

Interreg



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IPA Bulgaria – Serbia

A photograph of a stone fortress built on a rocky hillside. The fortress has a stone wall in the foreground and a stone tower in the background. The sky is blue with some clouds. A large blue circle is overlaid on the image.

**Практически семинар за
кандидатстване и електронно
подаване**

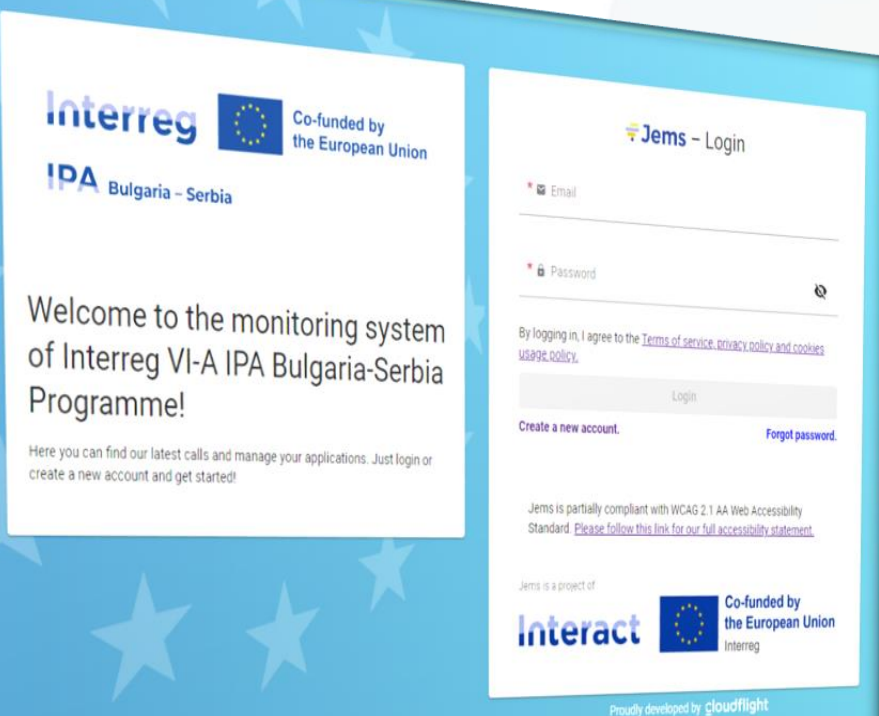
Първи стъпки с Jems!



Jems – система за мониторинг, която подпомага подаването, одобрението, управлението и администрирането на проектите и Програмата.

Работният език на Програмата Интеррег VI-A IPA България - Сърбия е английски и е предварително зададен в Jems. Той не може да бъде променен в рамките на Jems.

Jems е веб платформа, съвместима с веб браузърите Google Chrome, Microsoft Edge и Mozilla Firefox .



Jems – Login

* Email

.

* Password

.



By logging in, I agree to the [Terms of service](#), [privacy policy](#) and [cookies usage policy](#).

Login

[Create a new account](#)

[Forgot password](#)

Jems is partially compliant with WCAG 2.1 AA Web Accessibility Standard. [Please follow this link for our full accessibility statement.](#)

Достъп до Jems

Accessing Jems:


<https://jems-bgrs.mrrb.bg/>

Create new account


* First name

* Last name

* Email

* Password 

10 characters minimum, it should contain at least one upper case letter, one lower case letter and one digit.

k6bkg 

* Please enter the security code

I have read and agree to the [Terms of service, privacy policy and cookies usage policy.](#) *

