



CITTÀ DI VIAREGGIO
AREA 1 ECONOMICO-FINANZIARIA
UFFICIO CONTROLLO DI GESTIONE – FONDI COMUNITARI
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ORARIO D'UFFICIO:
Lunedì/mercoledì 9.00-13.00 / 15.00-17.00
Martedì, giovedì e venerdì 9.00-13.00

ALLEGATO B - Idea progettuale relativa a possibili azioni di sostegno al “Master Plan per lo sviluppo turistico, economico e sociale di Torre del Lago” in coerenza con le previsioni del bando EUI-IA

*Alla Città di Viareggio
Ufficio Controllo di Gestione – Fondi comunitari*

A) Anagrafica partner (compilare in lingua inglese)

Delivery Partner	
Name of organisation (Italian)	<i>[100 Characters]</i>
Name of organisation (English)	<i>[100 Characters]</i>
Organisation type	<i>Please select the organisation type from this list:</i> <ul style="list-style-type: none">• Local public authority• Regional public authority• National public authority• Sectoral agency• Infrastructure and (public) service provider• Interest groups including NGOs• Higher education and research organisations• Education/training centre and school• Enterprise, except SME• SME• Business support organisation• EGTC• International organisation, EEIG• General public• Hospitals and medical centres• Other <i>Note: If 'Other' selected, please specify the type of organisation.</i>
Legal status	
Member State	
Partner description and department/unit/division concerned	<i>[1500 Characters]</i> <i>Provide a short description of the organisation including indicative number of employees and experience in the management and or participation to EU-funded projects. Please list those projects that are of relevance to the topic</i>

	<p>addressed as well as the programmes that have funded them. Provide information on the role of the organisation in the projects listed (Lead Partner, partner, observer, etc.). Please provide a link to the organisation's website.</p> <p>If relevant, list the departments, units and divisions that will be involved in the implementation of the project.</p>
Contact person, legal representative and contact details	<p>Provide the name, title and contact details of the person who will serve as main reference within the organisation during the implementation of the project.</p> <p>Provide the name, title and contact details of the legal representative of the Delivery Partner.</p>
Address, street, post code, town, NUTS2, NUTS3	
VAT number	
VAT recoverable?	yes, no, partly
Staff costs claimed on the basis of ¹ :	<p>Choose between the following cost options:</p> <ul style="list-style-type: none"> - 20% Flat rate (of all direct costs except staff) - Standard unit costs
Competences and experiences in relation to the topic of the Call	<p>[1000 Characters]</p> <p>Describe the main reasons why the organisation should be involved in the implementation of the activity described in Part B as a Delivery Partner (specific competencies and expertise).</p> <p>Demonstrate that the Delivery Partner is best placed to implement the activity.</p>

B) Proposta progettuale (compilare in lingua inglese)

Activity type	Examples: coaching and training, material or immaterial investment, event organisation, study and design, research and development etc.
Start date	01-Jan-2024
End date	Please state
Activity description	<p>Please describe what consists of and how you plan to implement the above activity – alone or in collaboration? With which needed resources? To achieve which results? Etc.</p> <p>[750 characters]</p>
Activity outputs	<p>Please describe</p> <p>[750 characters]</p>

¹ A footnote is needed to explain the difference.

	<i>Example: a training course for young talents dealing with the following topics... and lasting for this number of hours... etc.</i>
Activity KPIs	<i>Please describe, setting an initial and final value for each [750 characters] Examples: number of coaches to be recruited, number of coaching interviews, number of expected training sessions, number of expected beneficiaries etc.</i>
Activity deliverables	<i>Please describe [750 characters] Example: a collection of manuals for the trainees</i>

- An **activity** is a specific task performed for which resources are used. Each activity shall result in a deliverable and/or an output.
- A **deliverable** is a tangible or intangible object delivered as a side-product of the activity and/or an intermediary step in the delivery of a project output.
- An **output** is what has actually been produced as a result of the activity and is a main product of the project. It shall directly contribute to the achievement of project KPI(s).

Breakdown of Partner Budget per Budget Line (please include budget figures and explanations)

Staff Costs (€)	External expertise and services (€)	Equipment (€)
Further information on the eligible costs under this cost category is to be found in the EUI-IA Guidance under Chapter 7.2.1	[200 characters] Further information on the eligible costs under this cost category is to be found in EUI-IA Guidance under Chapter 7.2.4. For example: - Catering for Steering Committee events, - payment of an e-web management platform, - legal consultancy and notarial services, - technical and financial expertise, etc.	[200 characters] Further information on the eligible costs under this cost category is to be found in the EUI-IA Guidance under Chapter 7.2.5. For example: - laboratory equipment and devices, - 3D printer for the vocational centre, - server to manage traffic data, - solar panels, - batteries to store energy, etc.

Note: the minimum total budget must be € 100 000 with a cofinancing guarantee of € 20 000.

Office and administration costs are covered by a flat rate (15%) of the reported staff costs. No description is therefore needed.

Travel and accommodation costs of Partners' employees are automatically covered by a flat rate of 5% of the reported staff costs. No description is therefore needed.

Contribution to project management will be calculated by a flat rate of 1% of the EU grant received.

The EU contributes by 20% of total eligible costs.