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Major Project Submission

PURPOSE OF THIS FUNCTIONALITY

This document describes the different steps and action options at the level of the Commission for the Major Project Submission as described under **Articles 101 and 102(2) of Regulation (EU) No 1303/2013**.

CONCERNED FUNDS

ERDF, CF

USER ROLES AND PERMISSIONS NEEDED

You are an identified user in SFC2014 and you have the role of **EC Operational Agent (ECO)** with update access.

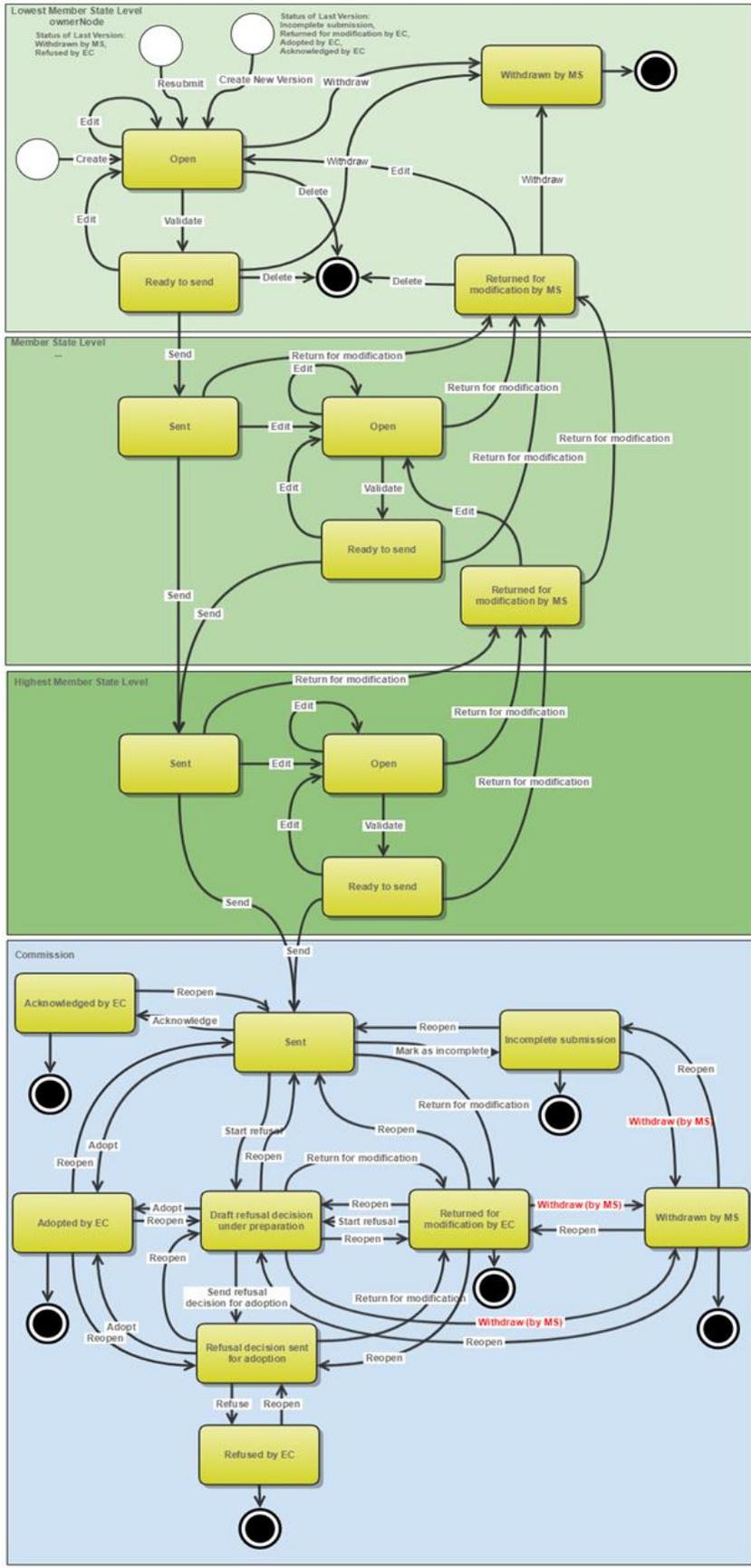
BEFORE YOU START, CHECK THAT...

