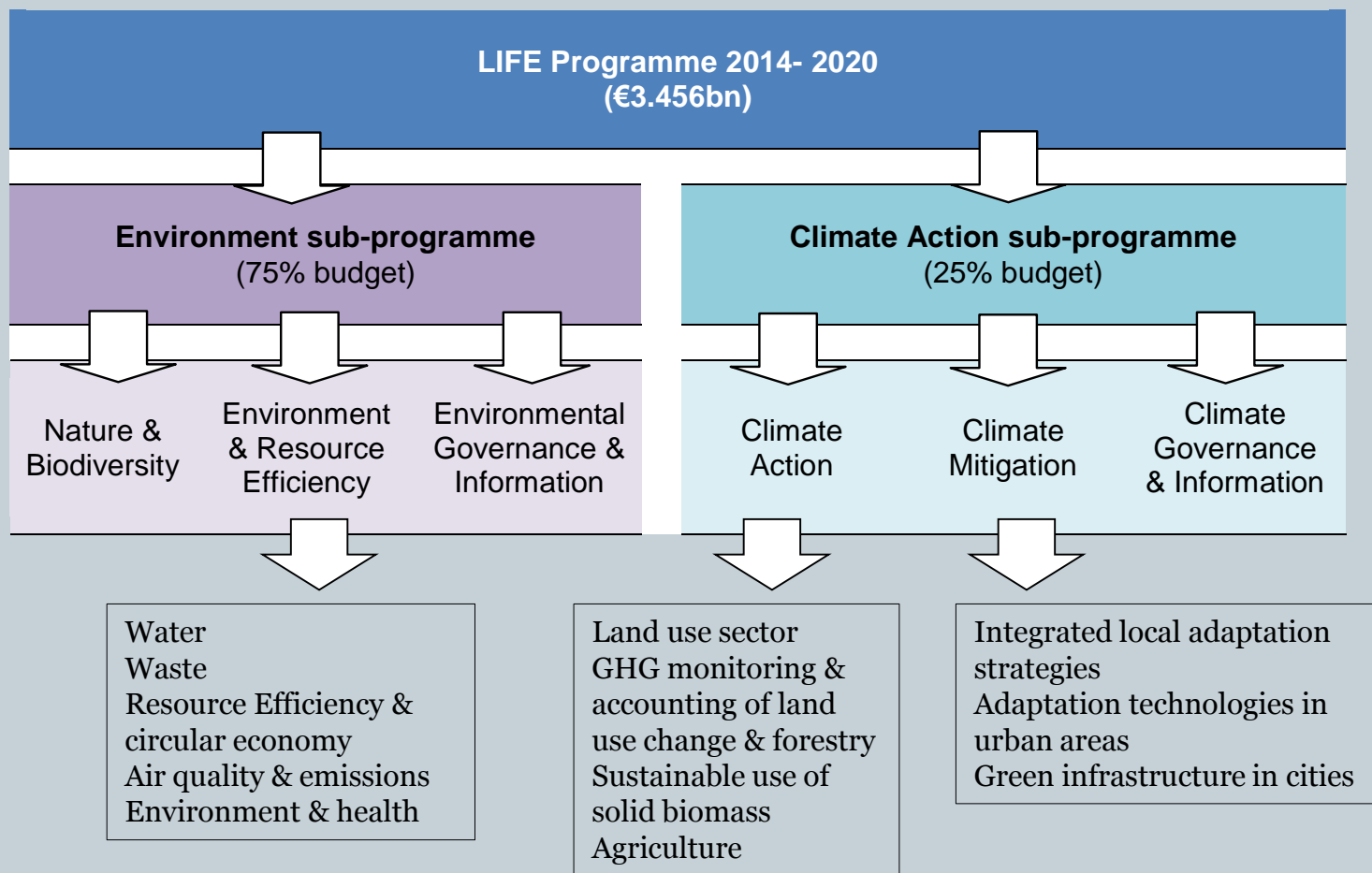
However, both elements are not expected to significantly change the situation.



LIFE Programme



UK National Allocation: €74,254,393



Key dates



- ❖ Climate Action – **7th September**
- ❖ Environment & Resource Efficiency – **12th September**
- ❖ Nature & Biodiversity – **14th September**
- ❖ Environmental Governance & Information – **14th September**

- ❖ A8's – letters of support for Nature & Biodiversity projects only- send your B1 & B2 forms to UKLIFE@jncc.gov.uk by **7th July** and we will return signed forms in August.

