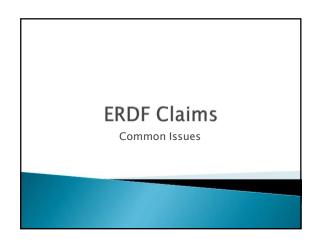
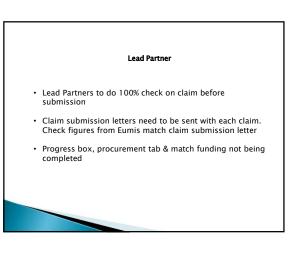
## 17/07/2018





#### Costs

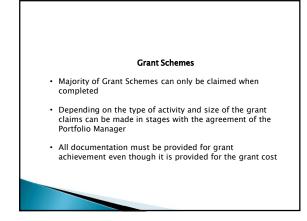
- Clear description of costs and invoice number
- Staff costs clear description of costs being claimed
- Amalgamating costs
- Evidence

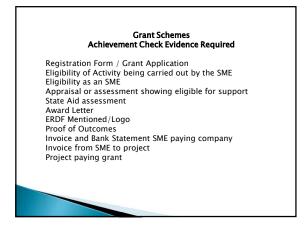
#### State Aid Status

Lead Partners need to demonstrate they have asked about the recipients previous state aid (State Aid Declaration), State Aid Notification and the MA State Aid Team Form.

#### SME Details

LP should be checking and recording SME status i.e number of employees, turnover etc





### 17/07/2018

# Evidencing Non-financial support to enterprises prior to National Rules clarification (ERDF Priority 3)

- The National Rules have been updated to provide clarification on the need to provide a breakdown of 1 day (typically 7 hours) support being provided to enterprises. The National Rules stipulate that this evidence must be certified by the contractor/support provider.
- Going forward the Managing Authority (MA) would expect that LPs put systems in place to meet the requirements detailed in the National Rules.
- The LP must be able to demonstrate that reasonable attempts have been made to secure the necessary certification.
- Where LPs are still unable to provide the certification the MA will accept a statement (on headed paper) from the contractor or the enterprise provided that the support received is clearly detailed and equates to at least 1 day (7 hours). An invoice stating that 1 day of support has been
- An involce stating that I day of support has been provided is not sufficient. This only applies to activity before the revision to the National Rules. For all non-financial support after the revised National Rules it is expected that LPs have the necessary evidence.

#### Achievement Check - 7 Hours - Evidence Required

Registration Form / Application Registration Form / Application Eligibility of Activity being carried out by the SME Eligibility as an SME Appraisal or assessment showing eligible for support State Aid assessment Award Letter ERDF Mentioned/Logo Proof of Outcomes Invoice and Bank Statement 7 Hour Breakdown