The Major Project Notification has been sent to the Commission: The status is set to '**SENT**'.

Workflow

This section shows the lifecycle to create and manage the Major Project Submission.

Major Project Submission State Diagram



Documents

Document Types

The following document types will be foreseen:

Description	Internal Code	Direction	Integral	System	Required
EC incomplete submission letter	MP.INC	EC2MS	X		
Official Commission's Observations	MP.APP	EC2MS	X		
Letter to propose Major Project withdrawal	MP.LPW	EC2MS			
Other Commission Document	MP.OC	EC2MS			
Other Commission Internal Document	MP.OI	ECInternal			
Acknowledgment of Receipt	ACK.MPSNT	EC2MS		X	X
EC Acknowledge Comments	MP.ACK	EC2MS	X		

Commission/ARES reference

As a Commission user you can import your document directly from ARES to be uploaded in SFC2014 by entering the ARES reference number in the **Commission Reference** field (in the documents section). The ARES number will be immediately validated.

Confirm approve tacitly x

CCI 2015DE16M1MP002

Version 1.0

Title * **1**

Document date * **2**

Local reference

Commission reference **3**

Attached files

TITLE	LANGUAGE	FILENAME
911506.911508 ACK.PRGST Programme Acknowledgement 2014DE65ISNP001 1.0 de- Programme_Acknowledgement_2014DE65ISNP001_1_0_de.pdf	German	911506.911508 ACK.PRGST Programme Acknowledgement_2014DE65ISNP001_1_0_de.pdf

Do you really want to tacitly approve this major project version?

4
 Yes No

1. Enter the following information:

(1) Enter the *Title*

(2) Enter the *Document Date*

(3) Enter the *Commission Reference* ARES number

The system will detect the document(s) from ARES

(4) Click [Yes](#) to confirm the action

REMARK	<p>If you get an "invalid ARES number" (the number cannot be found in ARES), check the ARES number has been entered correctly: <u>Ares(2017)+digits</u> with no space.</p> <p>If the ARES reference has been entered correctly, then check that the Document has been filed correctly in ARES.</p> <p>If the problem persists, please provide us with the document ARES number, the 'type' of document you are trying to upload in SFC2014, and the CCI of the Programme. We can then verify if there is a problem with the registration.</p>
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Attachments can also be hidden once the Commission Documents have been imported from ARES, so that the receiver will not be able to view them:

Attached files

LANGUAGE	FILENAME	HIDE CONTENT
German	877616.877618 SNP.PRGSNT Programme Snapshot 2014DE05M9OP001 1.0 de-Programme Snapshot 2014DE05M9OP0	<input type="checkbox"/>
English	875368.875370 PRG.EEVA e-admin 1.xps	<input checked="" type="checkbox"/>

2. Scroll right (1) and select the **HIDE CONTENT** option (2) and click on [Update](#) (3) to hide the attached file

Action Options

1. Login to <https://webgate.ec.europa.eu/sfc2014/frontoffice/ui>
2. To access the **MAJOR PROJECT SUBMISSION** section, first click on the **Programming** option in the menu bar (1) and then on the **Major Project Submission (Art. 102(2))** menu item (2).



