

**TECHNICAL SUPPORT INSTRUMENT (TSI) PROGRAMME
Regulation (EU) 2021/240 (TSI Regulation)[[1]](#footnote-2)**

**REQUEST FOR TECHNICAL SUPPORT[[2]](#endnote-2)**

**(Article 9 of the TSI Regulation)**

**DEADLINE: 31 October 2023**

**To be submitted [by/via]**

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| **Member State:** |  |
| **Type of request:** | **TSI 2024 Flagship technical support project**  |
| **“Public Administration of the future”** |
| **Title of the request:** | [maximum 150 characters] |
| **Order of priority of the request:**  |  |
| **Total number of requests:** |  |
| **Date of submission:** | **dd/mm/yyyy** |

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| **COORDINATING AUTHORITY** |
| **Name** |  |
| **Address** |  |
| **Contact person**  | **[Mr/Ms x, y, z]** |
| **Email**  |  |
| **Telephone number** |  |

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| **RECIPIENT (BENEFICIARY) AUTHORITY** |
| **Name** |  |
| **Address** |  |
| **Contact person**  | **[Mr/Ms x, y, z]** |
| **Position** |  |
| **Email**  |  |
| **Telephone number** |  |

Personal data provided in the request for technical support are processed in accordance with the applicable data protection rules. The privacy statement explaining the processing of personal data can be found in section 7 of record DPR-EC-04667 “Submission and assessments of requests for technical support under the Technical Support Instrument”, at the following link: <https://ec.europa.eu/dpo-register/detail/DPR-EC-04667>

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| **MULTI-COUNTRY REQUEST** |
| **0.1** | **Is this a multi-country request?** **(a multi-country request is a request developed and/or submitted in collaboration with one or more authorities of other Member State(s))** |
| [ ]  Yes[ ]  No |
| This question might be invisible as it is automatically calculated by the platform |
| **0.2** | **Please indicate the type of this multi-country request**  |
| [ ]  The Member State submits this request on its behalf and on behalf of one or several authorities of other Member State(s); or[ ]  One or several authorities of other Member State(s) is/are submitting a similar/same request in parallel to this request, in a coordinated way. |
| **0.3** | **Please indicate the name, email and country of the participating national authorities concerned by this multi-country request.** |
| [BA corresponding to your user should be already displayed by the System, if not please add it to the list] |
| **0.4** | **Member State(s) concerned by this multi-country request.** |
| [This should include your own Member State.] |
| **The below instructions are ONLY for multi-country requests to be submitted “on behalf” of other Member States’ authorities****If you select “*option A: multi-country on behalf” in question 0.2.,*** *the platform will allow the submitting national authority (“Lead authority”), to* ***invite authorities of other Member States*** *(“participating authorities”) to be involved in this project. The invitation to participate in the multi-country request will be sent automatically by the DG REFORM portal to the participating authorities included* ***in the answer to question 0.4.****Once invited, these* ***additional participating authorities will receive the request in their own portal to complete their case-specific information.***The platform will replicate the request submitted by the “lead authority” in the portal page of the participating national authority (invited as per response to question 0.4), as follows: * “Section 1. Description of the problem/need to be addressed” will be empty and must be filled in with country-specific information by each participating authority. This section relates to the information on participating national authority details, and the description of the problem in their national context.
* “**Section 2. Indicative description of the support measures requested** and estimated cost” will be the same for all participating authorities. This section will be filled in by the lead-authority and the information will be automatically replicated with **identical information for all participating authorities**. Only the “lead authority” can edit this section.
* “Section 3. Circumstances of the request” will be empty and must be filled in with country-specific information by each participating authority. This section relates to the information on participating national authority details, and the circumstances of the request in their national context.
* “Section 4. Agreement to communication activities” will be empty and must be filled in with country-specific information by each participating authority. This section relates to the details of the specific activities of the participating national authority.

