

**Norway** grants

Grants Administration and Collaboration GRACE Environment

# Submit and Update Project Level Information

# GrACE User Manual for Programme Operators and Fund Operators

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#### 1. Introduction

As mentioned in the Results Guideline<sup>1</sup>, 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:

- A) 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.
- B) 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 Template<sup>2</sup>. For additional information about the terms used for reporting this information, please consult the Results Reporting Guide<sup>3</sup> section 6 on Project Information.

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

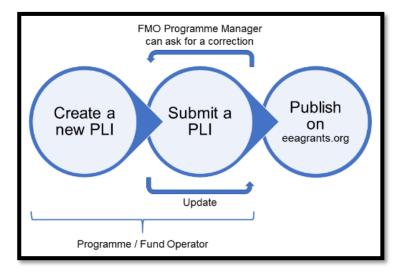
#### 2. Project Level Information (PLI) in GrACE

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 <u>eeagrants.org</u> 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:



- <sup>1</sup> https://eeagrants.org/resources/2014-2021-results-guideline
- <sup>2</sup> https://eeagrants.org/resources/eea-and-norway-grants-2014-2021-project-level-information-template
- <sup>3</sup> 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)

Programme: PL-CULTURE Programme implementation						
Title Culture Beneficiary State Poland						
Legal Framework & Contacts MoU Data Programme Agreement Agreement Modifications Irregularity Cases Contacts	Finance Payments Forecasts FMO Audits	Modalities Calls Project Level Information Bilateral Initiatives	Results & Reports           Results Framework           Annual Programme Reports           Evaluations	Assessment Implementation Status	Documents Documents	
Project level information Create new Import/Update PLI from Excel Q Vor						

#### 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, level co-financing, eligible expenditure, grant rate, project promoter organisation and email, 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.

Please consult the Results Reporting Guide<sup>4</sup> section 6 on Project Information and the PLI Template<sup>5</sup> for guidance on how to fillin the fields.

You can see a full checklist of what to include in PLIs by clicking on the checklist icon next to 'Initial Registration'. Additionally, the tooltips from GrACE can provide further guidance on how to fill-in some fields. To check for tooltips, you can hover with your mouse on the respective field.

Create Project Level Information					
Please refer to the PLI checklist by clicking the icon next to "Initial regi	istration" before filling out the PLI.				
Initial registration					
* Project title This is a project ID that the PO or the FO can use in case there is already a reference in a local system.					
	Mechanism	Project URL			
EEA Gra	nts 🔹				

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).

*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 grant	Project grant rate	Project level co-financing	Project eligible expenditure
€	%	€	€
* Does this project inclu consequences of the Ru	ude activities related to dealing with the ussian invasion?	* Amount of project grant ear dealing with the consequence	marked for activities related to as of the Russian invasion
Select 👻		€	
Project promoter organ	isation	Project promoter e-mail	
Select	v		
Implementation modality * 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.

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

<sup>&</sup>lt;sup>5</sup> 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.

Project Level Information: <b>Programme short name - 0001</b>		Draft 🟠 🔨
Programme Ø PL-CULTURE 	Events Not published on eeagrants.org	
		Submit Delete
Initial registration		Edit
Programme(short(name)=.0001		

#### 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.

Initial registration 🖹							
* Project title							
Project internal ID	Financial Mechanism EEA Grants *	Project URL					
+ Expand all I – Collapse all + Project details							
+ Project partners							
+ Project content							
+ Project timeline							
+ Bilateral summary							
		•					
	Cancel S	ave Submit					

**Norway** grants

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

– Project details		
Project grant € Required for submission.	Project co-financing €	Project eligible expenditure €
Project grant rate % Required for submission. * Does this project include activities related to dealing	Grant paid to project so far € 0.00 ; with the consequences of the Russian invasion?	
No	-	•
Project promoter organisation		Project promoter e-mail
Select Required for submission.		•