SHARED FUND MANAGEMENT COMMON SYSTEM

Period 2014-2020 (SFC2014)

European Commission » SFC » SFC2014-FO » **Programming** » Major project submission (Art. 102(2))

Strategic planning Application (EGF) **Programming** Monitoring Commission decision Execution Final report (EGF) Audit Evaluation

Search

CCI

Version

Work version

Title

[Create new major project](#) [Show](#)

CCI	VERSION	S NODE

- Operational programme (IGJ)
- Cooperation programme (ETC)
- Operational programme (FEAD)
- Rural development programme (EAFRD)
- Operational programme (EMFF)
- Cooperation programme (IPA-CB)
- National programme (AMIF,ISF)
- Commission decision
- Designation of authorities (IGJ,ETC,EMFF,IPA-CB,FEAD,AMIF,ISF)
- Transitory designation of authorities (AMIF,ISF)
- Transitory major project
- Major project notification (Art.102(1) and 103)
- Major project submission (Art. 102(2))**
- Other communications
- Communication strategy
- Ex-ante conditionality fulfilment report
- Instrument for Pre-accession Assistance in Rural Development (IPA-RD)
- Transnational cooperation project (EAFRD)
- Transnational cooperation project (EAFRD)
- European innovation partnership (EAFRD)

3. Choose the Major Project Submission version you want from the list in the search screen (1) and click on [Show major project](#) link (2)

European Commission » SFC » SFC2014-FO » Programming » Major project notification (Art.102(1) and 103)

Strategic planning Programming Monitoring Execution Audit Evaluation Closure Anti-fraud Utilities

Search

CCI Status

Version Previous node

Work version Current node

Title Decision

CCI	VERSION	TITLE	STATUS	STATUS DATE	PREVIOUS NODE
2015DE16M1MP002	1.0	MP M1 final workflow	Sent	02-Sep-2015	European Commission
2015DE16CFMP001	1.0	CF MP	Ready to send	28-Aug-2015	Berlin
2015DE16M1MP001	2.0	Test MP_NOT 25/08	Open	28-Aug-2015	Berlin
2015AT16M1MP007	1.0	ERDF+CF Austria MajorProject Test1 (s)	Approved by EC	28-Aug-2015	European Commission
2015DE16M1MP001	1.0	Test MP_NOT 25/08	Approved by EC	27-Aug-2015	European Commission

A number of Action Options are available:

Filter

1 2 3 4

GENERAL

Version information

Title "Gazoci
S.A.
CCI 2017PL

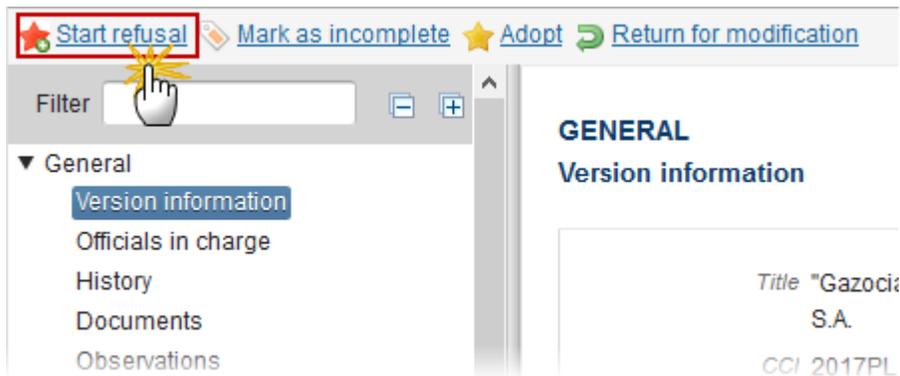
- (1) [Start refusal](#)
- (2) [Mark as incomplete](#)
- (3) [Adopt](#)
- (4) [Return for modification](#)
- (5) [Acknowledge](#)

Start refusal of Major Project Submission

REMARK	<p>This action can occur when an EC user wants to start the refusal process of a Major Project Submission sent by the Member State.</p> <p>The Major Project Submission is in status 'SENT' or 'RETURNED FOR MODIFICATION BY EC' and no more recent version exists.</p>
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An EC User with Update access can start the refusal of the Major Project.

