



Submit and Update Project Level Information

GrACE User Manual for Programme Operators and Fund Operators

Version 3.0, April 2022

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1. Introduction

As mentioned in the Results Guideline¹, the Programme Operators and Fund Operators are responsible for submitting specific Project Level Information (PLI) to FMO.

The purpose of submitting Project Level Information to FMO is twofold:

- The Project Level Information constitutes a valuable source for compiling key statistics on the Grants implementation progress
- The project summary and the additional information will be used for communicating about the Grants

The Project Level Information will be submitted in GrACE by the Programme Operator (PO) and Fund Operator (FO) for their programme in 2 steps:

- Initial registration: this includes initial information about the project available once the project is contracted. This information must be submitted within 14 days after the project is contracted. The information shall be updated in case any changes occur in time.
- Final registration: this includes results-related information available once the project is completed and the final project report is finalised. This information must be submitted within 14 days after the project report was finalised.

The functionality to register the Project Level Information in GrACE is developed based on the PLI Template². For additional information about the terms used for reporting this information, please consult the Results Reporting Guide³ section 6 on Project Information.

For further help and support, please contact grace.support@efta.int. This user manual and other manuals can be found at our website <https://eeagrants.org/gracemanuals>, be sure to check in sometimes for updated versions.

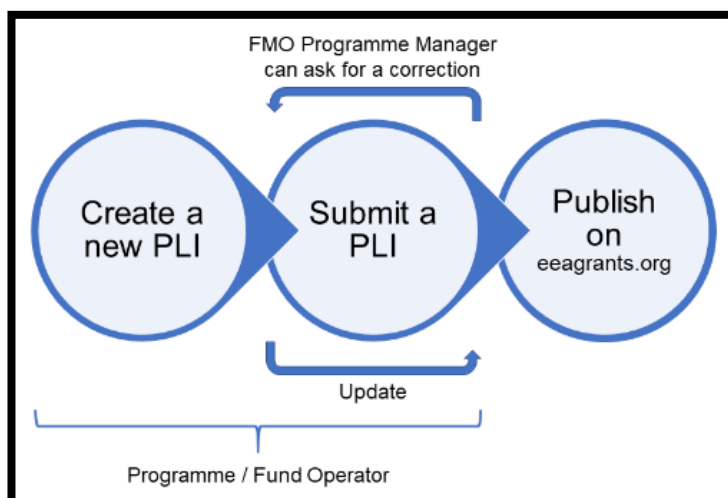
2. Project Level Information (PLI) in GrACE

Once the project is contracted, the Programme/Fund Operator can register the section Initial registration in GrACE. It is possible to update the information previously registered as many times as needed.

Note: To register information related to projects resulting from calls, the related Call information should previously be registered in GrACE.

The information you submit via the PLI will automatically be published on eeagrants.org without any FMO review. The FMO Programme Manager has the possibility to review the information and ask for corrections after the PLI is submitted. Once the project is completed and the final project report is finalised, the Programme/Fund Operator can register the section Final registration in GrACE.

The picture displays a visual representation of the workflow:



¹ <https://eeagrants.org/resources/2014-2021-results-guideline>

² <https://eeagrants.org/resources/eea-and-norway-grants-2014-2021-project-level-information-template>

³ <https://eeagrants.org/resources/eea-and-norway-grants-2014-2021-results-reporting-guide>

3. Create a new PLI

As a user from Programme/Fund Operator organisations, you will create a PLI from the Project Level Information link in your programme:

- Enter your programme from the main menu dashboard under **My programmes**
- Once in the programme, click the **Project Level Information** (1) link under Modalities in the Programme
- To create a new PLI, click on the button **Create new** (2)

Cultural Entrepreneurship, Heritage and Cooperation

MoU data | Documents | Irregularity Cases | Results Framework | Payments | Calls | **Project Level Information** | Bilateral Initiatives

Project level information

Create new (2) | Import/Update PLI from Excel

Project code	Project internal ID	Project title	Financial mechanisms	Project promoter	Project grant	Project signature date	Last updated
No entries found							

4. Fill-in the section “Initial registration”

The system will open the form to register the PLI and you can start filling in the section Initial registration. The information is classified in sub-sections, each being expanded or collapsed using the buttons “+” or “-”:

- Initial registration: project title, project internal ID, financial mechanism, and project URL
- Project details: project grant, grant rate, level co-financing, eligible expenditure, project promoter organisation, implementation modality and related call
- Project partners: donors project partners and other project partners, if any
- Project content: project outcome(s) and summary, sector code and sub sector code, project target group, policy makers, and project location
- Project timeline: project signature date and project eligibility end date
- Bilateral summary (displayed only if a donor project partner was registered above): What level of involvement do you foresee for your donor project partner(s)?, How was the cooperation established?, and Estimated amount

You have the possibility to register some of the information in the form, **Save** your progress and return later to continue filling in the form.

Initial registration

Project identification

* Project title

Project internal ID

Beneficiary state
Bulgaria

Project URL

Financial Mechanism/s
EEA Grants

+ Project details

+ Project partners

+ Project content

+ Project timeline

Cancel | Save

Please consult the Results Reporting Guide⁴ section 6 on Project Information and the PLI Template⁵ for guidance on how to fill in the fields.

The tooltips from GrACE can provide additional guidance on how to fill-in some fields. To check for tooltips, you can hover with your mouse on the respective field.

The screenshot shows the 'Project identification' section of a form. A tooltip is displayed over the 'Project internal ID' field, stating: 'This is a project ID that the PO or the FO can use in case there is already a reference in a local system.' The tooltip is a blue box with white text. The form fields include: '* Project title' (with an asterisk), 'Project internal ID', and 'Beneficiary state' (with 'Romania' selected).

There are a few mandatory fields to fill out before saving the project information. These are marked with an asterisk, *: **Project title** and the related **Call** (unless the Implementation Modality was set to Predefined).

Other fields are optional to save the information while some are prefilled and cannot be changed (such as Beneficiary State or Financial Mechanism, unless the programme is receiving funds from both EEA Grants and Norway Grants, and you need to choose one).

The screenshot shows the 'Project identification' section of a form. Several fields are highlighted with red boxes: '* Project title', 'Project internal ID', 'Beneficiary state' (with 'Country' selected), and 'Financial Mechanism/s' (with 'EEA Grants' selected). The form also includes 'Project URL' and 'Beneficiary state'.

NB: New from April 2022 are mandatory fields under the Project details concerning the Russian invasion of Ukraine. If you hover over the text, a tooltip will display.

The screenshot shows the 'Project details' section of a form. Two new mandatory fields are highlighted with red arrows: '* Does this project include activities related to dealing with the consequences of the Russian invasion?' and '* Amount of project grant earmarked for activities related to dealing with the consequences of the Russian invasion'. The form also includes fields for 'Project grant', 'Project grant rate', 'Project level co-financing', 'Project eligible expenditure', 'Project promoter organisation', 'Project promoter e-mail', 'Implementation modality', and '* Call'.

Warning: When filling in the project promoter and donor project partner organisation, you have the possibility to create new organisations in case they are not already registered in GrACE. Please search the list first and do not create new organisations unless it's necessary.

⁴ <https://eeagrants.org/resources/eea-and-norway-grants-2014-2021-results-reporting-guide>

⁵ <https://eeagrants.org/resources/eea-and-norway-grants-2014-2021-project-level-information-template>

After clicking on the **Save** button, the PLI changes status to **Draft** (accessible/visible only to the author and the users from the organisation). The project information registered so far will receive a project code generated by GrACE. Example: Programme Short Name-0001 for the first project registered, Programme Short Name-0002 for the second project registered, etc.

You can edit the PLI as many times as needed with the **Edit** button.

The screenshot shows the 'Project Level Information' section of a form. A red box highlights the text 'Programme short name -0001'. Another red box highlights the word 'Draft' in the top right corner. Below 'Draft' are the labels 'Not marked for review', 'Not Reviewed', and 'Not Published'. At the bottom right, a blue 'Edit' button is highlighted with a red box. The 'Initial registration' section is visible below, with a plus icon and a minus icon on the left.