- ❖ Pre-screening – **all of July & August**

© Environment Agency



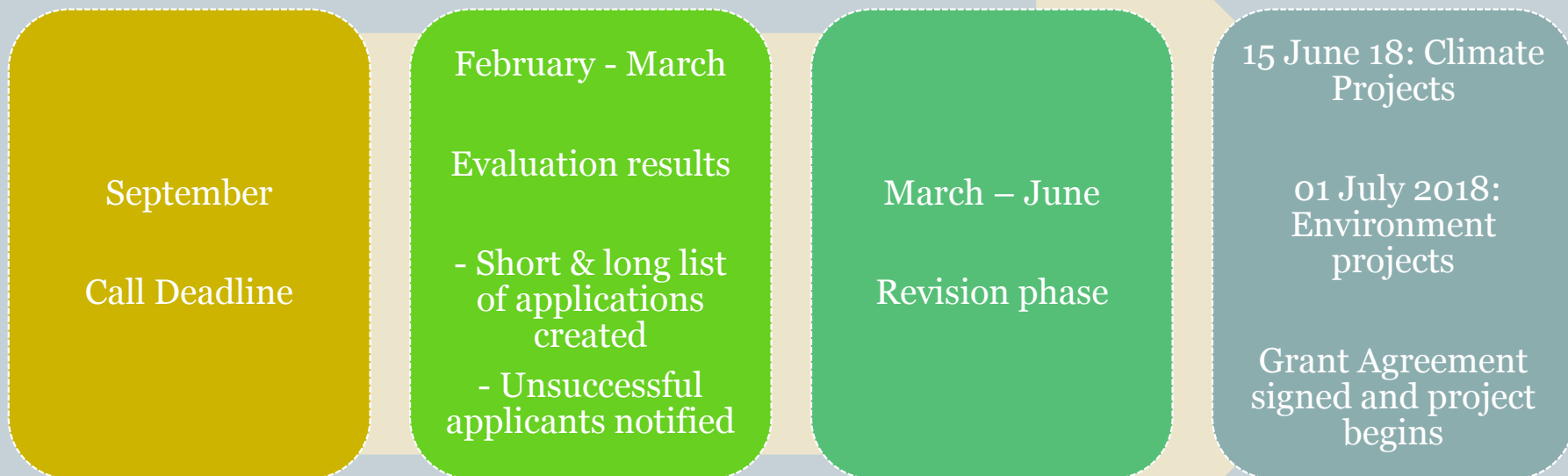
© Jason Karn



© National Trust



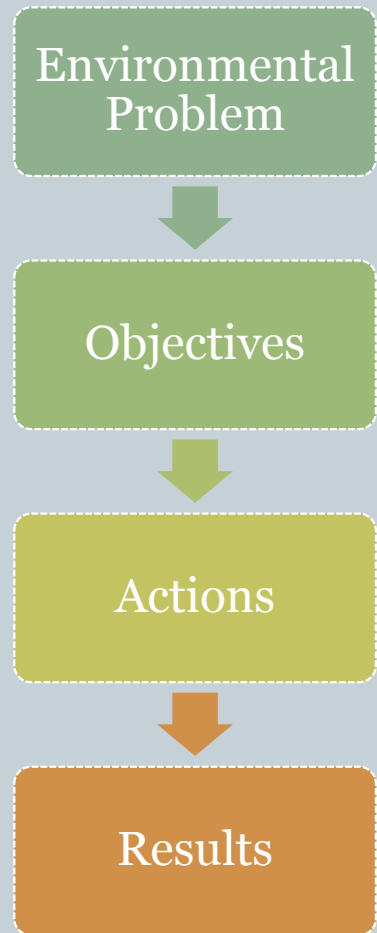
Evaluation process for 2017 project



A logical approach to a good proposal

What you need to show:

- ❖ What problem are planning to solve?
- ❖ Why is this work needed?
- ❖ How? (quantify)
- ❖ Who?
- ❖ Cost? – value for money. Does the ratios of staff time, CCM, durable goods, communications, management, external assistance look appropriate?
- ❖ How will you prove it worked?
- ❖ Indicators – plan for regular deliverables and/or milestones to assist in monitoring and keeping track of progress. But not too many – time is better spent on actions!



(all wrapped in the European context)!