Cancel Register

Създаване на акаунт

1

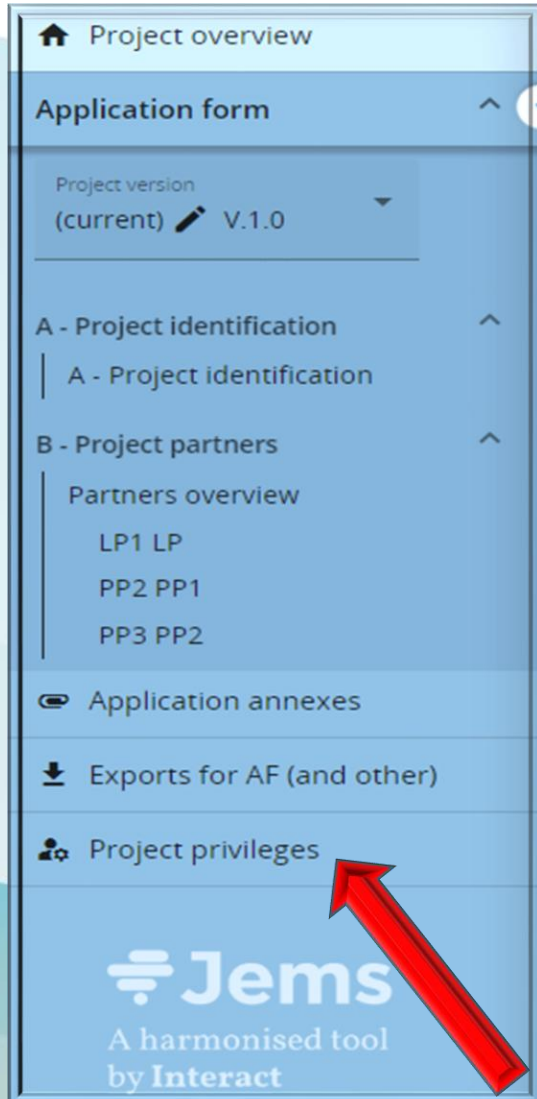
Ако все още не сте се регистрирали, кликнете върху бутона 'Create account'.
Потвърдителен Email с връзка за потвърждение
Всеки кандидат трябва да се регистрира в Jems отделно

2

Ако не сте получили e-mail за потвърждение, проверете папка spam и тогава се свържете с Jems Helpdesk (mis_bgrs@mrrb.government.bg) for assistance.


Project privileges

Водещият кандидат може да даде потребителски права на други кандидати за достъп и четене, промяна или управление на формуляра за кандидатстване.