5. Submit a PLI

After clicking **Save** the first time, the option **Submit** will be available alongside **Save** the next time you **Edit** the project information. While **Save** is only recording the information registered so far, clicking **Submit** will submit the information to FMO and therefore enable FMO to see the Project Level Information.

The screenshot shows the 'Initial registration' section of a form. It lists several expandable sections: 'Project identification', 'Project details', 'Project partners', 'Project content', and 'Project timeline'. At the bottom right, there are three buttons: 'Cancel' (grey), 'Save' (white), and 'Submit' (blue), with the 'Submit' button highlighted by a red box.

The system will notify you which fields are required for submission:

The screenshot shows the 'Project details' section of a form. Three fields are highlighted with red boxes and labeled 'Required for submission': 'Project grant' (with a '€' symbol), 'Project grant rate' (with a '%' symbol), and 'Project promoter organisation' (a dropdown menu). Other fields include 'Project level co-financing' (with a '€' symbol) and 'Implementation modality' (with the value 'Call / Small Grants Scheme'). The 'Project partners' and 'Project content' sections are collapsed.

The system will not allow you to **Submit** the PLI without filling in the required fields, and will notify you of the missing fields:

Missing "Project grant" in "Project details"

"Project promoter organisation" is not selected in "Project details"

At least one outcome must be selected in "Project content"

Missing "Summary" in "Project content"

Missing "Sector code" in "Project content"

Missing "Sector sub code" in "Project content"

Missing "Project target group" in "Project content"

Missing policy marker "Gender Equality" in "Project content"

Missing policy marker "Roma inclusion and empowerment" in "Project content"

Missing policy marker "Social inclusion of vulnerable groups other than Roma" in "Project content"

Missing policy marker "Anti-discrimination" in "Project content"

Missing policy marker "Transparency and anti-corruption" in "Project content"

Missing "Project location" in "Project content"

The **Bilateral summary** section appears if you registered at least one donor project partner in the **Project partners** section. Donor project partners and the bilateral information represent valuable information to report about the Grants, therefore please make sure to register the Donor Project Partners, if any.

- Project partners

<p>Donor project partner country(s)</p> <p><input checked="" type="checkbox"/> Iceland</p> <p><input type="checkbox"/> Liechtenstein</p> <p><input type="checkbox"/> Norway</p> <p>Are there any other partners involved in the project (Beneficiary State or international organisations)? <input type="checkbox"/></p>	<p>Donor project partner organisation(s)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Donor Project partner organisation</td> <td style="text-align: center; padding: 2px;"></td> </tr> <tr> <td colspan="2" style="padding: 2px;">Select</td> </tr> </table> <p style="text-align: center;">-</p> <p style="text-align: center;">-</p>	Donor Project partner organisation		Select	
Donor Project partner organisation					
Select					

+ Project content

+ Project timeline

+ Bilateral summary

When all the required data is registered, you can submit the PLI to FMO. Once the submission is successful the Internal status of the PLI is set to **Submitted**.

On the right side of the PLI form, the Internal status will tell you if the specific project related information is published or not. You can also find this information about all projects in the **Project Level Information** link under Modalities in the Programme.

Project Level Information

EDUCATION-0014

Submitted
Not marked for review
Not Reviewed
Published

Initial registration Final registration

Initial registration Edit

Please make sure the project summary is of good quality and that related project information such as organisations, project grant and dates are correct.

6. Update information on a submitted PLI

You can **Update** the PLI previously submitted to FMO as many times as needed. In the following two situations you should update the PLI:

- when important changes occurred in the project implementation and the data previously submitted to GrACE needs to be updated
- if requested by the FMO Programme Manager (see the next section for more details)

To update a PLI previously submitted:

1. Click on the specific PLI code in the PLI link in your programme, and click **Edit** once you are in the PLI form
2. Edit the fields which requires update
3. Click **Save** once you finished the registration

Once you clicked **Save**, the information inserted will replace the information previously submitted. In the same manner as for the first submission, the system will notify you of missing fields. After a successful update, the status of the PLI changes to **Updated**. The information will automatically be published on eeagrants.org if the update concerns the information displayed there.

