

Publicity Events

Calls Launch ERDF/ESF

TAP will hold launch events when Calls are released to publicise ESF/ERDF funding opportunities and inform you of the funding Priorities and content of the Calls. We are expecting the next round of ERDF calls to be announced in Autumn 2018 and again in Spring 2019.

Bite Size Videos

We have developed a series of short videos which introduce some of the key themes of applying for ESIF funding. The videos are designed as a brief introduction to the topics and provide a taste of what you will receive in the full workshops. We advise you follow these up by signing up for our full workshops. The videos currently cover:

- ◆ The Application Process
- ◆ Completing an Outline Application
- ◆ State Aid
- ◆ Procurement
- ◆ Project Publicity Requirements
- ◆ The Logic Model
- ◆ Full Application Part 1
- ◆ Full Application Part 2
- ◆ The Project Inspection Visit
- ◆ The Claims Process
- ◆ Audit and Monitoring
- ◆ Document Retention

The videos can be found on our website, just follow the link on the homepage. More videos will be added soon so please keep an eye on our social media feed for notification.

Booking on to Workshops

Workshops will be held at various locations across the Humber and North Yorkshire areas. They will be advertised on our website and if you are on our database you will also be emailed information about how to book on to both our events and workshops.

For more information and to book places on our workshops please contact the **TAP** team:

Website
www.esiftap.org

Email
tap@eastriding.gov.uk

Telephone
01482 391663 or 01482 391683

Twitter
[@ESIFTAP_HNY](https://twitter.com/ESIFTAP_HNY)



For help with European Funding
across Humber, York and North Yorkshire

Events and Workshops Programme 2018/2019



European Union
European Structural
and Investment Funds

TAP Support

If you are interested in learning about the European Investment and Structural Funds (ESIF) or want to know how to apply for the European Regional Development Fund (ERDF) or the European Social Fund (ESF), help and support is available to you through the Technical Assistance Partnership (TAP) project.

We are a number of organisations who work together in partnership across the Humber and North Yorkshire areas. The partnership is led by East Riding of Yorkshire Council and supported by three other local authorities, one university, and two companies limited by guarantee/charities.

What the **Technical Assistance Partnership** can do for you:

- ◆ Provide information about ERDF and ESF in layman's terms through publicity events, our website, publications and workshops;
- ◆ Discuss your project ideas with you and check that they fit with the funding's general eligibility and the Calls criteria;
- ◆ Host brokerage and partnership development seminars;
- ◆ Provide advice and support to help you to complete the outline application form;
- ◆ Provide technical advice covering compliance with procurement, State Aid and publicity requirements;
- ◆ Cross check your application against the Call specification prior to the closing date;
- ◆ Facilitate and deliver workshops to explain the requirements of ERDF and ESF throughout the project life cycle. Workshops are aimed at those new to EU funding (beginners) and those with some experience (intermediate).

Workshops

The aim of the workshops are to provide information, tips and guidance to help you successfully apply for funding and manage your project.

Beginners Workshops

How to Apply for ERDF/ESF

An overview of the Calls process, a look at the outline application and other essential documents to be submitted with your application, and a review of the selection criteria that your outline application has to meet in order to move to the full application stage.

Technical Compliance

This workshop will cover the importance of complying with the requirements of procurement, publicity, State Aid and the new requirements for summative assessments.

Project Life Cycle

This will raise awareness of the requirements for applying, running and closing an ERDF/ESF project.

Intermediate Workshops

Applying for ERDF/ESF: Full Application

What to expect if you are successful at outline application stage and are invited to submit a full application. The workshop will cover the requirements of the full application and also includes helpful information that has come from Managing Authority staff that will help you avoid common pitfalls in your application.

Full Application 1-2-1 Surgeries

These are 1-2-1 sessions with a TAP partner representative to allow applicants to discuss their full application prior to submission. These sessions are highly recommended.

Financial Modelling

This full day workshop will cover a number of key financial issues project applicants will need to consider before applying for ESIF funding. The event will cover ESIF funding models in relation to ESF and ERDF including category of region and general principles with delegate activities to help apply these in practice. There will be an opportunity to look at ESIF eligible expenditure; simplified cost options (overheads and hourly rates); match funding and granular budgets with example based activities for delegates to participate in and help understanding.

Audit and Management Control

This full day workshop follows on from the Finance Modelling Workshop and covers a number of key compliance issues project applicants will need to address as they deliver their project. It will cover the ESIF Audit regime, the Project Inception Visit (PIV) and the ESIF claims process in outline. It will also look at the On the Spot Verification visit (OTSV Art 125), Article 127 Audit and the work of the European Court of Auditors, project closure/changes and project management information systems.

Technical Compliance

Covering State Aid, procurement and publicity in more detail than the beginner's version.

Data Protection and Cyber Security

This new workshop will look at cyber security and data protection issues and will cover the new Data Protection Regulation introduced in May 2018.

Advanced Workshops

Technical Compliance

This workshop covers State Aid and Procurement issues at an advanced level. It is recommended that you attend the intermediate level workshop first.