***In addition,******the Coordinating Authorities (CAs) of the involved Member State(s) will need to validate this participation****.* * The platform will make visible to the “lead authority” the status (draft, submitted, etc) of all the requests of the participants of the multi-country request.
* Participating CAs will have the possibility to prioritize this request.
* CAs of the participating authorities must validate the participation of the Member State in the multi-country request.
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| **1** | **DESCRIPTION OF THE PROBLEM/NEED TO BE ADDRESSED**  |
| **1.1** | **What is the problem/need to be addressed with the support requested?** |
| **This general overview below is intended to help the beneficiary authority describe the specific problems and needs by taking inspiration from the contextual information provided.** **This general overview does not provide any information about the specific situation in the Member State submitting the request, nor about specific needs.****When filling-in the request template online, you are invited to outline your specific problems and needs, taking inspiration from the general overview and adapting it to your context, and to provide any additional information relevant to your specific context.** **General overview:**The capacity and resilience of the public administration in EU Member States is crucial for social fairness, the implementation of Union policies, budget and funds, including the effective implementation of the reforms and investments of the Recovery and Resilience Plans (RRP). Public administrations are also critical in the crisis-preparedness of the EU and its cyber-security. However, public administrations face several challenges to ensure both service delivery to its stakeholders (“business as usual” delivery), but also to prepare for the challenges of the future and adapt to the foreseeable megatrends. Key challenges will impact our societies and require new skills for the workforce to adapt to the changes, in particular:* The unprecedented speed of technological change, including the extended use of artificial intelligence,
* The impact of demographic changes and the increasing skills shortage,
* The increasing complexity of managing policy issues,
* The impact and importance of the green transition and the increasing competition for limited public funds.

Public administration workforces across the European Union are increasingly challenged to source needed skills and ensure fit-for-purpose operating structures to address complex and multi-dimensional challenges. In this effort, public administration competes with the private sector to attract and retain talented professionals, needed for preparing for the challenges of the future. Moreover, the megatrends of the future demonstrate the need to prepare for the future challenges, adapt the ways of working but also the structures enabling the public administration to be resilient and ensure preparedness for future crises. The Covid-19 pandemic in particular has brought to the fore the critical importance of scientific knowledge for effective policy- and decision-making in response to complex crises. Evidence-informed policy-making requires building and connecting capacity for more effective engagement between scientists and policymakers, as well as an enhanced policy coordination and cooperation between different government departments and levels.The objective is to support the EU Member States to ensure high-level performance of their public administrations and to provide a high quality of public services to citizens and businesses. The flagship is fully aligned with the Commission Communication on enhancing the European Administrative Space (ComPAct), which is currently under preparation. The ComPAct, foreshadowed in the Commission Work Programme 2023 and in the Communication on the long-term competitiveness of the EU, will aim at complementing a range of key policies, such as the EU Skills Agenda and the related Year of Skills, the Digital Decade and the Green Deal. In particular, it will help equip public administrations with a full set of tools and approaches to upskill and reskill the public sector workforce and enhance the administrative capacity of regional and local public administrations.*When filling in the template online, please explicitly indicate the needs pertinent to your request.* *For the needs identified, please provide a justification of the specific problems that are relevant to your specific national context in the free text area below.*  |
| [Insert Text; between 350-400 words] |
| **1.2** | **How broad is the problem/need? Does it affect a significant part/sector of the economy or extend across several policy areas (‘spill-over’)?** |
| [Insert Text; between 100-200 words] |
| **1.3** | **How deep or severe is the problem/need? Were there any previous reform efforts? What was the impact of those efforts? What did not work and why?** |
| [Insert Text; between 100-200 words] |
| **1.4** | **How urgent is it to address the problem/need? Is there a specific deadline (at national, regional, European or international level)?** |
| [Insert Text; between 100-200 words] |
| **1.5** | **Provide relevant socio-economic and environmental indicators, data and evidence that demonstrate the extent of the problem/need to be addressed.**  |
| [Insert Text; between 100-150 words] |
| **1.6** | **Have other means / funding (at national, regional, European or international level) been considered for addressing the problem identified? Which ones? If so, what is the complementarity of other funds with the technical support requested?** |
| [Insert Text; between 100-150 words] |

