



Facilitating Implementation

Øresund Greenhouse offers to take the lead of the process in the Interreg projects in order to enable the partners to focus on their core competencies, whilst we ensure that the project is implemented in accordance with the Interreg program.

LEADING THE PROCESS

Financial Administration

1. Advise on an ongoing basis with regards to the partners' financial administration.
2. Keep the partners informed and up to date on changes in rules and regulations.
3. Requisition, gather and consolidate material from the partners.
4. Reconciliation/control with regards to Interreg rules and regulations, in order to avoid errors in the accounts.

The Partners do their book keeping and time registration respectively, using available tools and routines.

Interreg Funding

1. We assist the partners with keeping contact vis-à-vis the program.
2. We work proactively to ease the experience for the partners. We ensure that there are models and contracts ready to use to regulate the relationship between the partners in accordance with the program objective.
3. Routines, e.g. time registration.

4. Support, e.g. assistance with questions for the Interreg and continuous coverage of changes in the rules and regulations.

Note that the partners themselves are responsible for keeping to the guidelines. Øresund Greenhouse offers tools, support and information throughout the implementation.

Project Kick-off

1. The initial phase, establish the framework.
2. Partaking in the planning of a Kick-off. Communicate formalities, guidelines and objectives to the parties in the project to give them the context and to create engagement.

Communication

1. Develop a communications plan for the project, by discussing with the partners and the Interreg secretariat.
2. Offer support in the projects communication with the intent to achieve lasting results and to secure the funding after having closed the project.
3. We offer to establish and maintain a webpage for the project.

PROJECT MANAGEMENT

Responsibility: The Partners

1. Strategic planning for the implementation of the activities in accordance with the ambition with the Interreg program's objectives.
2. Making the content of the activities concrete and planning content for workshops etc.
3. Implement the factual contents in the activities.

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