



**ENI
CBCMED**
Cooperating across borders
in the Mediterranean



Programme funded by the
EUROPEAN UNION



**REGIONE AUTÒNOMA
DE SARDIGNA
REGIONE AUTONOMA
DELLA SARDEGNA**

How to deal with project adjustments

References:

⇒ **Grant Contract – art 9**

⇒ **Project Implementation Manual – chapter 5**

Types of amendment

MINOR AMENDMENT

Changes of limited operational and financial impact (< 20 %)

The LB notifies the MA/JTS at the latest in the next report

1 allowed per year

A formal JMC approval is not required

MAJOR AMENDMENT

Changes affecting outputs indicators, partnership, duration, budget (> 20%)

To be agreed with the MA and approved by the JMC

1 allowed per lifetime of the project

An Addendum to the Grant Contract has to be signed

What can be amended	What cannot be amended
<ul style="list-style-type: none">• Partnership• Duration• Content (activities, results and outputs and target value indicators)• Budget	<ul style="list-style-type: none">• Basic purpose of the project (objectives, results and outputs, indicators)• Total amount of the grant• % of co-financing• % of administrative costs and contingency reserve

Logical framework

Programme Overarching objective		Programme Priority		
B.4 - Environmental protection, climate change adaptation and mitigation (Address common challenges in environment)		B.4.1 - Support innovative and technological solutions to increase water efficiency and encourage use of non-conventional water supply		
Project general and specific objectives				
General objective The general objective shall contribute to the Programme strategy (relevant i.e. Overarching objective).		Specific objective(s) What does the project want to achieve in relation to the addressed Programme Priority? The project must consider at least one specific objective. The maximum number of specific objectives is three.		
To contribute to a sustainable water balance, increasing resilience to water stress and climate change		3- to encourage behavioral change of end-users toward the use of non-conventional water in agriculture and sustainable agricultural practices.		
		2-to support LLAAs and organizations involved in WRM applying non-conventional water solutions for agricultural use, to reduce water consumption and limit costs for water supply.		
		1-to reduce water and soil salinity through non-conventional water supply, reducing stress on groundwater and enabling higher productivity and diversification of agricultural production.		
Priority, expected results and indicators				
Priority	Expected results	Expected results indicators	Programme target	Project target
B.4.1 - Support innovative and technological solutions to increase water efficiency and encourage use of non-conventional water supply	4.1.1	4.1.1.A	150.0	14
	4.1.1	4.1.1.B	30.0	9.0
	4.1.1	4.1.1.C	12.0	4.0

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Results and outputs indicators

Expected result(s)	Project outputs	WP	Output indicator(s)	Programme target values* *See Annex 2 of the JOP	Project target value Once indicated the Programme outputs indicator(s), quantify the project target values
4.1.1	cross-border network for non-conventional water supply	WP5	4.1.1.2.b	6.0	4.0
	Handover Agreements	WP4	4.1.1.2.c	18.0	7.0
	Final Report on Awareness Programme	WP5	4.1.1.3.d	480.0	160.0
	Pilot PA	WP4	4.1.1.4.e	9.0	1.0
	Pilot JO	WP4	4.1.1.4.e	9.0	1.0
	Pilot IT	WP4	4.1.1.4.e	9.0	1.0
	Pilot TN	WP4	4.1.1.4.e	9.0	1.0
	Final Technical report	WP3	4.1.1.4.e	9.0	1.0
	Local governance plans	WP5	4.1.1.5.f	30.0	15.0

1 – How to amend the partnership (MAJOR AMENDMENT)

- draft a proposal in agreement with the rest of the Partners (substitution or redistribution of the activities/budget)
- submit the proposal through the MIS to the JTS/MA at least **30 days before** it is supposed to enter into force
- answer the clarifications if needed
- once you get the green light, sign a new Partnership Agreement
- sign an addendum to the grant contract
- the amendment enters into force after the signature of the addendum

expenditures of the new partner are eligible only after the signature of the addendum

2 – How to amend the duration (MAJOR AMENDMENT)

- request an extension of the project duration, up to 31 December 2022
- submit the proposal through the MIS to the JTS/MA at least **2 months** before the closing date of the project
- answer the clarifications if needed
- sign and addendum to the grant contract
- the amendment enters into force after the signature

3 – How to amend the content (MAJOR vs MINOR AMENDMENT)

Major content amendments:

- impact significantly results and outputs indicators (target values), beneficiaries, activities
- are assessed by the JTS on a case by case basis
- follow the same procedure as the other major changes (JTS-MA-JMC)
- have to be formalised with a signed addendum

Minor Content amendments:

- do not affect outputs and indicators (target values)
- may have a limited impact on beneficiaries and activities
- a formal approval is not required
- need to be notified through the MIS at the latest in the next report

4 – How to amend the budget (MAJOR vs MINOR AMENDMENT)

Major budget amendments:

- are transfers of **more than 20%** of the budget among Cost Categories and/or among Partners
- are assessed by the JTS/MA on a case by case basis
- follow the same procedure as the other major changes (JTS-MA-JMC)
- have to be formalised with a signed addendum

Minor budget amendments:

- transfers of **less than 20%** of the budget among Cost Categories and/or among Partners
- transfers among, cancellation or introduction of Budget Lines **within the same Cost Category**
- a formal approval is not required
- need to be processed through the MIS at the latest before the next report

Table 1 – Example of minor budget change among cost categories

Cost category	budget contracted	proposed shift	difference	%
Human Resources	1.292.790,00	1.378.962,00	86.172,00	6,67%
Travel and Subsistence	209.680,00	217.560,00	7.880,00	3,76%
Infrastructures	1.050.000,00	985.000,00	-65.000,00	-6,19%
Equipment and Supplies	224.678,00	224.678,00	0,00	0,00%
External Services	318.269,00	289.217,00	-29.052,00	-9,13%
Other	0,00	0,00	0,00	0,00%
Subtotal direct costs	3.095.417,00	3.095.417,00	0,00	

Table 2 – Example of major budget change among Cost Categories

Cost category	budget contracted	proposed shift	difference	%
Human Resources	1.292.790,00	1.378.962,00	86.172,00	6,67%
Travel and Subsistence	209.680,00	217.560,00	7.880,00	3,76%
Infrastructures	1.050.000,00	985.000,00	-65.000,00	-6,19%
Equipment and Supplies	224.678,00	278.097,00	53.419,00	23,78%
External Services	318.269,00	235.798,00	-82.471,00	-25,91%
Other	0,00	0,00	0,00	0,00%
Subtotal direct costs	3.095.417,00	3.095.417,00	0,00	

ATTENTION: Budget changes (%) are cumulative and always calculated on the basis of the approved budget, as originally contracted or modified by a major amendment.

Particular cases

- Amendment upon request of the MA (financial corrections)
- Amendment under exceptional circumstances
- Use of contingency reserve
- Changes of legal representative
- Small adjustments to contacts, keep keywords, staff, bank account

TIPS

- ✓ Plan major shifts well ahead (at least 2 months - possibly 4)
- ✓ Aggregate minor amendments and submit them before reporting (only 1 per year!!!!)
- ✓ Major amendments may lead to a reassessment of the State aid relevant activities/partners
- ✓ Monitor closely and involve the partnership

THANK YOU FOR YOUR ATTENTION

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