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| **2** | **INDICATIVE DESCRIPTION OF THE SUPPORT MEASURES REQUESTED AND THE ESTIMATED COST** |
| **2.1 a** | **Please indicate the main broad policy area of the support measures requested** |
| Governance and public administration |
| **2.1.b** | **In case there is more than one broad policy area linked to the support measures requested, please indicate a second broad policy area**  |
| [Single Choice: Selection from pre-determined options based on DG REFORM broad policy areas of intervention:* Revenue administration and public financial management
* Sustainable growth and business environment
* Labour market, Education, Health and Social services
* Financial sector and access to finance
* Migration, asylum and border management
* General support to implementation of RRPs]
 |
| **2.1.c** | **Please indicate the topic(s) (or policy actions) of the support measures requested** |
| [Multiple-Choice: Selection from pre-determined options based on [DG REFORM list of topics](https://commission.europa.eu/system/files/2023-07/List%20of%20topics%20for%20TSI%202024%20template.pdf). Maximum: 5 options] |
| **2.2.a** | **Which outcome (concrete change on the ground) would you like to achieve with this project?**  |
| [Insert Text; between 100-200 words] |
| **2.2.b** | **What technical support measures do you request from DG REFORM to support your reform and achieve the outcome specified under point 2.2.a?** |
| **The TSI 2024 flagship technical support project “Public Administration of the future” identifies support measures that you can chose from and that can be tailor-made to your specific context. Additional measures can be added.** **The list of proposed technical measures is intended to help beneficiary authorities describe the requested technical support measures by taking inspiration from the information provided.** **Member States submitting the request are requested to provide their national context as well as a justification for each requested measure, as to how it would help to address the problems identified in section 1.1.** **When filling in the request online, you are invited to only select and describe the technical support measures you are requesting, taking inspiration from the general overview, if you find it helpful, and to provide any additional information relevant to your specific context.****Proposed technical support measures pursuant to Art.8 of the TSI Regulation:**☐ **Component 1 – Attractiveness of the public administration as an employer with the view to hiring and retaining talented professionals**☐ Provision of expertise related to **formulation of strategies for effective human resource management**, including attracting and recruiting professionals, with a special focus on graduates and young people.☐ Provision of expertise related to the **formulation of strategies to retain talent in the public sector**. Retention of current (more specialised) civil servants (flexibility in career development, attractiveness of public sector beyond remuneration, incentive-based policies, values, etc.) and methods to measure the effectiveness of any policy/strategy chosen.☐ Establishment and execution of communication projects, including **awareness raising**, for the rebranding of the public administration as an employer offering career opportunities, flexibility, serving of public interest, values, etc.☐ **Development of guidance** for the implementation of the above strategies.TEXT BOX HERE☐ **Component 2 – Enhanced skills and capabilities for the public administration of the future**☐ Carrying out analysis of existing **competencies and skills in the public sector**, and their use across the job profiles.☐ Provision of expertise related to **formulation of strategic work-force planning for the public sector** (identification of skills required for policy makers, managerial/leadership skills, digital skills, skills for embedding strategic foresight into policy-making, law drafting of digital ready legislation, service delivery, etc.), with a focus on skills for the future for the implementation of large-scale reforms, notably those linked to the RRPs and the digital and green transitions.☐ Carrying out analysis for the **identification of training needs** based on the skills required for the future and the public administration in the digital era.☐ Recommendations for the review of existing opportunities for **upskilling and reskilling of civil servants.** ☐ Provision of expertise related to policy advice for the **design of new training programmes and career development opportunities for civil servants.** TEXT BOX HERE☐ **Component 3 – Review of structure and processes for strategic foresight, evidence-informed policymaking** ☐ Carrying out analyses **mapping public administrations’ business process**, existing capacity for assessing the megatrends of the future through strategic foresight, including lessons learnt from national and regional recommendations☐ Carrying out assessments and proposing r**ecommendations to improve public administrations’ capacity to design, monitor and evaluate public policies** aiming at embedding strategic foresight and evidence-informed policymaking, focusing on: 1. Instructional mechanisms and practices that enable the use of evidence
2. Developing the interaction between public administration and knowledge producing organisation
3. Developing capacity for use of science in policymaking
4. Developing capacity for foresight
5. Tools and strategies for improving access to research for policy makers

TEXT BOX HERE☐ **Component 4 – Technical support to the development of crisis preparedness capabilities and cyber-security**☐ Carrying out analyses **mapping public administrations’ preparedness**, in particular in the context of the Critical Entities Resilience (*CER*) Directive. The objective is to increase the resilience of critical infrastructure and promote cyber-security in the EU Member States. Support will include the mapping of public administrations’ business process and assessment of Member States’ level of preparedness for crisis management, in particular:1. Lessons learnt from national and regional recommendations;
2. Mapping critical infrastructures to make them more resilient;
3. Assessment of cyber-security;
4. Data management and sharing systems for crises;
5. Crisis management and coordination mechanisms.