Project Level Information

EDUCATION-0041

Updated
Not marked for review
Not Reviewed
Published

Initial registration Final registration

Initial registration Edit

7. Correction of a PLI

The FMO Programme Manager may decide to review one or more PLIs. After a review, s/he can request a correction of the PLI if considered necessary. If s/he asks for a correction, the status of the PLI will change to **Waiting for correction**.

Project level information										
Create new		Import/Update PLI from Excel		Search				View Options		
	Project code	Project internal ID	Project title	Financial mechanisms	Project promoter	Project grant	Project signature date	Last updated	Internal status	
<input type="radio"/>	+	INNOVATION-0017	2019/104718	Project	Norway Grants	Promoter	€ 600,000.00	20.12.2019	12.03.2020 19:45:44	Waiting for correction
<input type="radio"/>	+	INNOVATION-0016	2019/104686	SoundVison	Norway Grants	Promoter 2	€ 600,000.00	20.12.2019	12.03.2020 19:44:52	Submitted
<input type="radio"/>	+	INNOVATION-0015	2019/104723	Project New	Norway Grants	Promoter 3	€ 620,000.00	28.11.2019	12.03.2020 19:43:53	Submitted

Once the FMO Programme Manager requests a correction, a new task is created and assigned to the main contact from the Programme Operator or Fund Operator organisation.

The task can refer to one or multiple PLI(s). It will include the Project code(s) of the PLI(s) to be corrected. In the **Comment** column you can find more details about the correction required.

GRACE FUNDING PERIOD 2014-2021				
My tasks				
	Task Name	Context	Planned end date	Document
<input type="radio"/>	Make corrections to PLI(s)	INNOVATION		PLI Correction on INNOVATION-0017

You can edit the PLI as many times as needed in the manner described in Update information on a submitted PLI. The PLI status will remain **Waiting for correction**. While the PLI status is **Waiting for correction**, the PLI will not be published on eeagrants.org.

Project Level Information	
EDUCATION-0012 EDUCATION	Waiting for correction Not marked for review Not Reviewed Not Published
Initial registration	Final registration
Initial registration	Edit

After completing all the updates, you will inform the FMO Programme Managers that the changes have been applied by completing the task **Make corrections to PLI(s)**. Select the action **Submit PLI correction** (1) and click the **Submit** button (2).

Task: Make corrections to PLI(s) In progress

Details | Comments (0)

Workflow
Correction on PLI Workflow (RO-EDUCATION)

Assignee
(Programme Operator)

Task description
-

Main document
PLI Correction 14.05.2020

Secondary documents
None

Other documents
None

Actions
Submit PLI correction 1
Write your comments here...
Submit 2

Document: PLI Correction on RO-EDUCATION-0001, RO-EDUCATION-0003

General data

Comment
Please check the summary in line with the indications from Results Reporting Guide (<https://eeagrants.org/resources/eea-and-norway-grants-2014-2021-results-reporting-guide>)

Project code	Project title	Project internal ID	Last updated
EDUCATION-0003			11.05.2020 12:13
EDUCATION-0001			07.05.2020 14:35

After submitting the task, the PLI status will change to **Updated**. The FMO Programme Manager is notified via e-mail that the PLI has been updated.

As mentioned before, the FMO Programme Manager can decide to review some of the PLI or just to mark them to review them later. You can see this information on the right side of the PLI form, or for all projects in the list from the PLI link under Modalities in the Programme.

Project Level Information

EDUCATION-0012
EDUCATION

Updated
Marked for review
Not Reviewed
Published

Initial registration Final registration

Initial registration Edit

8. Fill-in the section “Final registration”

Once the final Project report is finalised, as a Programme Operator or Fund Operator you will fill-in the data from the section **Final registration**. To start filling in the final information about the project, you will switch to the **Final registration** tab in the PLI form and change Project contract status from **Signed** to any of the other options (1). You will fill-in the information in the sections below and at the end click **Save** (2).

