



Draft Working Document¹

SFC2014 EAFRD AIR technical guidance for NRNP

Proposed technical structure and content of Annual Implementation Reports (AIR) for NRNP

Disclaimer:

This draft document does not fully cover the financial and monitoring tables and does not represent the final layout of the AIR for users (AIR report). It is constituted of the technical sections which are needed for encoding of the AIR information

¹ Version of March 2017

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DRAFT

Structure and content of annual implementation reports (Article 75 of Regulation (EU) No 1305/2013)

1. KEY INFORMATION ON IMPLEMENTATION OF THE PROGRAMME AND ITS PRIORITIES

a) Financial Data

Financial implementation data giving a statement of the expenditure incurred and declared in the declarations of expenditure. It shall cover the total incurred public expenditure as well as the financial recoveries and corrections brought by the Member States during the previous calendar year.

[Comment : The aim of this part is to give a good state of play of the financial implementation during the calendar year as well as for all calendar years since 2014. These tables are automatically generated by the SFC2014 system.]

b) Common and programme-specific indicators

Information on NRNP implementation as measured by common and specific indicators. Additional information on the stage of NRNP implementation is provided through data on financial commitments for TA.

Encoding Monitoring Tables (these tables will be retrieved in a separate technical annex by SFC2014):

- Table A: Committed expenditure
- Table B: realized output indicators
- Programme-specific indicators

Key information on NRNP implementation based on data from a) and b) should be covered under section 3

2. THE PROGRESS IN IMPLEMENTING THE EVALUATION PLAN:

a) Description of any modifications made to the evaluation plan in the NRNP during the year, with their justification.

- These modifications may concern: the objectives and purpose of the evaluation plan; the monitoring and evaluation arrangements or governance structures; evaluation topics and activities; data and information management; timeline; communication of evaluation results; and resources foreseen to implement the evaluation plan.
- [A maximum of 14000 characters = approx. 4 pages – Mandatory]

b) A description of the evaluation activities undertaken during the year (in relation to section 3 of the evaluation plan)*.

- Preparing and conducting the activities related to the evaluation of the National Rural Network Programme.
- [A maximum of 14000 characters = approx. 4 pages – Mandatory – Tables, Figures allowed]

c) A description of activities undertaken in relation to the provision and management of data (in relation to section 4 of the evaluation plan)*.

- Identifying data and information needs for evaluation.
 - Screening data and information sources to ensure the application of robust evaluation methods.
 - Gathering/collecting data and information for evaluation.
 - Arrangements to fill the data gaps and collect missing information.
- [A maximum of 7000 characters = approx. 2 pages – Mandatory – Tables, Figures allowed]

d) A list of completed evaluations, including references to where they have been published on-line.

Publisher / Editor [255 characters]	Author(s) [255 characters; separated by semicolons]	Title [500 characters; original language]	Abstract [1000 characters]	URL [Hyperlink; 255 characters]

e) A summary of completed evaluations, focussing on evaluation findings.

- Provide a summary of evaluation findings and mention sources used in brackets:
Summary of evaluation findings (Source X, Source Y...)
- [A maximum of 14000 characters = approx. 4 pages – Mandatory – Figures allowed]

f) A description of communication activities undertaken in relation to publicising evaluation findings (in relation to section 6 of the evaluation plan)*.

WHEN?	WHAT?	WHO?	HOW?	TO WHOM?	HOW MANY?	URL
	Title of communication activity/event & Topic of evaluation findings discussed/disseminated [500 char]	Overall organizer of activity/event [255 char]	Information channels/format used [255 char]	Type of target audience [255 char]	Approximate number of stakeholders reached [number]	[If available; hyperlink; 255 char]

g) Description of the follow-up given to evaluation results (in relation to section 6 of the evaluation plan)*.

Evaluation result relevant for follow-up (Describe finding & mention source in brackets)	Follow-up carried out	Responsible authority for follow-up
[500 characters]	Related to improvement of programme design or implementation [1000 characters]	<i>Managing Authority/ Paying agency/Other</i>

* Reference shall be made to the evaluation plan, any difficulties encountered in implementation shall be described, together with solutions adopted or proposed.