☐ Provision of expertise related to **policy advice and policy change for the development of coordinated action plans and their implementation**, in particular in the area of cyber-security.TEXT BOX HERE☐ Other [please specify]TEXT BOX HERE*When filling in the request online, please provide additional explanation on the measures requested and how you would envisage those to be delivered and structured*.  |
| **2.3** | **Indicate the possible duration of the support requested and, if available, an indicative timeline of each individual measure.** |
| [Insert Text] |
| **2.4** | **Indicate the estimated total cost of the requested support measures (in EUR).** |
| [Insert number: numerical field only, no spaces, commas, any other characters] |
| **2.4.1** | **Additional information (if known, please provide further explanation and indicative cost estimation for each key output/deliverable).** |
| [Insert Text between 50-100 words] |
| **2.5** | **What would be the indicator(s) to measure that the project was a success?** **Please provide indicators for outputs, outcome, and possibly impact (in the long run). Indicators shall be SMART: Specific, Measurable, Achievable, Relevant, and Time-bound** |
| [Insert Text; between 200-250 words] |
| **2.6** | **If applicable, indicate any envisaged provider or implementing partner of technical support measures (please do not provide names of private providers). Include the reasoning behind and explanations as to their know-how/capacity.** |
| [Insert Text; between 50-100 words] |
| **2.7** | **In case your entity has already received technical support under the SRSP or the TSI in the past, in an area relevant to the reform/support requested, please indicate how your entity has used the results of that support.**  |
| [Insert Text; between 200-250 words] |
| **2.8** | **Provide information on the administrative capacity of the recipient beneficiary authority (i.e., staff availability in relation with the requested support measures and the follow-up on their results). Please describe the team that will be responsible for coordinating/following up the reform and the work of DG REFORM, its selected providers/implementing partners, and other administrative entities (e.g., line ministries, agencies.)**  |
| [Insert Text; between 150-200 words] |
| **2.9** | **Indicate the names of stakeholders (e.g., other Ministries or beneficiaries) that may need to be involved in the design or implementation of the requested support measures.**  |
| [Insert Text; between 50-100 words] |

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| **3**  | **CIRCUMSTANCES OF THE REQUEST** |
| The requested support is linked to: |
| [ ]  | Preparation, implementation, amendment and revision of Recovery and Resilience Plans (RRP) under the Recovery and Resilience Facility (including REPowerEU chapters if relevant) |
| [ ]  | Reforms in the context of economic governance process (e.g., CSR, Country reports, implementation of economic adjustment programmes, etc.) |
| [ ]  | Implementation of Union priorities (e.g., CMU, REPowerEU and European Green Deal, Customs Union, etc.) |
| [ ]  | Implementation of Union law (e.g., infringements) |
| [ ]  | Implementation of Member States’ own reform priorities to support recovery, sustainable economic growth, job creation and enhance resilience |
| **3.1.**  | **Additional information** |
| [Please add relevant explanations as appropriate:i.e. number of the CSR; policy priority; relevant national strategy documents, etc.; additional information on the link to the Recovery and Resilience Plans (RRP) under the Recovery and Resilience Facility (including REPowerEU chapters if relevant) [Insert Text; indicatively between 150-200 words] |
| If *“Preparation, implementation amendment and revision of Recovery and Resilience Plans under the Recovery and Resilience Facility (including REPowerEU chapters if relevant) is selected:* |
| **3.2.**  | **Is there a direct link to the RRP (e.g., direct contribution to the implementation of a reform / investment in the RRP)?** |
| [x]  | Yes, there is a direct link |
| [ ]  | No, there is only an indirect link |
| **3.2.1** | **Please define for which reform/investment of the RRP this request has a direct link to *(add FENIX reference and corresponding deadlines when available)*** |
| If 3.2. is “YES”[Insert Text] |
| **3.2.2**  | **Please describe the indirect link of the requested support to the RRP** |
| If 3.2. is “NO”[Insert Text] |

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| **4** | **AGREEMENT TO COMMUNICATION ACTIVITIES BY BOTH THE COORDINATING AUTHORITY(-IES) AND THE BENEFICIARY AUTHORITY(-IES)** |
| DG REFORM may engage in communication activities to ensure the visibility of EU funding for support measures funded under the Technical Support Instrument. Such communications activities may include, but are not limited to, press releases, publication on the Reform support website, or the publication on the @EU\_reforms tweeter account. |
| **4.1.**  | **Do you agree that the Commission's communication activities may indicate that your entity has submitted this technical support request, as well as the area of the request?** |
| [ ]  | YES |
| [ ]  | NO |
| **4.2.**  | **Should this request be selected, do you agree that the Commission communicates about the support measures?** |
| [ ]  | YES |
| [ ]  | NO |
| If 4.1 or 4.2 is “NO” |
| **4.2.1** | **In case you object to the communication on a support measure, please provide a short justification why you object.** |
| [Insert Text; between 50-100 words] |