The screenshot shows the 'Final registration' section of the PLI form. At the top, under 'Project Level Information', the project ID is 'INNOVATION-0017' and the category is 'INNOVATION'. On the right, there are status indicators: 'Updated', 'Not marked for review', 'Not Reviewed', and 'Published'. Below this, the 'Final registration' section is active. A tooltip indicates: 'Select the status of the project: Signed, Terminated, Partially Completed or Completed.' A red arrow labeled '1' points to the 'Project contract status' dropdown menu, which is currently set to 'Signed'. Below the dropdown, there is a table for 'Donor project partner' with two rows: 'Project Partner 1' and 'Project Partner 2', both with a 'Final amount (EUR)' of '€ 0.00'. At the bottom right, there are 'Cancel' and 'Save' buttons. A red arrow labeled '2' points to the 'Save' button.

You can choose between the following Project contract statuses:

- **Signed:** this is the default status once you submit the Initial registration to FMO.
- **Terminated:** use this in case of project contract termination. This applies before the project reaches its planned end date.
- **Partially completed:** use when the activities planned in the project contract have not been completed when due. This applies once the project has already reached its planned end date.
- **Completed:** the activities planned in the project contract have been completed and the final project report has been approved.

After changing the project contract status, you will fill-in the following sections:

- Project finalisation details: activities end date, final project grant (automatically calculated based on the information you submitted in IFRs in the Incurred section for this project) and final project eligible expenditure.
- Project results: results summary, your opinion if the project can be considered good practice, bilateral results summary, and additional bilateral information.

When fill-in these sections, note that:

- The bilateral related fields will be displayed only if there was at least one donor project partner registered in Project partner section in the Initial registration.
- If the project status is Terminated or Partially completed, the section Project results will be displayed only if you check that there were results achieved in the section Project finalisation details.

NB: New from April 2022 are mandatory fields under the Project details concerning the Russian invasion of Ukraine. If you hover over the text, a tooltip will display.

– Project results

* Results summary

This field is required.

Good practice To what extent are the positive effects of the project likely to continue after the funding period?

* How many people benefited directly from the activities related to dealing with the consequences of the Russian invasion?

This field is required.

Bilateral results summary

9. Import/Update PLIs from Excel

As a Programme Operator or Fund Operator you can import or update multiple PLIs at once using Excel. Go to the **Project Level Information** link (1) and click the button **Import/Update PLI from Excel** (2).

FUNDING PERIOD 2014-2021

Programmes > CULTURE

Search for programmes and countries:

Programme

Cultural Entrepreneurship, Heritage and Cooperation Programme implementation

MoU data	Programme roles	Programme Agreement	Agreement Modifications	Agreement Conditions	Documents	Irregularity Cases	Contacts	Budget	Workflows
Results Framework	Payments	Bank Accounts	Cells	Project Level Information	Bilateral Initiatives	Risk Assessment	Annual Programme Reports	Assessments	

Project level information

Create new **Import/Update PLI from Excel** View Options

<input type="radio"/>	Project code	Project internal ID	Project title	Financial mechanisms	Project promoter	Project grant	Project signature date	Last updated	Internal status	Published
No entries found										

After clicking this option, you will choose between **Import New PLI(s)** or **Update existing PLI(s)**.

In case you plan to **Import new PLI(s)**, please make sure to **Download the example .xlsx file** before you continue:

Import/Update PLI(s) from Excel

Import new PLI(s)

Update existing PLI(s)

Export existing PLI(s)
[Download example .xlsx file](#)