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

Please select at least one Outcome in section "Project content".
Please fill in "Summary" in section "Project content".
Please fill in "Sector code" in section "Project content".
Please fill in "Sector sub code" in section "Project content".
Please fill in "Project target group" in section "Project content".
Please fill in Policy marker "Gender Equality" in section "Project content".
Please fill in Policy marker "Roma inclusion and empowerment" in section "Project content".
Please fill in Policy marker "Social inclusion of vulnerable groups other than Roma" in section "Project content".
Please fill in Policy marker "Anti-discrimination" in section "Project content".
Please fill in Policy marker "Transparency and anti-corruption" in section "Project content".
Please fill in "Project location" in section "Project content".
Please fill in "Project signature date" in section "Project timeline".
Please fill in "Project eligibility end date" in section "Project timeline".

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.

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– Project partners						
Donor project partner country	Donor project partner organisation		Donor project partner e-mail			
C Iceland						
Liechtenstein	-					
Norway						
	Add partner organisation		*			
Are there any other partners involved in the project (B	eneficiary State or international organisations)? Yes	•				
Other project partner country Organisa	tion name (in English)	Organisation classification	Organisation e-mail			
Poland 👻		Select 🔹				
Add row						
+ 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: Programme short name - 0001			☆	>
Programme ① PL-CULTURE 	Events Published on eeagrants.org			

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 <u>eeagrants.org</u> if the update concerns the information displayed there.

② Project Level Information: PL-CULTURE-0032		Updated 🗘	^
Programme Ø PL-CULTURE 	Events Published on eeagrants.org		
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**.

Proje	ect level inform	nation									^
Crea	te new Impo	ort/Update PLI from Excel								Q	√₀▼ ऄ
	Programme areas	Project code	Project internal ID	Project title	Call	Financial Mechanisms	Project promoter	Project grant	Date of project signature	Date of last modification	Internal status 🕶 🝸
- +	PA14	ぬ PL-CULTURE-0026	153497/20/A1		Culture heritage management enhanced	EEA Grants		€ 2,798,150.27	27.01.2021	01.04.2021 14:56:17	Waiting for correction
- +	PA14	ஜி PL-CULTURE-0004	154135/20		Outcome 2 - 1st call	EEA Grants		€ 499,351.34	23.10.2020	20.01.2021 15:22:16	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.

My tasks ×+ Q **7**₀▼ Initiate a new process Planned end Task name 🔻 Context Document date Make corrections to PLI Correction on PL-CULTURE-PL-CULTURE PLI(s) 0026 Showing 1 to 1 of 1 entries

The task can refer to one or multiple PLI(s). It will include the Project code(s) of the PLI(s) to be corrected.

After clicking on the task, in the **Comment** column you can find more details about the correction required.

Liechtenstein Norway grants

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Documen	Document: PLI Correction on PL-CULTURE-0026 (latest version)								
Projects	Projects Correction A								
Project code	Project title	Project internal ID	Comment	Date added	Last update	ed			
<b>ຊ່</b> ງ PL- CULTURE- 0026	Exemple file	<b>ඬ</b> 153497/20/A1	FMO is currently reviewing project level information, and have found that some information should be expanded or reviewed. This is important to us, as summaries are automatically uploaded to the EEA and Norway Grants' website and available to the public.	-	01.04. 14:56				

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 <u>eeagrants.org</u>.

요 Project Level Information: PL-CULTURE-0026	Waiting for correction	^
Programme	Events Not published on eeagrants.org Reviewed Correction ongoing	
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).

ভ Task: Make corrections to PLI(s)						^	
Details Comments (0)							
Workflow         다         Correction on PLI Workflow (PL-CULT         Assignee         율         Task description         Please click on the links below to reach th         remember to also come back to this page         the changes to be submitted to the FMO	Actions Submit PLI correction Write your comments here		Subr	• //			
Document: PLI Correction on PL-CULTURE-0026 (latest version) 2 후							
Projects Correction ^							
	roject Comment ternal ID				Last updated	ł	

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. You can see this information on the right side of the PLI form, as well as if it's published or not, for all projects in the list from the PLI link under Modalities in the Programme.