Project overview

Application form

Project version
(current)  V.1.0

A - Project identification

A - Project identification

B - Project partners

Partners overview

LP1 LP


PP2 PP1

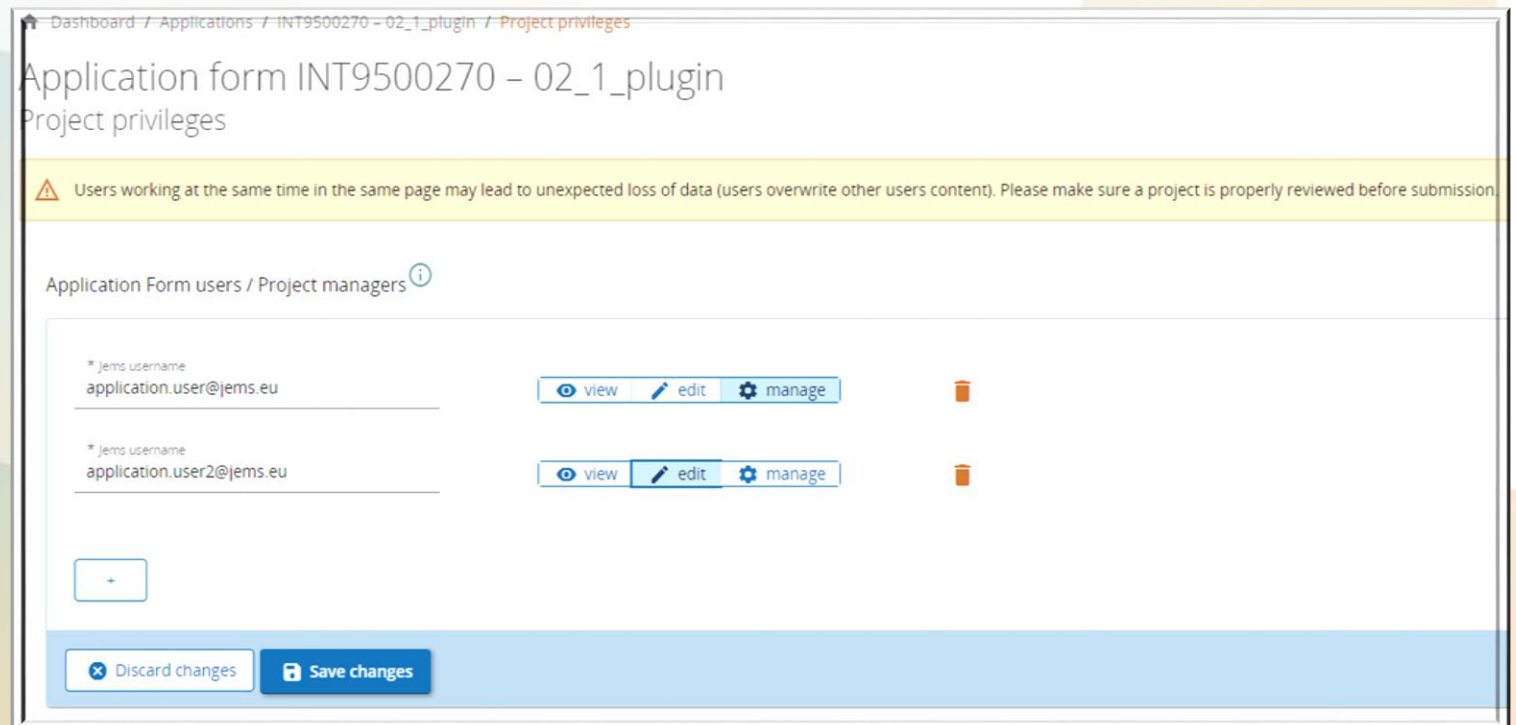
PP3 PP2

Application annexes

Exports for AF (and other)

Project privileges


 **Jems**
A harmonised tool
by Interact












Dashboard / Applications / INT9500270 - 02_1_plugin / Project privileges


Application form INT9500270 - 02_1_plugin



Project privileges

 Users working at the same time in the same page may lead to unexpected loss of data (users overwrite other users content). Please make sure a project is properly reviewed before submission.

Application Form users / Project managers 

* Jems username application.user@jems.eu	 view  edit  manage 
* Jems username application.user2@jems.eu	 view  edit  manage 



 Discard changes  Save changes

Важно: Риск от презаписване на информацията



Applying for Call (concept notes)

IPA Bulgaria – Serbia

1. Upon logging in the user lands on the Dashboard as a start page.

2. Click "Apply" in "Call list" section of dashboard.

3. Insert project acronym (modifiable) and click "Create project application".

N.B.

❑ All fields marked with a red * are mandatory.

❑ The **project ID** is an automatically generated number given by the system.

Call ID	Call Name	Status	Start Date	End Date	Action
105	BG MK0100001	Published	06/09/2023 5:32 PM	07/19/2023 6:00 PM	Apply →
101	Call x	Published	05/30/2023 11:25 AM	07/31/2023 11:25 AM	Apply →
99	Call Iun2023 - First call for REGULAR projects ww	Published	05/29/2023 10:59 PM	07/31/2023 10:59 AM	Apply →
96	Test BL7	Published	05/19/2023 11:38 AM	06/27/2023 11:55 AM	Apply →
95	Test 2 BG POS (upload concept notes)	Published	05/16/2023 2:47 PM	07/20/2023 2:47 PM	Apply →
94	Test Project Report investments And Translations	Published	05/09/2023 9:08 AM	07/31/2023 9:08 AM	Apply →
93	Test BG POS	Published	05/04/2023 9:49 AM	06/30/2023 9:49 AM	Apply →
92	Test1	Published	04/18/2023 3:11 PM	08/16/2023 3:11 PM	Apply →
91	Notifications call	Published	04/25/2023 9:00 AM	12/31/2023 9:00 AM	Apply →
84	Summer call	Published	04/11/2023 4:36 PM	06/30/2023 4:36 PM	Apply →
83	Call May 2023	Published	04/01/2023 8:15 AM	06/30/2023 9:15 AM	Apply →
79	Call tuto	Published	03/28/2023 11:59 AM	05/28/2023 7:05 PM	Apply →
78	Call z	Published	03/28/2023 11:05 AM	03/28/2024 11:05 AM	Apply →
74	TEST LUMP SUMS	Published	03/20/2023 1:00 PM	06/30/2023 1:00 PM	Apply →
64	Certificates Test Call	Published	02/28/2023 8:51 AM	06/30/2023 8:51 AM	Apply →
59	Hello	Published	03/07/2023 12:08 PM	07/13/2023 12:08 PM	Apply →
53	TEST 111 TEST Other	Published	01/22/2023 4:41 PM	09/30/2023 4:41 PM	Apply →
43	CALL test AAAA	Published	01/01/2023 4:28 PM	01/31/2024 4:28 PM	Apply →

Dashboard / Applications / Apply

Create a new project application

Call: 95 – Test 2 BG POS (upload concept notes)

Start date: 05/16/2023
 End date Step 1: Ends 07/20/2023. Time left: 37 days, 0 hours and 54 minutes.
 End date: Ends 07/31/2023. Time left: 48 days, 0 hours and 54 minutes.
[View detailed call information](#)

Create a new project application

Hint: all project data can be changed before submission.

Please provide an abbreviated project name for easier reference in the application form.