1. Click on the [Start refusal](#) link:



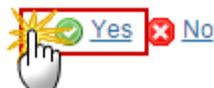
The system will ask you to confirm the action:

Confirm start refusal

CCI 2015AT16RFMP001

Version 1.0

Do you really want to start the refusal process for this major project version?



2. Click [Yes](#) to confirm or [No](#) to return to the Major Project Submission.

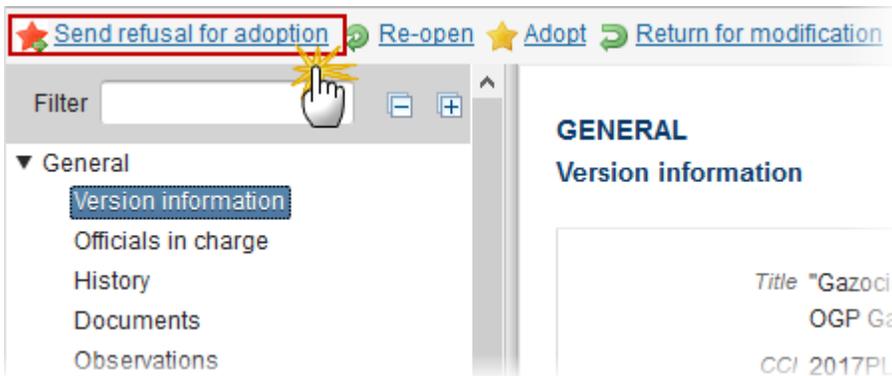
On success, the status will be set to 'DRAFT REFUSAL DECISION UNDER PREPARATION'.

Send Refusal Decision on Major Project Submission for adoption

REMARK	<p>This action can occur when an EC user wants to send the Refusal Decision of a Major Project Submission for adoption.</p> <p>The Major Project is in a status 'DRAFT REFUSAL DECISION UNDER PREPARATION' at the level of the Commission.</p>
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An EC User with Update access can send the Refusal Decision of a Major Project for adoption.

1. Click on the [Send refusal decision for adoption](#) link:



The system will ask you to confirm the action:

Confirm send refusal decision for adoption

CCI 2015AT16RFMP001

Version 1.0

Do you really want to send the refusal decision for this major project version for adoption?



2. Click [Yes](#) to confirm or [No](#) to return to the Major Project Submission.

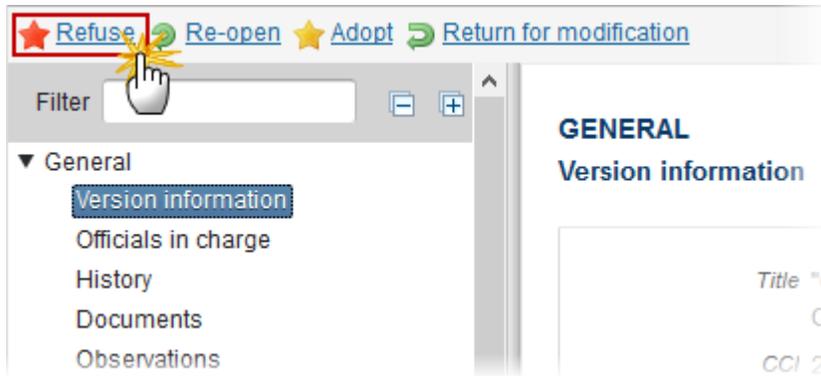
On success, the Major Project Submission version status was set to '**REFUSAL DECISION SENT FOR ADOPTION**'.

Refuse Major Project Submission

REMARK	This action can occur when an EC user wants to refuse a Major Project Submission sent by the Member State. The Major Project is in a status ' REFUSAL DECISION SENT FOR ADOPTION ' at the level of the Commission.
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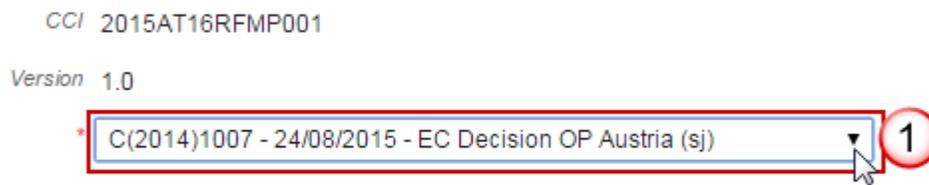
An EC User with Update access can refuse a Major Project.