Application forms



- ❖ A forms – administrative information
- ❖ B forms – technical summary and overall context of project
- ❖ C forms – detailed technical description of proposed actions (to include the AfterLIFE, dissemination & project management)
- ❖ F forms – financial application forms



The A Forms: Administrative Information

- ❖ A1: General Project Information
- ❖ A2: Coordinating Beneficiary:
 - ❖ After saving you will have created your eProposal on the system.
 - ❖ Your acronym will be used and displayed on all forms thereafter
- ❖ A3: Coordinating Beneficiary declaration
 - ❖ Remember to check your eligibility
 - ❖ Sign **AFTER** tech/finance data uploaded!
- ❖ A4: Associated Beneficiary declaration & mandate
- ❖ A5: Associated Beneficiary
- ❖ A6: Co-financiers
- ❖ A7: Other proposals submitted for EU funding
 - ❖ **Do not under-estimate this form**
- ❖ A8: Declarations of support (Nature & Biodiversity ONLY)

**Check your upload
requirement PDF,
JPEG!**

The B Forms: Project Outline

Tell your story & be engaging

Be structured, clear, concise, realistic, define the environmental problem, link actions to project objective and each other, link to relevant EU, quantify the problem and the results.

- ❖ B1: Summary description of the project
- ❖ B2: Environmental/ climatic problem being targeted
- ❖ B3: EU Added Value, Replicability, transferability & socio-economic effects
- ❖ B4: Stakeholders involved
- ❖ B5: Project risks & constraints
- ❖ B6: Continuation & sustainability

B3: EU Added Value



- ❖ General character of the project, i.e. best practice, pilot, demonstrative
- ❖ EU added value:
 - ❖ Contribution of the project to the objectives of the LIFE Programme (20 marks)
 - ❖ Multipurpose, synergies and integration into other EU policies (15 marks)
 - ❖ Transnational, green procurement & uptake (5 marks)
- ❖ Replicability & transferability (10 marks)
- ❖ Socio-economic effects of the project
 - ❖ Close to Market Projects:
 - ❖ Market positioning, supply chain, competitors & economic feasibility
 - ❖ Sustainability & project continuation

~ 50% of the total Evaluation marks can be scored within this form

B6: After LIFE...



- ❖ Critical for projects to have longevity and sustainability
- ❖ What actions will be carried on once the project has finished
- ❖ Who will take ownership of project after the project has finished
- ❖ How will the long term sustainability of the project's actions be assured Nature & Biodiversity

Pitfalls and Barriers to long term success

Nature

- Continuation of threats
- Uncertain funding
- Poor dissemination of results
- Lack of interest from authorities
- Loss of public support
- Little impact on younger stakeholders
- Lack of monitoring

Environment

- Not all technical problems resolved
- Motivation does not last beyond project
- User is not involved from the beginning
- Poor dissemination of results
- Changes in Public sector
- Effect of solution not visible enough

C Forms



❖ **Co: Actions and means**

- ❖ A: Preparatory & Planning Actions
- ❖ B: Land Purchase Implementation Actions
- ❖ C: Implementation Actions
- ❖ D: Monitoring the impact of the project actions
- ❖ E: Awareness and dissemination of results (obligatory)
- ❖ F: Project Management

❖ **C2: Reporting schedule**

- ❖ Deadlines for activity reports

BE:

- ❖ Precise
- ❖ Add maps, graphs, tables
- ❖ Define how your actions link, how they deliver project objective
- ❖ Define expected results
- ❖ Remember coherence between actions and financial resource allocation

F Forms



- ❖ Provide enough detail to allow evaluation of financial coherence and cost effectiveness
- ❖ Breakdown and itemise costs
- ❖ Check your guidance on non-eligible costs
- ❖ You will be questioned – give full travel information
- ❖ Exchange rate!

EC currency converter:

http://ec.europa.eu/budget/contracts_grants/info_contracts/inforeuro/index_en.cfm




eProposal



General project information x

https://webgate.ec.europa.eu/eproposalWeb/proposal/editGeneralProjectData.do?proposalId=45509&_proposi

Contact Legal notice Logoi



EUROPEAN COMMISSION
eProposal (on-line creation and submission of LIFE proposals)

European Commission > Environment > LIFE Programme > eProposal

Session will expire in 23 min Help needed?

Home Call for proposals Proposal Messaging Account

Proposals / Life Lionfish / Administrative forms / A1 - General project information Next ► End ►

Last update at null by Proposal status: Draft

General project information Maximum characters 86 / 120

Project title (max. 120 characters) must be in English

Project acronym (max. 25 characters) must contain the word LIFE

LIFE Programme priority area

Sector Nature Biodiversity

eProposal forms



- ❖ Do not leave any blank fields.
- ❖ Write: Not Applicable.
- ❖ But most fields require text!
- ❖ Technical and financial coherence will be judged on your B, C and F forms (40% of the marks).
- ❖ Are your B and C forms compatible (up to 60% marks)
- ❖ Make sure your financial figures add up ie check the figures are the same between the C & F forms.