* Project acronym

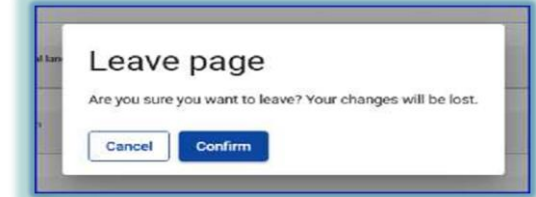
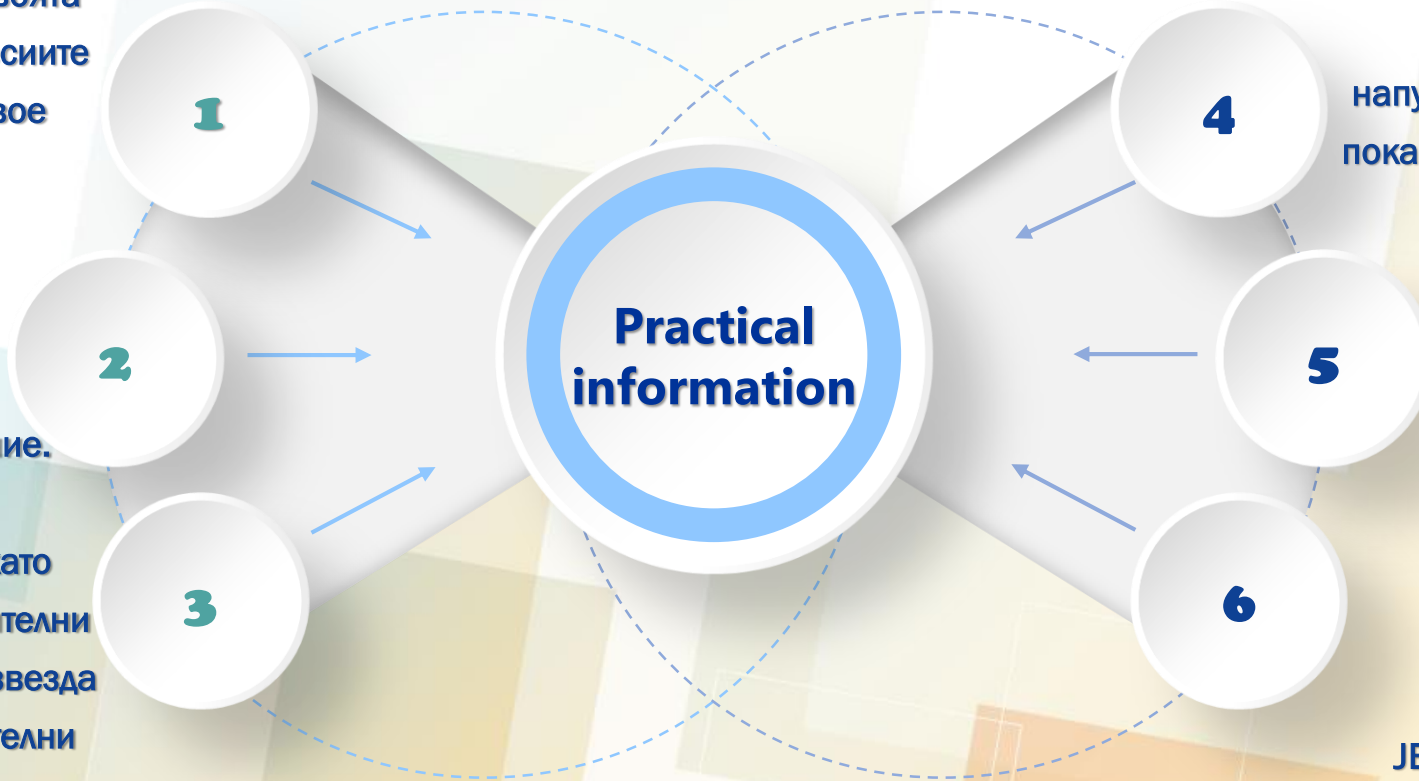
Cancel Create project application →

Практическа информация

JEMS дава възможност на потребителите да запазват своята работа и да възобновяват сесиите за въвеждане на данни по свое усмотрение.

Потребителите ще бъдат автоматично изхвърлени от системата след 60 минути на неактивност без предупреждение.

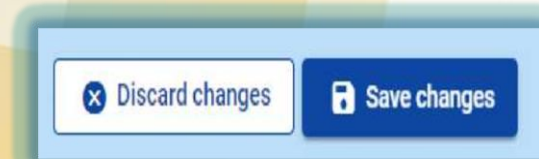
Бутона "SAVE" е неактивен, докато не се попълнят всички задължителни полета (отбелязани с червена звезда *). След като всички задължителни полета вече са попълнени, бутонът "SAVE" ще стане активен.