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| DISCLAIMERS:Please note that the template request for support is fully subject to the principles governing the TSI Regulation and Regulation (EU) 2018/1046 on the financial rules applicable to the General Budget of the Union. In compliance with the principle of no double funding, the recipient (beneficiary) national authority shall immediately inform the European Commission of other related on-going actions financed by the budget of the European Union. **In no circumstances, shall the European Commission finance the same costs twice.** |
| By submitting this request, the Member State accepts that, should the request for support be selected for funding under the TSI, **the Member State will confirm to the Commission that there is no overlap between the request selected under the TSI and concrete actions funded under other EU instruments and that double funding is not present for this selected request.**  |
| Please note that the Commission shall establish a single online public repository through which it may, subject to applicable rules and on the basis of consultation with the Member States concerned, **make available final studies or reports produced as part of eligible actions set out in the TSI Regulation**. Where justified, the Member States concerned may request that the Commission does not disclose such documents without their prior agreement. |
| In accordance with the Financial Regulation, Regulation (EU, Euratom) No 883/2013 and Council Regulations (EC, Euratom) No 2988/95 (10), (Euratom, EC) No 2185/96 (11) and (EU) 2017/1939, **the financial interests of the Union are to be protected by means of proportionate measures, including measures relating to the prevention, detection, correction and investigation of irregularities, including fraud,** to the recovery of funds lost, wrongly paid or incorrectly used, and, where appropriate, to the imposition of administrative penalties. In accordance with the Financial Regulation, any person or entity receiving Union funds is to fully cooperate in the protection of the financial interests of the Union, grant the necessary rights and access to the Commission, OLAF, the Court of Auditors, and, in respect of those Member States participating in enhanced cooperation pursuant to Regulation (EU) 2017/1939, the EPPO, and ensure that any third parties involved in the implementation of Union funds grant equivalent rights.**The Member States shall counter fraud and any other illegal activities affecting the financial interests of the Union** (Article 325(1) TFEU). Member States shall take the same measures to counter fraud affecting the financial interests of the Union as they take to counter fraud affecting their own financial interests (Article 325(2) TFEU). It is of paramount importance that the providers/implementing partners of support have an equivalent stand against fraud and any other illegal activities affecting the financial interests of the Union. |
| It is to be noted that the support provided is intended to assist the Member State in its efforts to identify suitable investments and reforms [and to develop action plans]. The Member State remains fully responsible for such investments and reforms [and action plans], including their implementation. The provision of the technical support does not commit the Commission in any way to further support, whether financial or otherwise. |
| **For the requests linked with the RRPs**: The provision of the technical support under the TSI is without prejudice to the responsibility of Member States in relation to the fulfilment of relevant milestones and targets of the RRP and is without prejudice to the assessment that the Commission carries out in relation to the Member State’s RRP or any request for payment.  |
| DG REFORM monitors the implementation of the Technical Support Instrument based on a performance reporting system for which data and results are collected in an efficient, effective and timely manner and, where relevant and feasible, in a gender-disaggregated form. To that end, proportionate reporting requirements are imposed on recipients of Union funding. As foreseen in the TSI Regulation, monitoring activities include, but are not limited to, the TSI mid-term and ex-post evaluations. Should this request be selected, the information provided therein may be used for evaluation purposes.  |

**Annex I. Display of multi-country “on behalf” request for participating national authorities (and related Coordinating Authorities)**

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| **Note: The below section is ONLY for multi-country requests to be submitted “on behalf” of other Member States’ authorities** |

**TECHNICAL SUPPORT INSTRUMENT (TSI) PROGRAMME
Regulation (EU) 2021/240 (TSI Regulation)[[3]](#footnote-3)**

**REQUEST FOR TECHNICAL SUPPORT[[4]](#endnote-3)**

**(Article 9 of the TSI Regulation)**

**DEADLINE: 31 October 2023**

**To be submitted [by/via]**

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| **Member State:** |  |
| **Title of the request:** | *The title included by the submitting authority will appear in this section. It won’t be possible to edit the title.* |
| **Order of priority of the request:**  |  |
| **Total number of requests:** |  |

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| **COORDINATING AUTHORITY** |
| **Name** |  |
| **Address** |  |
| **Contact person**  | **[Mr/Ms x, y, z]** |
| **Email**  |  |
| **Telephone number** |  |
| **Endorsement of the CA to this request**  | [ ]  Yes [ ]  No |
| Participating CAs must validate the request for the participation of the authority in the multi-country request. In addition, the participating CA must do so **before** the submitting CA/Member State proceeds for final submission of the request to DG REFORM. |