Project Level Information: PL-CULTURE-0022		^
Programme DI PL-CULTURE		
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).

Final registration 🖹 💦 🥼			
Project contract status			
Signed			*
Signed			
Terminated			
Partially completed			
Completed			
Activities completed end date			
- Total project grant paid -	Total project eligible expenditure -	2	
Donor project partner			Final amount (EUR)
			-
		Cancel Save	

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. This is only relevant if you've already indicated that the project deals with the consequences of Russian invasion in the initial registration of the project.

	-	Project results		
I		* Results summary		
I				0
I				This field is required.
I		Good practice	To what extent are the positive effects of the project likely to continue after the funding period?	
		Select 🔹	Select	<b>.</b>
-	Y	* How many people benefited directly from the activitie	related to dealing with the consequences of the Russian invasion?	
ł				0
I				This field is required.
		Bilateral results summary		

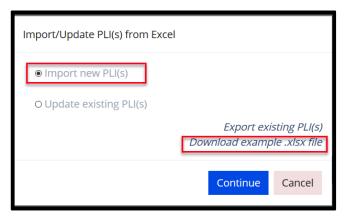
#### 9. Import/Update PLIs from Excel

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).

D Programme: PL-CULTURE				Programme impl		•
Title Culture Beneficiary State Poland						
Legal Framework & Contacts	Finance	Modalities	Results & Reports	Assessment	Documents	
MoU Data	Payments	Calls	1 Results Framework	Implementation Status	Documents	
Programme Agreement	Forecasts	Project Level Information	Annual Programme Reports			
Agreement Modifications	FMO Audits	Bilateral Initiatives	Evaluations			
Irregularity Cases						
Contacts						
Project level information	2				^	•
Create new Import/Update PLI from E					Q, √₀- k	Ĵ <b>→</b>
Programme Project code areas	Project Proj internal ID		Financial Project Mechanisms promoter	Date of project Date of last grant signature modification	Internal T Published	T

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:



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 (turn on Show all Notes from Review tab in Excel if you don't see them).

н	14 • : $\times \checkmark f_x$					
	Α	в	с	D	E	
1	1 Project code Headens with tool tips	2 Country	3 Programme code	4 Financial mechanism	5 Project title	6 Project
2	<ul> <li>* This is a sample PLI.</li> <li>* When importing, please make sure there is no sample data left.</li> <li>* To import a new PLI - remove the text from this cell and leave it empty.</li> <li>* To update and existing PLI - remove the text from this cell and repalce it with an existing Project code (e.g. BG-CULTURE-0001)</li> </ul>	BG	BG-CULTURE	{EEA Grants   20000.01}	Project Firefly 09	009
3	<ul> <li>* This is a sample PLI.</li> <li>* When importing, please make sure there is no sample data left.</li> <li>* To import a new PLI - remove the text from this cell and leave it empty.</li> <li>* To update and existing PLI - remove the text from this cell and repalce it with an existing Project code (e.g. BG-CULTURE-0001)</li> </ul>	BG	<b>BG-CULTURE</b>	{EEA Grants   10000.00}	Project Firefly 10	010

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).

-	ru	L			
Iceland L	M				
Liechten		-			
Norway g	rant	ts			
, e	<b>, .</b>				
	_				
	D411	L	▼ : × ✓ f <sub>x</sub>		
	1 2		A	В	
			Values	Dependency	Notes
		2	2 Country		
_	+	18			
		19	4 Financial mechanism		
2	ſ.	20	EEA Grants		
2	· ·	21	Norway Grants		
	-	22			
		23	7 Results achieved		
	[·]	24	Yes		
		25	No		
	-	26			
		27	8 Implementation modality		
	[·]	28	Call / Small Grants Scheme		
		29	Pre-defined project		
		30	Financial instruments		
	-	31			
		32	13 Include activities related to dealing with the conseq	Li Contra di	
	[ · ]	33	Yes		
	· ·	34	No		
	-	35			
		36	14a Project promoter country code		
	+	55			
		56	15a Donor project partner country code		
	+	60			
		61	16a Other project partner country code	-	
	+	104			
		105	19 Sector code		
	+	358			
		359	25d Project target groun - Intermediary sub groun	25c Project target group - Intermediary	
	4	÷	Example Nomenclatures (+)		