1. Click on the [Refuse](#) link:



The system will ask you to confirm the refuse action and link to a Commission refusal decision:

Confirm refuse and link to Commission refusal decision



Please select the correct refusal decision from the list and confirm your choice?



- (1) Select the refusal decision from the list
- (2) Click on [YES](#) to confirm the refuse action or on [NO](#) to return to the Major Project Submission

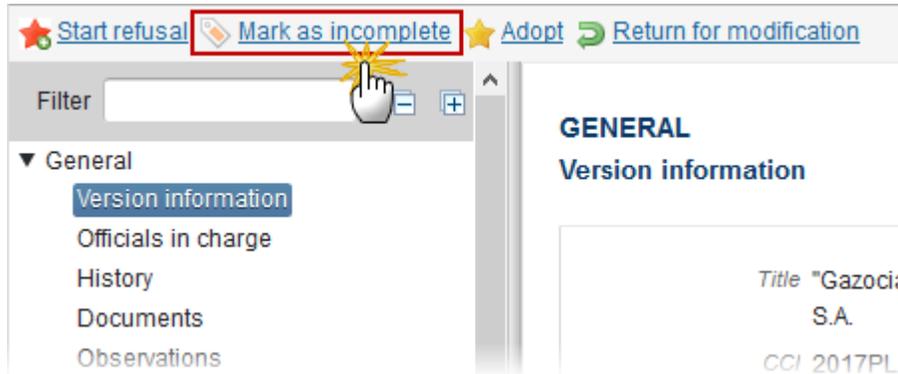
On success, the Major Project Submission version status was set to 'REFUSED BY EC'.

Mark Major Project Submission as incomplete

REMARK	This action can occur when an EC user wants to mark the Major Project version sent by the Member State/Region as incomplete or incorrect and needs to be modified.
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An EC User with Update access can mark as incomplete the Major Project.

1. Click on the [Mark as incomplete](#) link:



The system will ask you to confirm the action:

REMARK	During this action, the EC user can optionally add a document ("EC incomplete submission letter (MP.INC)") with attachments that will be sent together with this action to the Member State.
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Confirm mark as incomplete

CCI 2015AT16M1MP001

Version 1.0

Reason* 1

Title* 2

Document date* 3

Local reference

Commission reference 4

Attached files

5	TITLE	LANGUAGE	FILENAME	
<input type="checkbox"/>	<input type="text" value="Incomplete"/> 6	<input type="text" value="English"/> 7	report.doc	<input type="button" value="Select file to upload"/> 8

Do you really want to mark this major project version as incomplete?



2. Enter the following information:

- (1) Enter the *Reason for the incomplete submission*
 - (2) Enter the *Title*
 - (3) The attachments can be uploaded by entering the ARES number under *Commission Reference*
- OR
- (4) Select the *Document Date*
 - (5) Click on the Add button  to add the document explaining the incomplete submission
 - (6) Enter the document *Title*
 - (7) Enter the document *Language*
 - (8) Select the file from your PC
 - (9) Click [Yes](#) to confirm the action and mark the Major Project as incomplete