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| **RECIPIENT (BENEFICIARY) NATIONAL AUTHORITY** |
| **Name** |  |
| **Address** |  |
| **Contact person**  | **[Mr/Ms x, y, z]** |
| **Position** |  |
| **Email**  |  |
| **Telephone number** |  |

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| **1** | **DESCRIPTION OF THE PROBLEM/NEED TO BE ADDRESSED**  |
| Please include information on your own national situation to explain the problem in your context. Each participating national authority must provide their country-specific information. |
| **1.1** | **What is the problem/need to be addressed with the support requested?** |
| [Insert Text; between 350-400 words]Please provide a thorough description of the specific problem/need, identifying:a) the core problem.b) the direct cause(s) of the problem.c) the consequences of the problem, including on the affected population/stakeholders. |
| **1.2** | **How broad is the problem/need? Does it affect a significant part/sector of the economy or extend across several policy areas (‘spill-over’)?** |
| [Insert Text; between 100-200 words] |
| **1.3** | **How deep or severe is the problem/need? Were there any previous reform efforts? What was the impact of those efforts? What did not work and why?** |
| [Insert Text; between 100-200 words] |
| **1.4** | **How urgent is it to address the problem/need? Is there a specific deadline (at national, European or international level)?** |
| [Insert Text; between 100-150 words] |
| **1.5** | **Provide relevant socio-economic and environmental indicators, data and evidence that demonstrate the extent of the problem/need to be addressed. Please make sure that the data provided is related to the problem to be addressed and the support requested.** |
| [Insert Text; between 100-150 words] |
| **1.6** | **Have other means / funding (at national, regional, EU, international level) been considered for addressing the problem identified? Which ones? If so, what is the complementarity of other funds with the technical support requested?** |
| [Insert Text; between 100-150 words] |

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| **2** | **INDICATIVE DESCRIPTION OF THE SUPPORT MEASURES REQUESTED AND THE ESTIMATED COST** |
| **2.1 a** | **Please indicate the main broad policy area of the support measures requested** |
| *[Section filled in by “lead authority”. This section is not editable by other authorities]* |
| **2.1.b** | **In case there is more than one broad policy area linked to the support measures requested, please indicate a second broad policy area**  |
| *[Section filled in by “lead authority”. This section is not editable by other authorities]* |
| **2.1.c** | **Please indicate the topic(s) (or policy actions) of the support measures requested** |
| *[Section filled in by “lead authority”. This section is not editable by other authorities]* |
| **~~2.1.2~~** | **~~Please indicate if this project in case of selection will contribute to the Green and/or Digital transitions~~** |
| *~~[Section filled in by “lead authority”. This section is not editable by other authorities]~~* |
| **2.2.a** | **Which outcome (concrete change on the ground) would you like to achieve with this project?**  |
| *[Section filled in by “lead authority”. This section is not editable by other authorities]* |
| **2.2.b** | **What outputs/deliverables and technical support measures do you request from DG REFORM to support your reform and achieve the outcome specified under point 2.2.a?**1. **What key outputs/deliverables would you like to achieve with the support of DG REFORM?**
2. **Please describe how these outputs and deliverables will contribute to achieve the outcome?**
3. **For each of the outputs/deliverables envisaged, indicate the key activities to be delivered (i.e., workshops, training, study visits, etc.). For a full list of eligible actions, please see Article 8 of the** [**TSI Regulation**](https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=OJ:L:2021:057:FULL&from=EN)**.**
 |
| *[Section filled in by “lead authority”. This section is not editable by other authorities]* |
| **2.3** | **Indicate the possible duration of the support requested and, if available, an indicative timeline of each individual measure.** |
| *[Section filled in by “lead authority”. This section is not editable by other authorities]* |
| **2.4** | **Indicate the estimated total cost of the support measures requested (in EUR).** |
| *[Section filled in by “lead authority”. This section is not editable by other authorities]* |
| **2.4.1** | **Additional information (if known, please provide further explanation and indicative cost estimation for each key output/deliverable).** |
| *[Section filled in by “lead authority”. This section is not editable by other authorities]* |
| **2.5** | **What would be the indicator(s) to measure that the project was a success?** **Please provide indicators for outputs, outcome, and possibly impact (in the long run). Indicators shall be SMART: Specific, Measurable, Achievable, Relevant, and Time-bound** |
| *[Section filled in by “lead authority”. This section is not editable by other authorities]* |
| **2.6** | **If applicable, indicate any envisaged provider or implementing partner of technical support measures (please do not provide names of private providers). Include the reasoning behind and explanations as to their know-how/capacity.** |
| *[Section filled in by “lead authority”. This section is not editable by other authorities]* |
| **2.7** | **In case your entity has already received technical support under the SRSP or the TSI in the past, in an area relevant to the reform/support requested, please indicate how your entity has used the results of that support.**  |
| [Insert Text; between 100-150 words] |
| **2.8** | **Provide information on the administrative capacity of the recipient beneficiary authority (i.e., staff availability in relation with the requested support measures and the follow-up on their results). Please describe the team that will be responsible for coordinating/following up the reform and the work of DG REFORM, its selected providers/implementing partners, and other administrative entities (e.g., line ministries, agencies.)** |
| [Insert Text; between 100-150 words] |
| **2.9** | **Indicate the names of stakeholders (e.g., other Ministries or beneficiaries) which may need to be involved in the design or implementation of the requested support measures.**  |
| [Insert Text; between 100-150 words] |