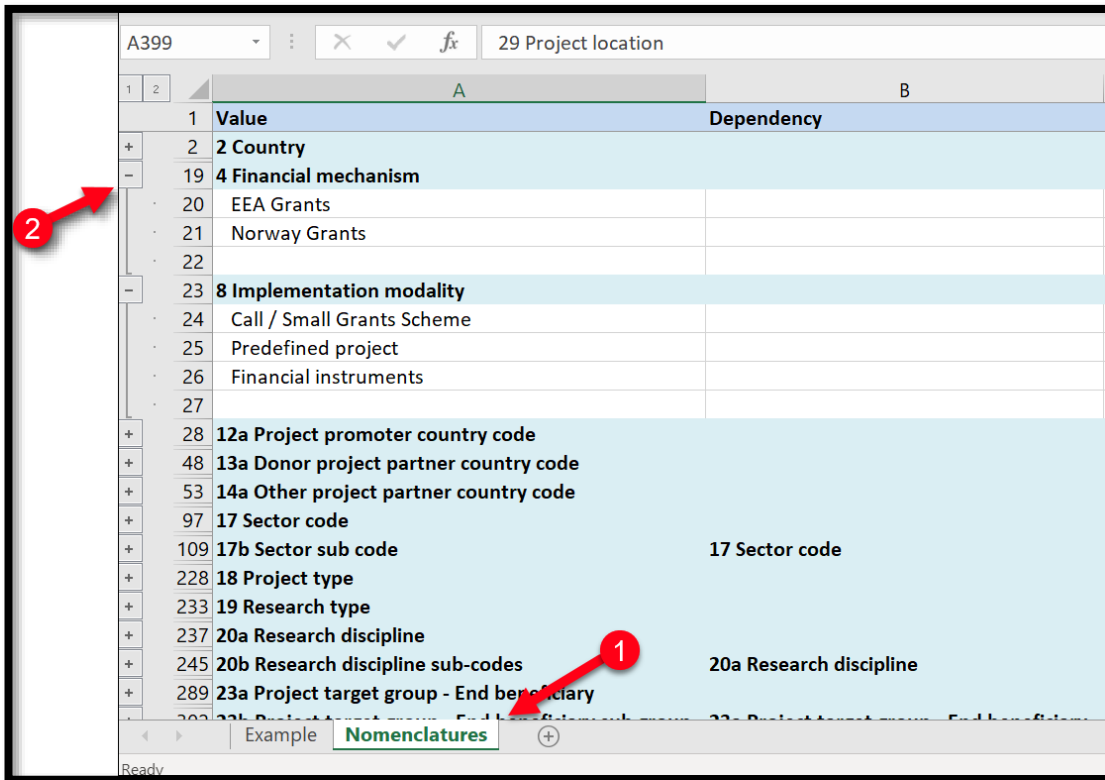
Continue Cancel

You will create the Excel file with your own Project Level Information using the format provided in the first worksheet of this file. Since you plan to import PLIs which are not yet in the system, please make sure to let the first column **Project code** be empty.

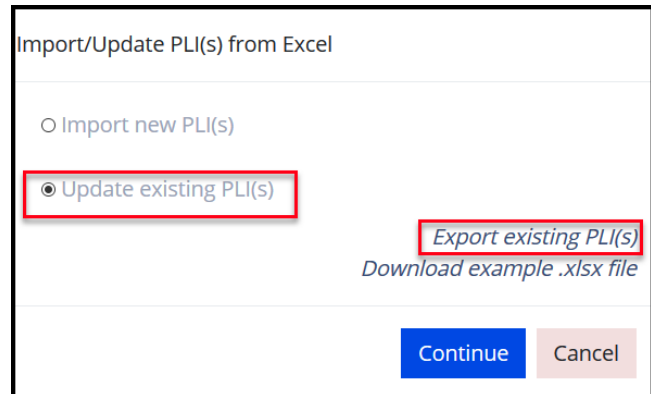
The headers contain clarifications for each field (1) (turn on Show all Notes from Review tab in Excel if you don't see them).

1 Project code	2 Country	3 Programme code	4 Financial mechanism	5 Project title	6 Pro
<p><i>* This is a sample PLI.</i></p> <p><i>* When importing, please make sur</i></p> <p><i>* To import a new PLI - remove the empty.</i></p> <p><i>* To update and existing PLI - remo</i></p> <p><i>repalce it with an existing Project c</i></p> <p><i>* This is a sample PLI.</i></p> <p><i>* When importing, please make sur</i></p> <p><i>* To import a new PLI - remove the empty.</i></p> <p><i>* To update and existing PLI - remo</i></p> <p><i>repalce it with an existing Project c</i></p> <p><i>* This is a sample PLI.</i></p> <p><i>* When importing, please make sur</i></p> <p><i>* To import a new PLI - remove the empty.</i></p> <p><i>* To update and existing PLI - remo</i></p> <p><i>repalce it with an existing Project c</i></p> <p><i>* This is a sample PLI.</i></p> <p><i>* When importing, please make sur</i></p> <p><i>* To import a new PLI - remove th</i></p> <p><i>text from this cell and leave it</i></p> <p><i>empty.</i></p>	<p>ID</p> <ul style="list-style-type: none"> - Text - Conditional for Draft. - Conditional for Submitted. -- Mandatory if updating existing project. -- Cannot use if importing new project. - Single <p>Auto-generated (XX-HOSTPA-XXXX)</p> <ul style="list-style-type: none"> - XX - Beneficiary state country code (eg. BG) - HOSTPA - Host programme area code (e.g CULTURE) - a sequential number generated by GRACE (e.g. 0001) <p>Example:</p> <ul style="list-style-type: none"> - BG-CULTURE-0001 <p>If not empty must match with:</p> <ul style="list-style-type: none"> - "Country" - "Programme Code" - Must be an existing PLI in Grace. 		EEA Grants	Project Firefly 09	009
			EEA Grants	Project Firefly 10	010
			EEA Grants	Project Firefly 11	011