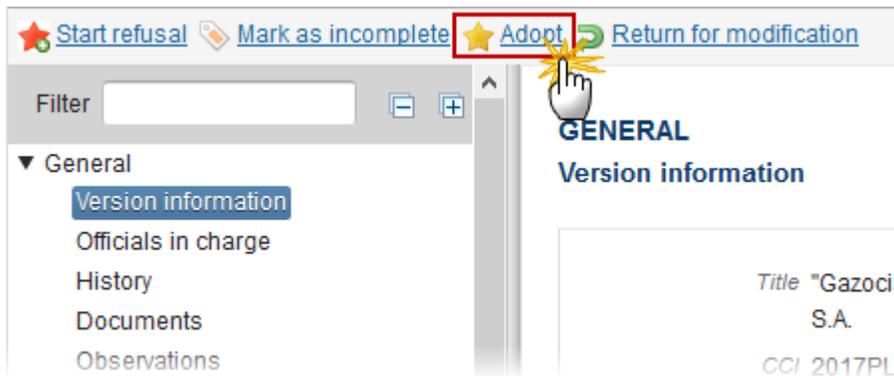
On success, the Major Project Submission has been set in status '**INCOMPLETE SUBMISSION**'.

Adopt Major Project Submission

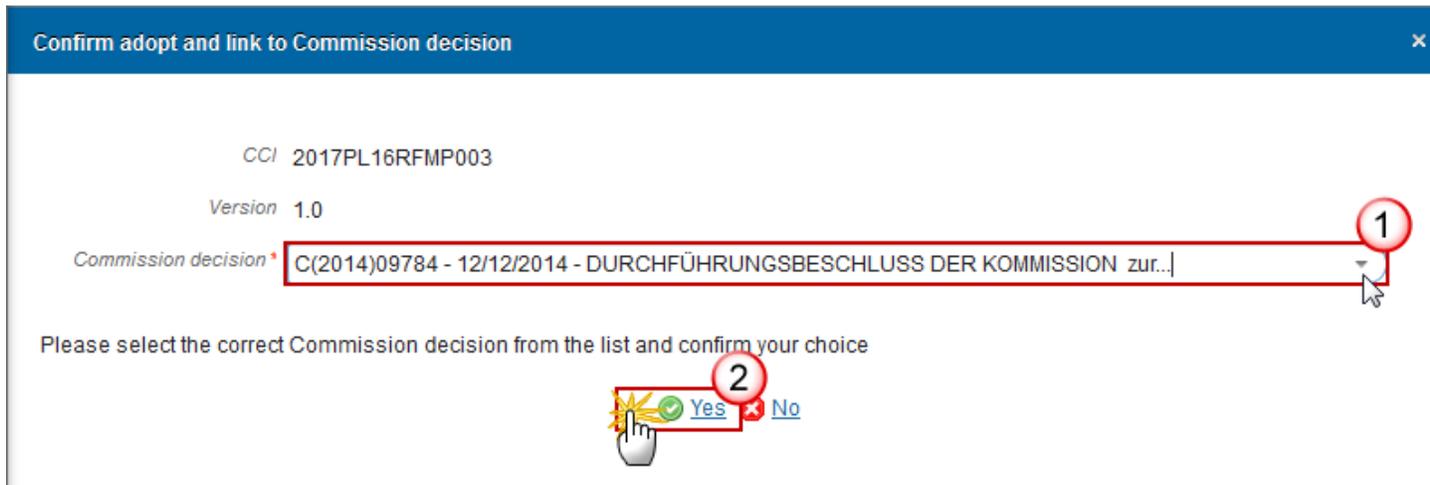
REMARK	<p>This action can occur when an EC user wants to adopt a Major Project Submission sent by the Member State, by linking it to a Commission Decision.</p> <p>The Major Project Submission is in a status 'SENT', 'DRAFT REFUSAL DECISION UNDER PREPARATION' or 'REFUSAL DECISION SENT FOR ADOPTION' at the level of the Commission.</p>
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An EC User with ECOA Update access can approve tacitly a Major Project Submission.