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| **3**  | **CIRCUMSTANCES OF THE REQUEST** |
| Please include information on your own national situation to explain the circumstances in your context. Each participating national authority must provide their country-specific information.The requested support is linked to: |
| [ ]  | Preparation, implementation, amendment and revision of Recovery and Resilience Plans (RRP) under the Recovery and Resilience Facility (including REPowerEU chapters if relevant) |
| [ ]  | Reforms in the context of economic governance process (e.g., CSR, Country reports, implementation of economic adjustment programmes, etc.) |
| [ ]  | Implementation of Union priorities (e.g., CMU, REPowerEU and European Green Deal, Customs Union, etc.) |
| [ ]  | Implementation of Union law (e.g., infringements) |
| [ ]  | Implementation of Member States’ own reform priorities to support recovery, sustainable economic growth, job creation and enhance resilience |
| **3.1.**  | **Additional information** |
| [Please add relevant explanations as appropriate:i.e. number of the CSR; policy priority; relevant national strategy documents, etc.; additional information on the link to the Recovery and Resilience Plans (RRP) under the Recovery and Resilience Facility (including REPowerEU chapters if relevant) [Insert Text; indicatively between 150-200 words] |
| If *“Preparation, implementation amendment and revision of Recovery and Resilience Plans under the Recovery and Resilience Facility (including REPowerEU chapters if relevant) is selected:* |
| **3.2.**  | **Is there a direct link to the RRP (e.g. direct contribution to the implementation of a reform / investment in the RRP)?** |
| [x]  | Yes, there is a direct link |
| [ ]  | No, there is only an indirect link |
| **3.2.1** | **Please define for which reform/investment of the RRP this request has a direct link to *(add FENIX reference and corresponding deadlines when available)*** |
| If 3.2. is “YES”[Insert Text] |
| **3.2.2**  | **Please describe the indirect link of the requested support to the RRP** |
| If 3.2. is “NO”[Insert Text] |

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| **4** | **AGREEMENT TO COMMUNICATION ACTIVITIES BY BOTH THE COORDINATING AUTHORITY(-IES) AND THE BENEFICIARY AUTHORITY(-IES)** |
| DG REFORM may engage in communication activities to ensure the visibility of EU funding for support measures funded under the Technical Support Instrument. Such communications activities may include, but are not limited to, press releases, publication on the Reform support website, or the publication on the @EU\_reforms tweeter account.Please include information on your own national situation to explain your agreement to communication activities. Each participating national authority must provide their country-specific information. |
| **4.1.**  | **Do you agree that the Commission's communication activities may indicate that your entity has submitted this technical support request, as well as the area of the request?** |
| [ ]  | YES |
| [ ]  | NO |
| **4.2.**  | **Should this request be selected, do you agree that the Commission communicates about the support measures?** |
| [ ]  | YES |
| [ ]  | NO |
| If 4.1 or 4.2 is “NO” |
| **4.2.1** | **In case you object to the communication on a support measure, please provide a short justification why you object.** |
| [Insert Text; between 50-100 words] |

