



[www.ipa-cbc-programme.eu](http://www.ipa-cbc-programme.eu)

# Interreg - IPA CBC



Greece - Republic of North Macedonia

## JOINT SECRETARIAT



Zoom meeting | May 16, 2022 | hrs.: 10.00 AM Athens



2nd Webinar on Project Implementation for 2nd & 3rd Call beneficiaries



JS Antenna operation & support to IPA beneficiaries



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## ❖ Who We Are?



### ABOUT US

The main role of the Antenna is focused at the national level with responsibilities concerning the implementation of tools and administrative procedures at the Programme and Operation level, concerning project implementation, monitoring, and reporting.

It supports the Programme's communication strategy which defines in detail the necessary information and publicity measures for the communication of the Cooperation Programme

(Regulation (EU) No 1303/2013 and Regulation (EU) No. 447/2014

It supports Programme's potential beneficiaries and IPA project partners in their activities.

## What We Do?



Home

The Antenna acts as the interface between the IPA project beneficiaries in North Macedonia and the Programme bodies..

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01



Support to IPA beneficiaries in the Republic of North Macedonia throughout the period of implementation of operations;

02



Implement information and publicity actions in cooperation with the Joint Secretariat of the Co Operational Programme;

03



Support the Joint Secretariat and the Managing Authority and the National Authority activities as required;

### ❖ INFO MODULE

Request for FLC designation

1

Request for National Co-financing payment

2


Reporting of the irregularity.

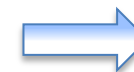
3



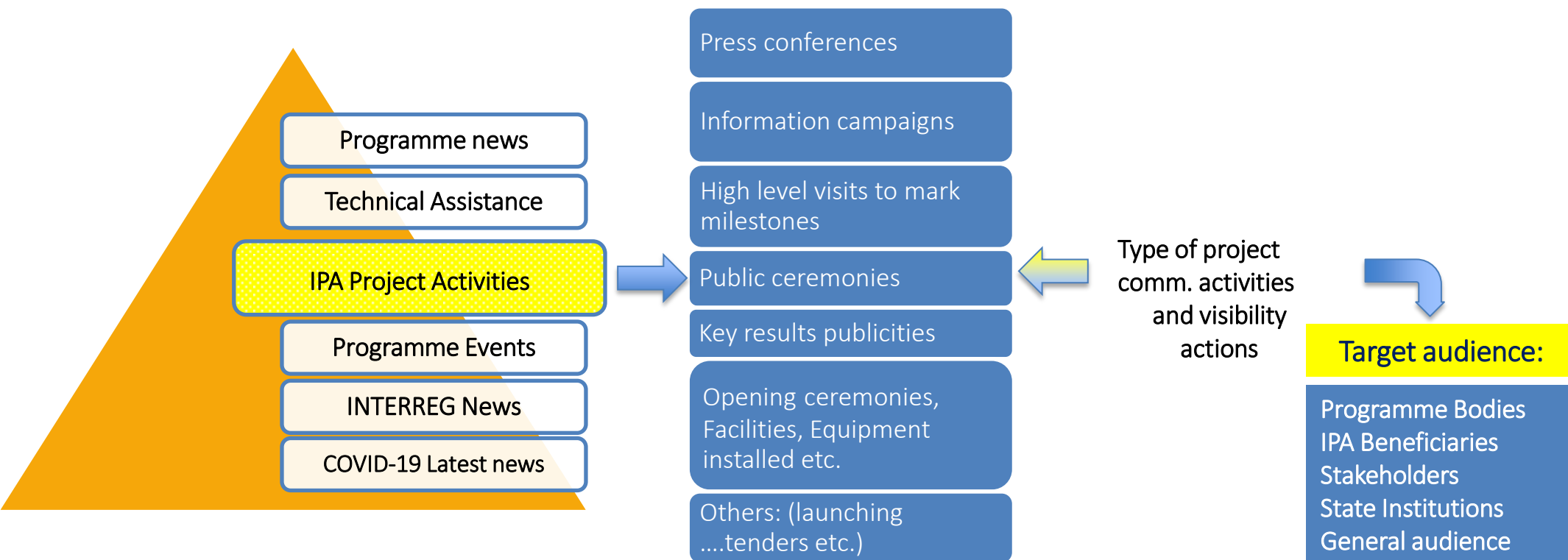
A webinar  
for the IPA  
beneficiaries of  
the 2<sup>nd</sup> & 3<sup>rd</sup> Call  
Projects  
was held on  
April 15<sup>th</sup>  
2022

### ❖ E-newsletters # 12 - follow up activity

- Call for contents of the IPA projects communication activities in a quarterly period
- Issuing e-newsletters and their dissemination via 
- Publishing in the Programme website and in the MLSG's website



≡ 3 languages  
< 400  addresses



<http://www.ipa-cbc-programme.eu/programme-news/>

<http://mls.gov.mk/mk/информации/известувања/2054-newsletter>



### IMPORTANT DATE TO REMEMBER :



### OUR GOAL :

**“Joint activity” with your projects in organizing creative and engaging public event that would show the real results of our Programme.**

## SUCCESS



### SMART PLANNING

Ensuring Work Breakdown Structures & Timelines for the Project.



### PROJECT SCOPE

Determining the deliverables, traceability Matrix, deadlines & Risk factors



### SHARE INFORMATION

Sharing project related information to the Project Leads & Teams



### PROJECT CLOSURE

Ensuring successful completion of the final project deliverables.



### REPORTING PROJECT PROGRESS

Ensuring seamless Project reporting process against budget, schedule & scope



### TASK MANAGEMENT

Allocating tasks to relevant teams and monitor the process for the task life cycles.



Antenna Office  
Bitola



## JS ANTENNA SUPPORT

throughout the period of implementation of your project

- Communication activities
- Promotional materials and Visibility action of your project
- Publishing project news and events via e-newsletters
- IPA procurement guidance
- PRAG procedures and annexes
- Docs./templates provision
- Management verification and national co-financing issues
- Participate in your project seminars and events
- Participate in the tender evaluation process (as an observer)
- On the spot visits to your project

**Telephone & email assistance every working day!**

VISIT US

ANTENNA  
OFFICE



CONTACT US

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