

Issues with ERDF and ESF applications

No application has made it through the process without some conditions. The following is a list of issues that have been flagged up by the Managing Authority, during the course of project appraisals, which have given rise to queries and/or pre-contract conditions. These are tabled, together with a list of suggested remedies.

Issue	Remedy
References limited or missing	<ul style="list-style-type: none"> • ITI Strategy. (Linked in each Call). • ESIF Strategy and local priorities (referenced in each Call) • Operational Programme and the Call Specification (linked in each Call)
Finance Information inconsistent across application form and the Cost Profile, Funding Profile & Funding Sources tabs.	Ensure consistency
Procurement – lack of information	At full application stage (Section 9) detailed information is required around the processes of procurement.
CCTs - Limited or no Project Specific CCT policies and Implementation plans submitted with the application	<p>Organisation's policies are not sufficient</p> <p>A project-specific policy and implementation plan needs to be created in respect of E&D and Sustainable Development.</p> <p>Talk to Sue Patton: sue.patton@cornwalldevelopmentcompany.co.uk</p>

<p>Missing Justification of Costs including Simplified Cost Option (Section 5.3 & 5.4)</p>	<ul style="list-style-type: none"> • For each costs item, showing relevant calculations and justification including any research on how the costs have been arrived at • For Hourly rates for staff, justification for each rate
<p>Due Diligence – failure to provide the necessary financial documents for the MA to carry out DD checks.</p>	<p>Ensure professional advice is sought well ahead of the application to ensure all documentation is correct</p>
<p>Logos - Inconsistency in the use of the ESF logo and strapline in presented material. Limited information on how minimum publicity requirements will be met</p>	<p>https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/731312/ESF_Cross_Cutting_Themes_guidance.pdf</p>
<p>State Aid (Section 10) – insufficient information</p>	<p>Applicants need to show that state aid has been considered, including if independent legal advice has been sought, and/or the monitoring arrangements which will be in place to record any aid.</p>
<p>Poor readability</p>	<p>Cutting and pasting make sure the fonts and formatting and the text flow are consistent. Make the assessors life easy as possible! Aim for clarity over style of prose as no marks are awarded for the latter. Favour brevity over War and Peace</p>
<p>Over- commitment on deliverables</p>	<p>Don't pin yourself into stuff you might not be able to deliver just because you think it will get you more brownie points with the assessor eg value for money</p>

Repetition

The assessors are used to seeing the same question asked different ways at difference places in the application form; provide an answer each time the question is asked and don't refer the appraiser to an answer given at a previous section, as the sections may go to different appraisers.