1. Click on the [Adopt](#) link:



The system will ask you to confirm the adopt action:



2. Enter the following information:

- (1) Select the *correct Commission Decision from the list*.
- (2) Click [Yes](#) to confirm the action and adopt the Major Project Submission

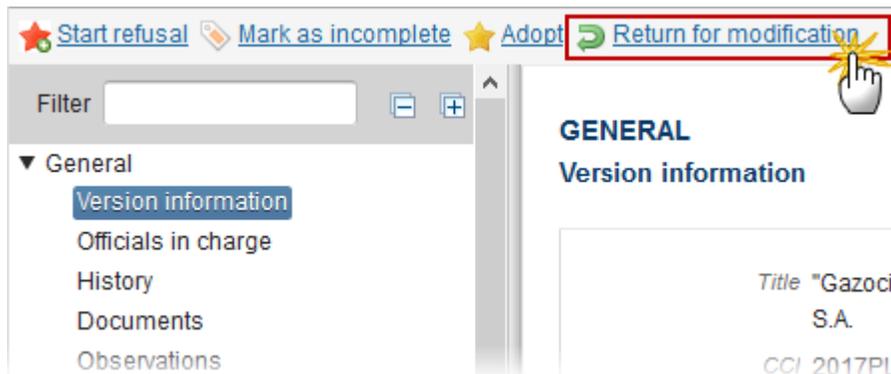
On success, the Major Project Notification version status was set to '**ADOPTED BY EC**'.

Return Major Project Submission for Modification

REMARK	This action can occur when an EC user wants to return the Major Project Submission sent by the Member State/Region because is incomplete or incorrect and needs to be modified. The Major Project Submission is in a status ' SENT ', ' DRAFT REFUSAL DECISION UNDER PREPARATION ' or ' REFUSAL DECISION SENT FOR ADOPTION ' at the level of the Commission.
---------------	--

An EC User with ECOA Update access can return for modification a Major Project Submission.

1. Click on the [Return for modification](#) link:



The system will ask you to confirm the adopt action:

REMARK	During this action, the EC user can optionally add a document ("Official Commission's Observations" (MP.OCO)) with attachments that will be sent together with this action to the Member State.
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Confirm return for modification

CCI 2017PL16RFMP003

Version 1.0

Reason * 1

Document to be sent with this action to the Member State

Title * 2

Document date * 3

Local reference

Commission reference 4

Added files 5

	TITLE	LANGUAGE	FILENAME	
<input type="checkbox"/>	<input type="text" value="Return"/> 6	<input type="text" value="English"/> 7	Report.docx	<input type="text" value="Select file to upload"/> 8

Do you really want to return this major project submission version for modification?

Yes No 9

2. Enter the following information:

(1) Enter the Reason

(2) Enter the Title

(3) Select the Document Date

(4) The attachments can be uploaded by entering the ARES number under Commission Reference

The system will detect the document(s) from ARES and the attachments will be automatically uploaded
OR (to manually upload attachments):

(5) Click on the Add button  to add the document

- (5) Enter the document *Title*
- (6) Select the document *Language*
- (7) Select the file from your PC
- (8) Click [Yes](#) to confirm the action and return the Major Project Submission

On success, the Major Project submission version status was set to '**RETURNED FOR MODIFICATION BY EC**'.

Acknowledge a Major Project Submission

REMARK	<p>This action can occur when the Member State has submitted a modification of a major project submission falling under article 102.2 and there is no need to modify the existing positive Commission decision, and the EC user wants to acknowledge this Major Project Notification Version sent by the Member State</p> <p>The Major Project Notification is in status 'SENT' at the level of the Commission.</p>
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An EC User with Update access can mark acknowledge the Major Project Submission version.

1. Click on the [Acknowledge](#) link.

The system will ask you to confirm the action:

During acknowledge by the Commission, the EC user can optionally add a document '**EC ACKNOWLEDGEMENT COMMENTS**' with attachments that will be send together with the acknowledge action to the Member State.