Award Criteria – Environment Projects*

Award criteria	Minimum pass score (*)	Maximum score
1. Technical coherence and quality	10	20
2. Financial coherence and quality	10	20
3. EU added value: extent and quality of the contribution to the specific objectives of the priority areas of the LIFE sub-programme for Environment	10	20
4. Contribution to the project topics	—	10
5. EU added value: multipurpose, synergies, and integration	7	15
6. EU added value: replicability and transferability	5	10
7. EU added value: transnational, green procurement, uptake	—	5
Overall (pass) scores	55	100

(*) A project proposal has to reach at least the minimum pass score for each award criterion and also the sum of scores for criteria for which a minimum score has been fixed has to be equivalent to 55 points or more.

* Climate Action slightly different score requirements ! Aim for maximum points

Technical Coherence: 20 Marks



- ❖ Clear link between the problems and threats, the project objectives, the proposed actions and the expected results.
- ❖ All actions are properly described and QUANTIFIED.
- ❖ Clear how, where, when and by whom each action in the proposal will be undertaken.
- ❖ Technical means and expertise to deliver.
- ❖ Actions must all contribute directly to project objectives.
- ❖ Due consideration to the project's sustainability.

Pass score 10 – Aim for a score of 17 or higher

Financial Coherence: 20 marks



- ❖ Track technical deliverables against technical outputs and allocate costs.
- ❖ Clearly linked to actions.
- ❖ Costs need to be realistic and value for money.
- ❖ All EU rules need to be followed; Life Guidelines; General Conditions, the LIFE Model Grant Agreement and the LIFE Regulation.
- ❖ Projects with poor technical scores usually get poor financial scores and fail on both these two key parameters.

Pass score 10 – Aim for a score of about 17 or higher

EU Added Value: contribution to LIFE's objectives

20 marks for Environment projects
15 marks for Climate projects

- ❖ Significant contribution to the priorities of the LIFE sub-programme.
- ❖ Environmental benefits should be clear, substantial, ambitious and credible (quantify them).
- ❖ Contribution to the implementation, updating and development of EU Environmental policy and governance.
- ❖ Nature & Biodiversity projects will be evaluated based on their impact on the feature's conservation status.

ENV Pass score 10 – Aim for a score of 15 or higher

CLIMA Pass score – 7 – Aim for score of 10 or higher

Contribution to project topics: 10 marks



- ❖ **Environmental projects only!**
- ❖ Nature & Biodiversity & Env Governance & Information Projects either score 0 or 10 based on whether they comply with a maximum of two project topics.
- ❖ Environment & Resource Efficiency Projects score 5 marks if they comply with a maximum of two project topics and an additional 5 marks if the proposal is new or unknown Union wide.
- ❖ Requires the applicant to have read and understood the EU documents and to have knowledge about what is going on in Europe.
- ❖ Applicants should be looking for 10 marks for all ENV projects.

NO pass score- Aim for the full 10 points



Contribution to contribution to an increased climate resilience and/or to the reduction of greenhouse gas emissions: 15 marks

- ❖ **Climate projects only!**
- ❖ Evaluators want to see how the project contributes to the shift towards a resource-efficient, low-carbon and climate-resilient economy.
- ❖ Will assess the impact of the project as well as the potential wider impact following the end of the project.

Pass score 7 - Aim for 10 points

Multi-purpose, synergies & integration: 15 marks

- ❖ Multi purpose delivery mechanism.
- ❖ Integration of specific environmental objectives in other policy areas.
- ❖ Synergies with other Union policies and contribute to economic and social objectives e.g. Europe 2020.
- ❖ Requires a wide understanding of current EU issues under debate and key policy documents.
- ❖ Don't forget this remains an Environmental funding stream.

Pass score 7 – Aim for 10 or higher

Replicability & transferability: 10 points

- ❖ Putting the techniques, methods and strategies developed or applied into practice elsewhere.
- ❖ Outlining a clear strategy to multiply the impacts of the project's solutions.
- ❖ Concrete proposals to replicate and transfer the project's solutions to other sectors, entities, regions, countries.
- ❖ Methods to reach critical mass during the project or shortly thereafter are outlined.

Pass score 5 – Aim for 10



Transnational, green procurement & uptake: 5 points

- ❖ 3 points for being transnational as long as added value is clear.
- ❖ 1 point for demonstrating green procurement
- ❖ 1 point for showing uptake of EU research outputs from Research and Innovation Programmes – this is Horizon 2020 and any preceding Framework Programme ONLY

No pass – Aim for 5





Thank you for listening