1. Regulation (EU) 2021/240 of the European Parliament and of the Council of 10 February 2021 establishing a Technical Support Instrument, OJ L 57, 18.2.2021, p. 1–16. [↑](#footnote-ref-2)
2. **Should a Member State wish to submit a request for special measures under urgency (Article 12(7) of the TSI Regulation), it should contact DG REFORM at** **REFORM-TSI@ec.europa.eu** **for the relevant template. Please note that** the request for special measures under urgency should be filled in **only if** there are **serious grounds of urgency requiring an immediate response**. The special measures that may be provided under urgency will only be interim support (for a maximum of six months), and could be replaced by support measures that are to be provided under normal circumstances according to the procedure of annual calls under the TSI Regulation. If the Member State concerned wishes to continue receiving support under the TSI, after the special measures expire, the standard request will need to be submitted according to Article 9 of the TSI Regulation. [↑](#endnote-ref-2)
3. Regulation (EU) 2021/240 of the European Parliament and of the Council of 10 February 2021 establishing a Technical Support Instrument, OJ L 57, 18.2.2021, p. 1–16. [↑](#footnote-ref-3)
4. **Should a Member State wish to submit a request for special measures under urgency (Article 12(7) of the TSI Regulation), it should contact DG REFORM at** **REFORM-TSI@ec.europa.eu** **for the relevant template. Please note that** the request for special measures under urgency should be filled in **only if** there are **serious grounds of urgency requiring an immediate response**. The special measures that may be provided under urgency will only be interim support (for a maximum of six months), and could be replaced by support measures that are to be provided under normal circumstances according to the procedure of annual calls under the TSI Regulation. If the Member State concerned wishes to continue receiving support under the TSI, after the special measures expire, the standard request will need to be submitted according to Article 9 of the TSI Regulation.

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| DISCLAIMERS:Please note that the template request for support is fully subject to the principles governing the TSI Regulation and Regulation (EU) 2018/1046 on the financial rules applicable to the General Budget of the Union. In compliance with the principle of no double funding, the recipient (beneficiary) national authority shall immediately inform the European Commission of other related on-going actions financed by the budget of the European Union. **In no circumstances, shall the European Commission finance the same costs twice.** |
| By submitting this request, the Member State accepts that, should the request for support be selected for funding under the TSI, **the Member State will confirm to the Commission that there is no overlap between the request selected under the TSI and concrete actions funded under other EU instruments and that double funding is not present for this selected request.**  |
| Please note that the Commission shall establish a single online public repository through which it may, subject to applicable rules and on the basis of consultation with the Member States concerned, **make available final studies or reports produced as part of eligible actions set out in the TSI Regulation**. Where justified, the Member States concerned may request that the Commission does not disclose such documents without their prior agreement. |
| In accordance with the Financial Regulation, Regulation (EU, Euratom) No 883/2013 and Council Regulations (EC, Euratom) No 2988/95 (10), (Euratom, EC) No 2185/96 (11) and (EU) 2017/1939, **the financial interests of the Union are to be protected by means of proportionate measures, including measures relating to the prevention, detection, correction and investigation of irregularities, including fraud,** to the recovery of funds lost, wrongly paid or incorrectly used, and, where appropriate, to the imposition of administrative penalties. In accordance with the Financial Regulation, any person or entity receiving Union funds is to fully cooperate in the protection of the financial interests of the Union, grant the necessary rights and access to the Commission, OLAF, the Court of Auditors, and, in respect of those Member States participating in enhanced cooperation pursuant to Regulation (EU) 2017/1939, the EPPO, and ensure that any third parties involved in the implementation of Union funds grant equivalent rights.**The Member States shall counter fraud and any other illegal activities affecting the financial interests of the Union** (Article 325(1) TFEU). Member States shall take the same measures to counter fraud affecting the financial interests of the Union as they take to counter fraud affecting their own financial interests (Article 325(2) TFEU). It is of paramount importance that the providers/implementing partners of support have an equivalent stand against fraud and any other illegal activities affecting the financial interests of the Union. |
| It is to be noted that the support provided is intended to assist the Member State in its efforts to identify suitable investments and reforms [and to develop action plans]. The Member State remains fully responsible for such investments and reforms [and action plans], including their implementation. The provision of the technical support does not commit the Commission in any way to further support, whether financial or otherwise. |
| **For the requests linked with the RRPs**: The provision of the technical support under the TSI is without prejudice to the responsibility of Member States in relation to the fulfilment of relevant milestones and targets of the RRP and is without prejudice to the assessment that the Commission carries out in relation to the Member State’s RRP or any request for payment.  |
| DG REFORM monitors the implementation of the Technical Support Instrument based on a performance reporting system for which data and results are collected in an efficient, effective and timely manner and, where relevant and feasible, in a gender-disaggregated form. To that end, proportionate reporting requirements are imposed on recipients of Union funding. As foreseen in the TSI Regulation, monitoring activities include, but are not limited to, the TSI mid-term and ex-post evaluations. Should this request be selected, the information provided therein may be used for evaluation purposes.  |

 [↑](#endnote-ref-3)