2. This can be done either by using the Commission Reference ARES number OR by manually uploading the documents.

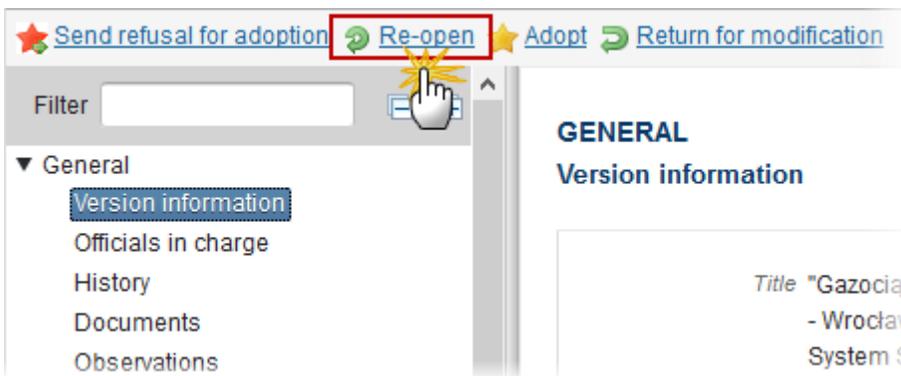
On success, the Major Project Submission version status was set to '**ACKNOWLEDGED BY EC**'.

Reopen the Major Project Submission

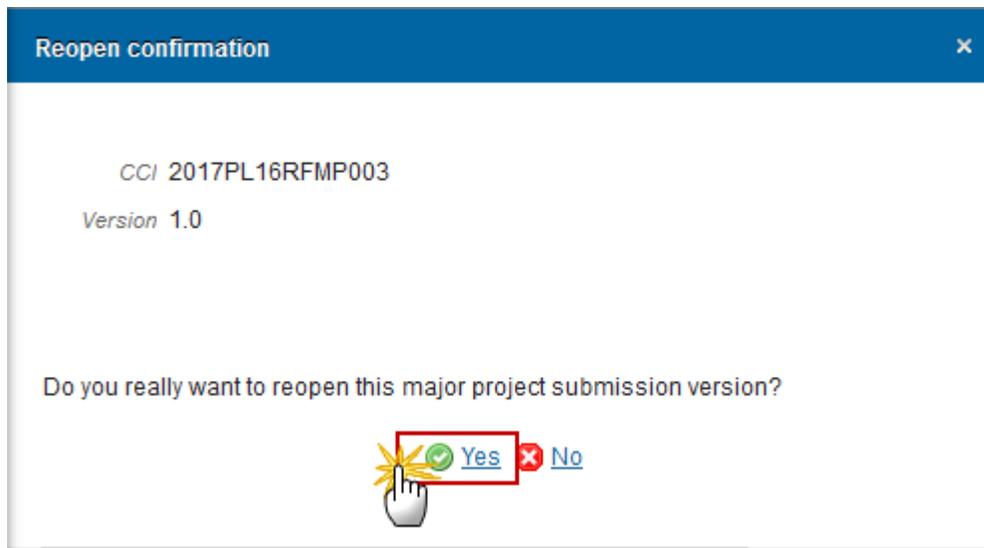
REMARK	<p>This action can occur when an EC user wants to undo the last action performed on the Major Project Submission version by returning to the previous status.</p> <p>The Major Project Submission is in a status 'ADOPTED BY EC', 'INCOMPLETE SUBMISSION', 'ACKNOWLEDGED BY EC', 'WITHDRAWN BY MS', 'DRAFT REFUSAL DECISION UNDER PREPARATION', 'REFUSAL DECISION SENT FOR ADOPTION', 'REFUSED BY EC' or 'RETURNED FOR MODIFICATION BY EC'.</p> <p>No more recent Major Project Version exists.</p>
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An EC User with Update access can reopen the Major Project Submission.

1. Click on the [Reopen](#) link:



The system will ask you to confirm the reopen action:



2. Click [Yes](#) to confirm the reopen or [No](#) to return to the Major Project Submission.

On success, the Major Project Submission has been reopened and its status was set to its previous status.