Промените могат да бъдат запазени или отхвърлени. Ако потребителят напусне страницата без да запази, се показва предупредително съобщение.

В случай, че забравите паролата си, свържете с Help desk на Jems България – Сърбия на e-mail: mis@mrrb.government.bg. В текущата версия на Jems не е налична функцията за повторно задаване на парола

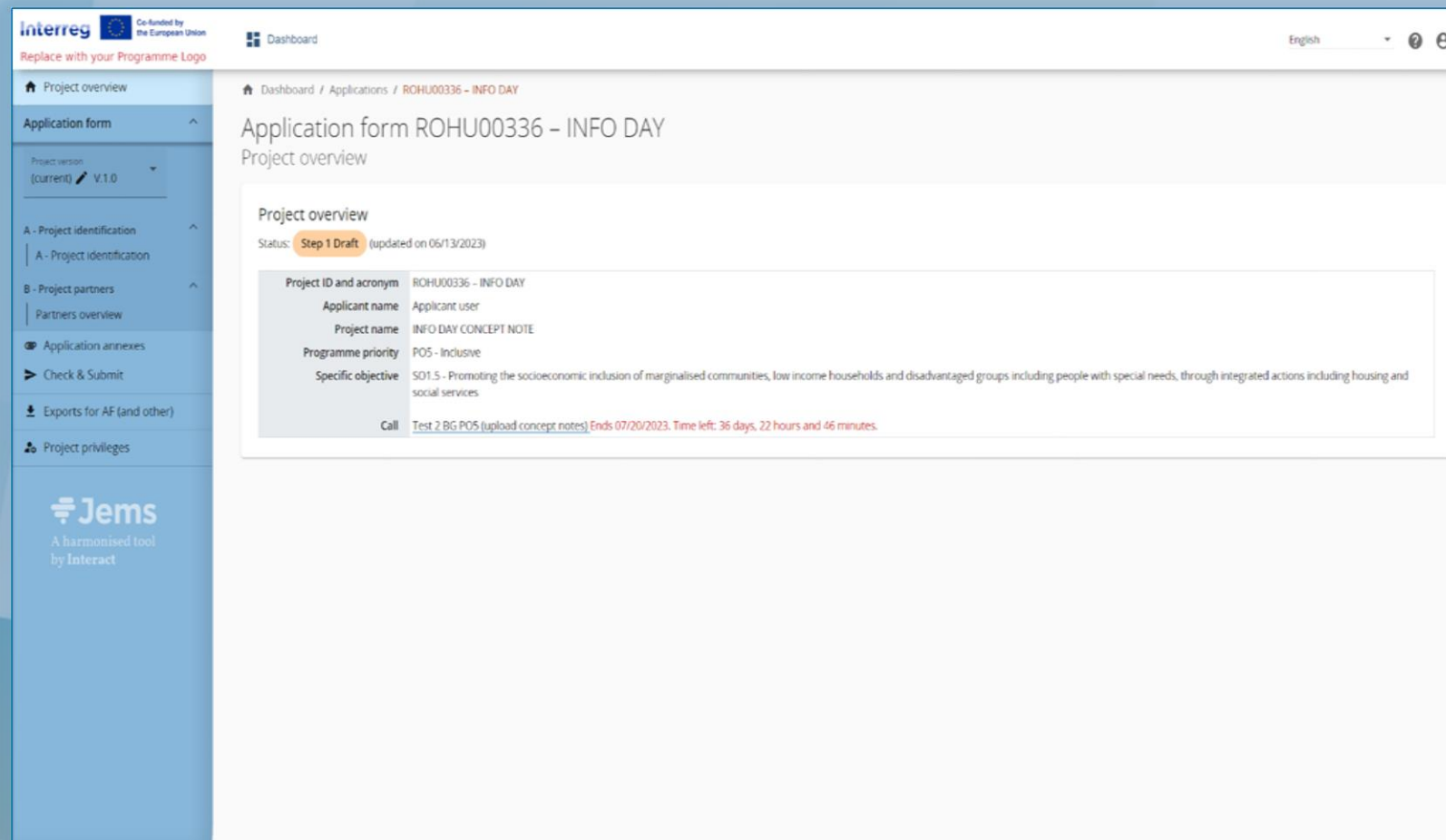
JEMS ще отбележи липсващите полета.



Application Form



Само раздели А и В са видими и задължителни при кандидатстване с concept note.



