Appendix no 4 to the Partnership agreement

Division of tasks between the Lead Partner and particular Partners

1. The seed money project may contain all activities (e.g. desk research, meetings, workshop, etc.) necessary to prepare a project proposal for the Interreg South Baltic Programme 2021-2027. Each of the approved seed money projects must develop two outputs defined in the Application Form which have to be delivered along within a progress report as the condition to receive project funding. These are:

a) “project concept paper”

b) “cross-border workshop”.

2. The Lead Partner is responsible for monitoring the progress of achieving the above-mentioned output indicators. In the Project Progress Report, the Lead Partner presents each of the two lump sums which are in line with the Application Form.

3. While reporting its share of lump sum for particular project output, (in line with the Application form) Project partner must confirm its contribution to achievement of target values in the following way:

a) project concept paper: with a signature of a person representing the Partner on the last page of this document. It will be the source of verification that each partner takes part in the preparation of a project concept paper.

b) cross-border workshop: by submitting a list of institutions being represented at the workshop with the relevant name of the partner included. It will be the source of verification that each partner takes part in the cross border workshop.

The project concept paper and cross-border workshop must fulfil the requirements defined in the Terms of Reference of the Interreg South Baltic Programme 2014-2020 3rd Seed Money Facility.