The second worksheet called **Nomenclatures** contains the list of values accepted for each field. To check the value accepted in each field, go to the tab **Nomenclatures** (1), and then expand the related field using the + button on the left side (2).



If you will plan to **Update existing PLI(s)**, please make sure to **Download the example .xlsx file** before you continue:



This option will enable you to download a file with all the PLIs previously submitted to GrACE in a format suitable for import. Like the example file, the second worksheet of the exported file called **Nomenclature** contains the list of values accepted for each field.

You will prepare this file further for import by keeping only the lines with the projects you plan to update and edit their necessary fields.

Important: The system will know which PLIs to update based on the **Project code** column, which contains the project code previously generated by the system when the PLI was initially created. It is necessary to maintain the first column **Project code** with the original code to update the PLIs you intend to.

After you prepared your Excel file, either for importing new PLIs or for updating existing PLIs in GrACE, you can click **Continue**. A new window will appear where it is possible to upload the file or to drag and drop it directly into the window itself.

The screenshot shows a web interface with a navigation bar at the top containing tabs: MoU data, Documents, Irregularity Cases, Results Framework, Payments, Calls, Project Level Information (active), Bilateral Initiatives, and Annual Programme Reports. Below the navigation bar is a header for 'Import PLI(s)'. The main area contains a button labeled 'Upload one file' with the text 'Or drag and drop a file here' underneath it. A 'Cancel' button is located in the bottom right corner.

Once you have uploaded the Excel file previously prepared, the system will perform a check of the information from the file and will notify you of any errors that should be corrected in the Excel file before submitting the information.

The screenshot shows the 'Import PLI(s)' window with a red background for error messages. The messages are:

- Row 2: column '9 Call title': Call name 'Call 1' not found
- Row 2: column '29 Project location': code not found in available NUTS codes for
- Row 3: column '9 Call title': Call name 'Call 1' not found
- Row 4: column '9 Call title': Call name 'Call 1' not found
- Row 5: column '9 Call title': Call name 'Call 1' not found

In case the Project promoter organisations or Donor project partner organisations included in the file were not already in GrACE, the system will ask either to link the project with an existing organisation or to create a new record for the respective organisation in the system. Please search the list first and do not create a new organisation unless it's necessary.

The screenshot shows the 'Import PLI(s)' window with a message: 'Some of the uploaded organisation names were not recognised. Please proceed to either: 1. link it to an existing organisation by choosing one from the list 2. add a new organisation: write the name in the *Select organisation*, choose *Create new* and add the requested information.'

Link organisation(s)	Project(s)	Role in project	Organisation country	Select organisation
Organisation 1	A	Project promoter	Romania	Select organisation
Organisation 2	B	Project promoter	Romania	organisation 1
Organisation 3	C	Project promoter	Romania	No results found Create new

Buttons for 'Cancel' and 'Continue' are at the bottom right.

In case of importing new PLIs, if you didn't fill-in all the required fields, the system will upload the project with status **Draft**. You will then need to go to each of the PLIs, fill-in the empty fields and click **Submit** after finalising the import.


Note: It's recommended to fill-in all the fields in the Excel file to upload the PLIs with the status **Submitted**.