The screenshot displays the 'Application form ROHU00336 - INFO DAY' interface. The left sidebar contains navigation options: Project overview, Application form (selected), Project version (V.1.0), A - Project identification, B - Project partners, Application annexes, Check & Submit, Exports for AF (and other), and Project privileges. The main content area shows the 'Project overview' for 'ROHU00336 - INFO DAY'. The status is 'Step 1 Draft' (updated on 06/13/2023). The project details are as follows:

Project ID and acronym	ROHU00336 - INFO DAY
Applicant name	Applicant user
Project name	INFO DAY CONCEPT NOTE
Programme priority	POS - Inclusive
Specific objective	SD1.5 - Promoting the socioeconomic inclusion of marginalised communities, low income households and disadvantaged groups including people with special needs, through integrated actions including housing and social services
Call	Test 2 BG POS (upload concept notes) Ends 07/20/2023. Time left: 36 days, 22 hours and 46 minutes.

The AF consists of the following subsections:

- I. Part A Project identification**
- II. Part B - Project partners**

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Dashboard

Replace with your Programme Logo

Project overview

Application form

Project version (current) V.1.0

A - Project identification

B - Project partners

Application annexes

Check & Submit

Exports for AF (and other)

Project privileges

Dashboard / Applications / ROHU00336 – INFO DAY / Project identification

Project version: V.1.0 Step 1 Draft

Application form ROHU00336 – INFO DAY

A - Project identification

A.1 Project identification

* Asterisks indicate information required for saving.

i Please be aware there may be gaps in the numbering of sections, due to the programme's configuration of application form for this call.

Project id (automatically created)
ROHU00336

Project acronym
INFO DAY

Project title

Project duration

Project duration in months	12	/	Default period length in months	3	=	Number of periods	4
----------------------------	----	---	---------------------------------	---	---	-------------------	---

Project priority and specific objective

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Dashboard

Replace with your Programme Logo

Project overview

Application form

Project version (current) V.1.0

A - Project identification

B - Project partners

Application annexes

Check & Submit

Exports for AF (and other)

Project privileges

Dashboard / Applications / ROHU00336 – INFO DAY / Project identification

Project title

Project duration

Project duration in months	12	/	Default period length in months	3	=	Number of periods	4
----------------------------	----	---	---------------------------------	---	---	-------------------	---

Project priority and specific objective

* Programme priority
PO5 - Inclusive

* Specific objectives:

SO1.5: Promoting the socioeconomic inclusion of marginalised communities, low income households and disadvantaged groups including people with special needs, through integrated actions including housing and social services

A.2 Project summary

Please give a short overview of the project and describe:

- the common challenge of the programme area you are jointly tackling in your project;
- the overall objective of the project and the expected change your project will make to the current situation;
- the main outputs you will produce and those who will benefit from them;
- the approach you plan to take and why a cross-border/transnational/inter-regional approach is needed;
- what is new/original about the project.

Summary



Application Form

Part B - Project partners



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Replace with your Programme Logo

Dashboard

Project overview

Application form

Project version (current) V.1.0

A - Project identification

B - Project partners

Partners overview

Application annexes

Check & Submit

Exports for AF (and other)

Project privileges

Jems A harmonised tool by Interact

Dashboard / Applications / ROHU00336 – INFO DAY / Partners overview / Create partner

Project version: V.1.0 Step 1 Draft

Application form ROHU00336 – INFO DAY

Add new partner

B.1.1 Partner identity

* Partner role

Partner Lead partner

* Abbreviated name of the organisation

LP

Name of the organisation in english

LP

Legal and financial information

* Legal status

Public

Discard changes Create

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Replace with your Programme Logo

Dashboard

Project overview

Application form

Project version (current) V.1.0

A - Project identification

B - Project partners

Partners overview

Application annexes

Check & Submit

Exports for AF (and other)

Project privileges

Jems A harmonised tool by Interact

Dashboard / Applications / ROHU00336 – INFO DAY / Partners overview / Create partner

Project version: V.1.0 Step 1 Draft

Application form ROHU00336 – INFO DAY

Add new partner

B.1.1 Partner identity

* Partner role

Partner Lead partner

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LP

Name of the organisation in english

LP

Legal and financial information

* Legal status

Public

Discard changes Create

Application Form

Part B - Project partners

Interreg Co-funded by the European Union

Dashboard

Replace with your Programme Logo

Project overview

Application form

Project version (current) V.1.0

A - Project identification

B - Project partners

Partners overview

LP1 LP

Application annexes

Check & Submit

Exports for AF (and other)

Project privileges

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Dashboard / Applications / ROHU00336 – INFO DAY / Partners overview / LP1 LP

