

## Check list Major amendment JTS

Acronym and Reference number: \_\_\_\_\_

Date of the request: \_\_\_\_\_

JTS senior expert:

Date and Signature: \_\_\_\_\_

JTS junior expert:

Date and Signature: \_\_\_\_\_

JTS financial expert:

Date and Signature: \_\_\_\_\_

Description of the check	Yes	No	NA	Comments	Additional Documents attached to the request of amendment (if yes, specify which ones)
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### G General

G.1	Did the LB submit the major amendment request through the MIS by using the dedicated form?					
G.2	Is this the 1st major amendment request submitted during the entire project implementation period?				if the answer is NO, specify the exceptional circumstances	
G.3	Has the amendment request been submitted in a time-frame that excludes the last 3 months of the project implementation? (No major modifications can be made during the last 3 months of project implementation. The “sole extension of the project implementation period” can be requested up to 2 months prior to the contracted project end date).				if the answer is NO, assess the feasibility of the request with reference to: a) timing of the assessment (procedures to be concluded at different levels by the JTS/MA/JMC, according to the Programme rules); b) complexity of the request of amendment (amount of the budget to be shifted, partnership's composition; type of activities to be rescheduled , redefined etc.)	
G.4	In case of the sole request for extension has this request been submitted at least 2 months prior to the contracted project end-date as described under Art.9 of the GC? (No major modifications can be made during the last 3 months of project implementation. The “sole extension of the project implementation period” can be requested up to 2 months prior to the contracted project end date).				if the answer is NO, assess the feasibility of the request with reference to: a) timing of the assessment (procedures to be concluded at different levels by the JTS/MA/JMC, according to the Programme rules); b) complexity of the request of extension.	
G.5	Has the basic purpose of the project (general, specific objectives and expected results) been preserved form any substantial modification determined by the proposed amendment?				if the answer is No the request shall be rejected	

Description of the check		Yes	No	NA	Comments	Additional Documents attached to the request of amendment (if yes, specify which ones)
<b>P Partnership</b>						
P.1	Has the withdrawal and/or replacement of a PP been duly documented and justified?					
P.2	Will the responsibilities and project tasks of the withdrawing PP/PPs be undertaken by the remaining Partner/s?					
P.3	Will the responsibilities and project tasks of the withdrawing PP/PPs be undertaken by new partners?					
P.4	Are the minimum requirements concerning the partnership composition (no. of PPs; geographical coverage) respected?					
P.5	In case of a new PP, is the location and legal status compliant with the requirements set in the call for proposal ?					
P.6	Is the amendment compliant with the specific financial requirements set in the call for proposal :					
	- Is the 50% rule respected? (at least 50% of the total direct costs shall be dedicated to activities to be implemented in the Mediterranean Partner Countries territories)					
	- Is the 35% rule respected? (a maximum of 35% of the total direct costs can be allocated to an organisation)					
	- Is the 20% rule for adjoining regions respected? (the amount of financial resources devoted to the participation of partners from adjoining regions shall not exceed 20% of the total direct budgeted costs of a project)					
P.7	Have all the supporting documents been submitted together with the request of major amendment?					
	- Partner Statement (signed by the new partner)					
	- Document proving that the person who signs the declaration is legally empowered					
	- Statute					
	- State Aid Self-Assessment check grid					
	- Financial Capacity Form					
P.8	Is the role of the new PP(s) duly justified and reasonable with respect to the implementation of project activities and expected results?					

Description of the check		Yes	No	NA	Comments	Additional Documents attached to the request of amendment (if yes, specify which ones)
<b>B Budget</b>						
B.1	It has been avoided that the total amount of ENI contribution set in the GC increased as a result of the request of amendment?					
B.2	Do the budget changes involve a variation of more than 20% of the contracted budget, at cost categories - partners/level?					
B.3	Is the budget amendment compliant with the specific financial requirements set in the call for proposal :					
	- Is the 50% rule respected? (at least 50% of the total direct costs shall be dedicated to activities to be implemented in the Mediterranean Partner Countries territories)					
	- Is the 35% rule respected? (a maximum of 35% of the total direct costs can be allocated to an organisation)					
	- Is the 20% rule for adjoining regions respected? (the amount of financial resources devoted to the participation of partners from adjoining regions shall not exceed 20% of the total direct budgeted costs of a project)					
	- WP1 "Management" max 20% of total direct costs for Strategic projects					
	- Cost Category "HR" max 40% of the total direct costs for Capitalisation projects					
B.4	Are the proposed budget changes avoiding to include issues already rejected during the negotiation phase?					
B.5	Are the proposed costs consistent with market prices?					
B.6	Is the budget allocation per cost category correct?					
B.7	Are the proposed budget changes duly justified?				Especially concerning Equipment and Infrastructures CCs	
<b>D Duration</b>						
D.1	Is the request of extension ensuring that the deadline for implementation of the project activities, as set in the Commission IR 2020/879 (31.12.2023), will be respected?					
D.2	Are the costs linked to the extension (in particular Human resources) justified and consistent with the actual effort?					
D.3	Is the request of extension duly justified?					

Description of the check	Yes	No	NA	Comments	Additional Documents attached to the request of amendment (if yes, specify which ones)	
<b>C Content: Activities/Outputs/Results-Indicators</b>						
C.1	Are the expected results, outputs and their indicators (as stated in the description of the project) substantially impacted by the change (timing, resources, etc..)?					
C.2	Is the proposed amendment likely to improve the project performance, according to the justifications provided, and/or able to ensure the achievement of the expected results?					
C.3	Is the amendment duly justified?					
<b>S.A. State aid checks</b>						
S.A.1	The proposed amendments have no impact on the State aid expert assessment?					
S.A.2	The proposed amendments have no impact on the State aid requirements as set during the negotiation phase?					