**Interreg Europe Information Day**

*Venue:* Hilton Sofia

Sofia, Bulgaria

**Preliminary Agenda**

**30 March 2016**

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| 9:00 - 9:30 | **Registration** |
| 9:30 – 09:45 | **Welcome and introduction**  *by representative of “Territorial Cooperation Management” DG, Ministry of Regional Development and Public Works* |
| 9:45 – 10:15  10:15 – 11:15 | **Introduction to Interreg Europe & 1st call results**  *by representative of Interreg Europe JS and national Point of Contact*   * **Part I: Key features of Interreg Europe (JS)**   - programme main features & rationale (incl. focus on SFs, role of stakeholders an elaboration of action plans)  - eligibility of organisations and co-financing  - programme’s actions (projects/ platforms) and finances   * **Part II: statistics/ results of the 1st call for proposals (PoC)**   *Questions and Answers* |
| 10:45 – 11:15 | **Coffee break** |
| 11:15 – 12:15 | **Presentation of 2nd call for proposals and support for applicants**  *by representative of Interreg Europe JS and national Point of Contact*   * **Part I: Key features of the 2nd call for proposals (JS)**   - Terms of reference  - Programme’s templates and submission of application form   * **Part II: Support for applicants (JS & PoC)**   - JS support tools: project idea database, partner search tools/ events, etc.  - NCP support tools: national eligibility requirements and co-financing , FLC system, partner search assistance   * **Part III: final points of attention for the 2nd call (JS)**   - eligibility: most common mistakes to avoid  - assessment: major points to keep in mind |
| 12:15 – 13:00  13:00 | *Questions and answers*  **End of session** |
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**Target group of the meeting**: Potential project applicants, MAs, relevant organizations responsible for the policy instruments, project partners

Please fill in the registration form: [**http://goo.gl/forms/NCYgKNr3qg**](http://goo.gl/forms/NCYgKNr3qg)

There is a limited capacity for attendance, so you will be signed in for participation on the first come, first served principle.

A limited number of **individual consultations** on project idea will take place during this event.

To **request an individual consultation,** the participant first needs **to register in the Interreg Europe community** <http://www.interregeurope.eu/account/registration/index/>, **publish a project idea** and **request a feedback at a specific national information day**. A consultation will take place only after approval by the Joint Secretariat.

Before submitting an idea for feedback, please benefit from our **self-assessment tool** which is available at: <http://www.interregeurope.eu/self-assessment/>.

**Venue:** [**HILTON SOFIA**](http://www3.hilton.com/en/hotels/bulgaria/hilton-sofia-SOFHIHI/maps-directions/index.html)

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