Project version: V.1.0 Step 1 Draft

Application form ROHU00336 – INFO DAY

Lead partner LP

Identity Address Motivation

B.1.2 Partner address

Partner main address

Information about NUTS codes and how to identify your region: <https://ec.europa.eu/eurostat/web/nuts/background>

Country: Bulgaria (BG)

NUTS 2: Severozapaden (BG31)

NUTS 3: Montana (BG312)

City: София

Homepage

Interreg Co-funded by the European Union

Dashboard

Replace with your Programme Logo

Project overview

Application form

Project version (current) V.1.0

A - Project identification

B - Project partners

Partners overview

LP1 LP

Application annexes

Check & Submit

Exports for AF (and other)

Project privileges

Jems A harmonised tool by Interact

Dashboard / Applications / ROHU00336 – INFO DAY / Partners overview / LP1 LP

Project version: V.1.0 Step 1 Draft

Application form ROHU00336 – INFO DAY

Lead partner LP

Identity Address Motivation

B.1.6 Partner motivation and contribution

Which of the organisation's thematic competences and experiences are relevant for the project?

DE EN FR HU

Enter text here

By partnering with us, organizations have the opportunity to:

- Expand their Reach: Partnering with us allows organizations to tap into new markets, customer segments, or geographical areas that they may not have been able to reach independently. Our project provides access to a wider audience, helping partners extend their brand visibility and market presence.
- Enhance their Expertise: Through collaboration, partners can leverage our project's expertise, resources, and technology to enhance their own capabilities. They can gain insights and knowledge from our team and contribute their own expertise, leading to mutual growth and learning.
- Drive Innovation: Our project is at the forefront of innovation in our industry, and partnering with us gives

What is the role (contribution and main activities) of your organisation in the project?

DE EN FR HU

Enter text here

The Agency plays a pivotal role in the project, bringing its unique strengths, resources, and expertise to achieve the project's objectives. Our organization's contribution can be categorized into the following key areas:

1. [Expertise/Area of Specialization]: With our extensive experience and expertise in [specific domain or field], we bring valuable insights and knowledge to the project. Our team comprises highly skilled professionals who have a deep understanding of the challenges and opportunities within this domain. We will leverage this expertise to drive innovation and deliver high-quality outcomes.
2. [Collaborative Approach]: Collaboration is at the core of our organization's values, and we firmly believe in the power of working together to achieve greater impact. We will actively engage in collaborative activities with other project partners, such as regular meetings, knowledge sharing sessions, and joint decision-making processes. Through open and transparent communication, we will foster a collaborative environment that promotes effective teamwork and ensures the alignment of all project stakeholders.
3. [Specific Activities]: Our organization will undertake specific activities within the project that align with our core competencies and responsibilities. These activities may include but are not limited to:

If applicable, describe the organisation's experience in participating in and/or managing EU co-financed projects or other international projects.

DE EN FR HU

Application Annexes

Project overview

Application form

Project version (current) V.1.0

A - Project identification

A - Project identification

B - Project partners

Partners overview

LP1 LP

PP2 PP1

PP3 PP2

Application annexes

Exports for AF (and out)

Project privileges

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Dashboard / Applications / INT9500274 - BG_MK / Application annexes

Application form INT9500274 - BG_RS

Application annexes

Attachments Please refer to user manual to get more details about file management.

Application attachments

Partners

LP1 LP

PP2 PP2

There are no files uploaded.