3. STEPS TAKEN TO IMPLEMENT NRN programme

- a) The report shall describe actions taken and state of play as regards the establishment of the NRN and the implementation of its action plan;

Actions taken and state of play as regards establishment of the NRN (governance structure and network support unit)

[A maximum of 7000 characters = approx. 2 page – Mandatory – Figures allowed]

Actions taken and state of play as regards the implementation of the action plan including key information on NRNP implementation based on financial and indicator data established in section 1

- Collections of examples of projects (art. 54 3b(i) of reg. 1305/2013)
- Facilitation of thematic and analytical exchanges (art. 54 3b(ii) of reg. 1305/2013)
- Provision of training and networking to LAG (art. 54 3b(iii) of reg. 1305/2013)
- Provision of networking for advisers and innovation support services (art. 54 3b(iv) of reg. 1305/2013)
- Sharing and dissemination of M&E findings (art. 54 3b(v) of reg. 1305/2013)
- the Network communication plan (art. 54 3b(vi) of reg. 1305/2013)²
- Activities regarding the participation in and contribution to the ENRD (art. 54 3b(vii) of reg. 1305/2013)
- others

[A maximum of 70000 characters = approx. 20 pages – Mandatory – Figures allowed] with sub-sections:

- b) Steps taken to ensure that the programme is publicised (Article 13 of Commission Implementing Regulation (EU) No 808/2014).

[A maximum of 10500 characters = approx. 3 pages – Mandatory – Figures allowed]

- c) NRN activities to support and coordinate regional network activities - if relevant

[A maximum of 10500 characters = approx. 3 pages – Mandatory – Figures allowed]

² To avoid redundancy, this point can be treated under section b: '*Steps taken to ensure that the programme is publicised (Article 13 of Commission Implementing Regulation (EU) No 808/2014)*'.

4. ASSESSMENT OF THE INFORMATION AND PROGRESS TOWARDS ACHIEVING THE OBJECTIVES OF THE PROGRAMME

See specific guidance devoted to evaluation elements of the enhanced AIR 2017

5. IMPLEMENTATION OF ACTIONS TO TAKE INTO ACCOUNT THE PRINCIPLES SET OUT IN ARTICLES 5 and 7 OF REGULATION (EU) NO 1303/2013

This section describes actions implemented in the context of partnership and multi-level governance, of the promotion of equality between men and women and non-discrimination and of the sustainable development

[AIR 2017 and 2019 only]

The AIRs submitted in 2017 and 2019 shall also include the following information:

- a) Promotion of equality between men and women and non-discrimination (Article 7 of Regulation (EU) No 1303/2013)

Where applicable, assessment of actions taken to ensure that equality between men and women and the integration of gender perspective are taken into account and promoted throughout the preparation and implementation of programmes, including in relation to monitoring, reporting and evaluation.

[A maximum of 7000 characters = approx. 2 pages – Mandatory – Figures allowed]

- b) Sustainable development (Article 8 of Regulation (EU) No 1303/2013)

Where applicable, assessment of actions taken to ensure that the objectives and implementation of EAFRD is in line with the principle of sustainable development and with the Union's promotion of the aim of preserving, protecting and improving the environment, as set out in Article 11 and Article 91(1) of the Treaty, taking into account the polluter pays principle. In addition, information is provided on the support for climate change objectives..

[A maximum of 7000 characters = approx. 2 pages – Mandatory – Figures allowed]

- c) The role of the partners referred to in Article 5 of Regulation (EU) No 1303/2013 in the implementation of the programme

Where applicable, assessment of actions taken to ensure that the partners referred to in Article 5(1) of Regulation (EU) No 1303/2013 are involved in the preparation of progress reports and throughout the implementation of programmes, including through participation in the monitoring committees for programmes in accordance with Article 48 of that Regulation and in the activities of the NRN.

[A maximum of 7000 characters = approx. 2 pages – Mandatory – Figures allowed]