The system will let you know the status of the PLI you upload before finalising the import:

MoU data	Documents	Irregularity Cases	Results Framework	Payments	Calls	Project Level Information	Bilateral Initiatives	Annual Programme Reports
<p>■ Import PLI(s)</p> <p>Number of projects to be imported in state Draft: 3 Number of projects to be imported in state Submitted: 1 Project grant sum: € 90,001.99</p> <p style="text-align: right;"> <input type="button" value="Cancel"/> <input type="button" value="Finish import"/> </p>								

In case of an update, the system will warn you that once you proceed you will overwrite the information existing in GrACE for the projects you included in the file. There's no need to do any further action in each PLI after finalising the import in this case. The data is submitted or updated once you click **Finish import**.

10. View the PLIs in GrACE

The list of saved PLI is displayed in the **Project Level Information** link under Modalities in the Programme. You can access each PLI by clicking on the Project code (1) or on the Project internal ID (2) in this list. You can customise the fields you would like to see in the list of PLIs by clicking on **View Options** (3) or you can export the list to Excel using the symbol  (4).

MoU data	Documents	Irregularity Cases	Results Framework	Payments	Calls	Project Level Information	Bilateral Initiatives	Annual Programme Reports																				
<p>■ Project level information</p> <p>Create new <input type="button" value="Import/Update PLI from Excel"/> <input type="text" value="Search"/> <input type="button" value="View Options"/> </p> <table border="1"> <thead> <tr> <th>Project code</th> <th>Project internal ID</th> <th>Project title</th> <th>Financial mechanisms</th> <th>Project promoter</th> <th>Project grant</th> <th>Project signature date</th> <th>Last updated</th> <th>Internal status</th> <th>Published</th> </tr> </thead> <tbody> <tr> <td>RESEARCH-0001</td> <td>ABC001</td> <td>test</td> <td>EEA Grants</td> <td>-</td> <td>€ 1,500,000.00</td> <td>-</td> <td>-</td> <td>Draft</td> <td>No</td> </tr> </tbody> </table> <p>Showing 1 to 1 of 1 entries</p>									Project code	Project internal ID	Project title	Financial mechanisms	Project promoter	Project grant	Project signature date	Last updated	Internal status	Published	RESEARCH-0001	ABC001	test	EEA Grants	-	€ 1,500,000.00	-	-	Draft	No
Project code	Project internal ID	Project title	Financial mechanisms	Project promoter	Project grant	Project signature date	Last updated	Internal status	Published																			
RESEARCH-0001	ABC001	test	EEA Grants	-	€ 1,500,000.00	-	-	Draft	No																			

In the **View Options**, you can activate/deactivate the visualisation of the following columns.

- Project code
- Project internal ID
- Project title
- Implementation modality
- Call
- Financial mechanisms
- Project promoter
- Project promoter contact information
- Project grant
- Date of project signature
- Date of last modification
- Donor project partners
- Internal status
- Contract status
- Source
- Reviewed
- Suspended
- Date of last FMO review
- Published
- Marked for review
- Outcomes
- Outcome names

The Internal status column shows the status of the PLI:

- **Draft:** Initially as a Programme Operator or Fund Operator you created a new PLI and saved it. In this case, only the author or another user from his/her organisation can view and edit the PLI.
- **Submitted:** You filled-in all required information and submitted the PLI to FMO. In this case, FMO can view the PLI. You can still edit the PLI anytime as needed. Information from the submitted PLI is automatically made available to be published on the FMO website unless explicitly unpublished by the FMO Programme Manager.
- **Waiting for correction:** When the FMO Programme Manager requests a correction on one or more PLI(s) through the specific workflow for corrections.
- **Updated:** Once you update the information from a PLI or after you finalised the task **Make corrections to PLI(s)** started by the FMO Programme Manager.

On the top of this list, the system will notify you in case the number of submitted PLIs on a respective call is different than the number of applications contracted for the respective call in the Calls link under Modalities in the Programme.

MoU data	Documents	Irregularity Cases	Results Framework	Payments	Calls	Project Level Information	Bilateral Initiatives
Annual Programme Reports							
The number of submitted PLIs is smaller than the number of applications contracted for Please check the number of application contracted and PLIs submitted.					Call 1		