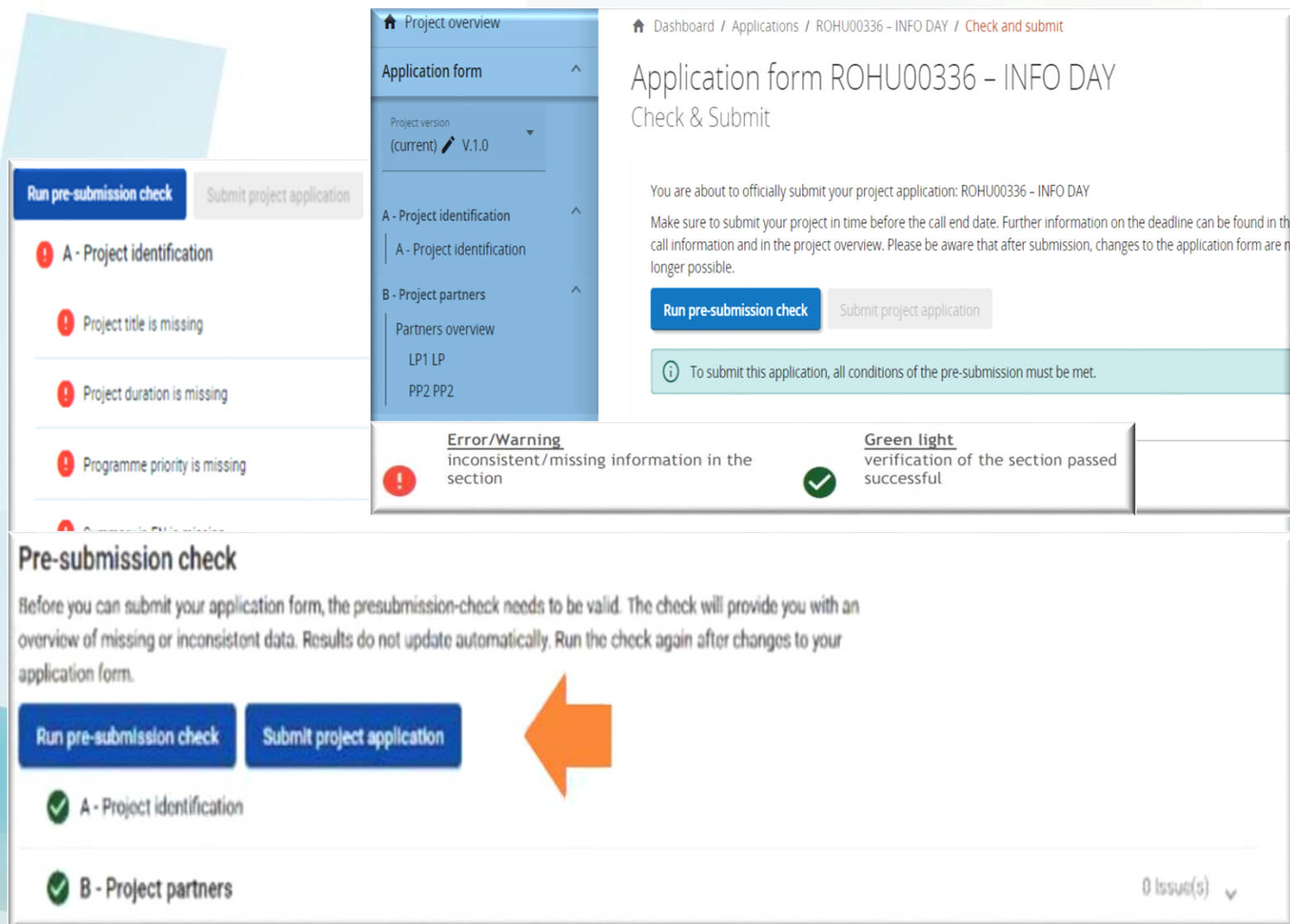
Upload file



Upload the Requested Files :

1. Application form of the concept note (Annex 1).
2. Along with the budget forecast (Annex 1.1).
3. Letter of Commitment (Annex 2) .
4. Project Maturity Development Plan (Annex 3).

Pre-submission checks and Submission of an Application form



The screenshot displays the 'Project overview' page for 'Application form ROHU00336 – INFO DAY'. The left sidebar shows a 'Pre-submission check' section with a list of errors: 'Project title is missing', 'Project duration is missing', and 'Programme priority is missing'. The main content area shows a 'Check & Submit' section with a warning message: 'To submit this application, all conditions of the pre-submission must be met.' Below this, a legend indicates that a red exclamation mark signifies an 'Error/Warning' and a green checkmark signifies a 'Green light'.

Pre-submission check

Before you can submit your application form, the presubmission-check needs to be valid. The check will provide you with an overview of missing or inconsistent data. Results do not update automatically. Run the check again after changes to your application form.

Run pre-submission check **Submit project application**

- ❌ A - Project identification
 - ❌ Project title is missing
 - ❌ Project duration is missing
 - ❌ Programme priority is missing
- ❌ B - Project partners
 - Partners overview
 - LP1 LP
 - PP2 PP2

Run pre-submission check **Submit project application**

ⓘ To submit this application, all conditions of the pre-submission must be met.

Error/Warning inconsistent/missing information in the section

Green light verification of the section passed successful

Run pre-submission check **Submit project application**

✅ A - Project identification

✅ B - Project partners

0 Issue(s) ▾

- За да можете да подадете вашата апликационна форма, трябва да е валидирана предварителната проверка (pre-submission check).
- За кандидатстване с concept note съответните полета от стъпка 1 са обект на автоматична проверка.
- Проверката ще ви даде общ поглед за липсващи или непоследователни данни.
- Резултатите не се актуализират автоматично. Направете проверка отново след направените промени.



THANK YOU
FOR YOUR
ATTENTION

Operational Unit

Interreg



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