If you will plan to **Update existing PLI(s)**, please make sure to **Export existing PLIs(s)** before you continue:

Import/Update PLI(s) from Excel		
O Import new PLI(s)		
● Update existing PLI(s)	<i>Export exi</i> Download examp	sting PLI(s) ble .xlsx file
	Continue	Cancel

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.

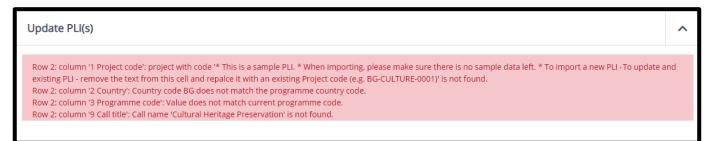
Important: The system will know which PLIs to update based on the **Project code** column, which contains the project code previously generated by the system when the PLI was initially created. It is necessary to maintain the first column **Project code** with the original code to update the PLIs you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

grants

eland Runner iechtenstein orway grants			<b>Norway</b> grants
Legal Framework & Contacts	Modalities	Results & Reports	Assessment
MoU Data	Calls	Results Framework	Implementation Status
Programme Agreement	Project Level Information	Annual Programme Reports	
Agreement Modifications	Bilateral Initiatives	Evaluations	
Irregularity Cases			
Contacts			
Update PLI(s)			
		ad one file d drop a file here	
		Cancel	

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.



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.

<ul> <li>Import PLI(s)</li> <li>Some of the uploaded organisation names were not recognised. Please proceed to either:         <ol> <li>link it to an existing organisation by choosing one from the list</li> <li>add a new organisation: write the name in the <i>Select organisation</i>, choose <i>Create new</i> and add the requested information.</li> </ol> </li> </ul>								
Link organisation(s)	Project(s)	Role in project	Organisation country	Select organisation				
Organisation 1	A	Project promoter	Romania 👻	Select organisation				
Organisation 2	В	Project promoter	Romania 🔹	organisation 1				
Organisation 3	C	Project promoter	Romania 👻	No results found Create	new			
				Cancel	Continue			
				Cancel	Continu			

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 Info				Project Level Informat	on Bilateral Initiatives	Annual Programme Reports				
Number of p Number of p	Import PLI(s)          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										
				Cancel	Finish import						

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.

The programme areas can be filtered by clicking on the filter button (1) in the first column. You can access each PLI by clicking on either the Project code (2) 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 filtering columns with the filter button (3) or you can export the list to Excel using the download symbol (4).

grants

Pr	oje	ct level inform	ation		•							3 4
С	reate	e new 🛛 Impo	rt/Update PLI from Excel								۹	∑₀▼ 🕅
		Programme areas	Project code	Project internal ID	Project title	Financial Mechanisms	Project promoter	Project grant	Date of project signature	Date of last modification	Internal status 🗸	Published
	+	PA14	A PL-CULTURE-0077			EEA Grants		€ 113,000.00	-	-	Draft	No

With the filter button, you can customise the visualisation of the PLI with the following columns.

- Project code
- Project internal ID
- Project title
- Implementation modality
- Call

Iceland INIT Liechtenstein Norway grants

- 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.

D Programme: PL-CULTURE								
Title Culture Beneficiary State Poland								
Legal Framework & Contacts MoU Data Programme Agreement Agreement Modifications Irregularity Cases Contacts	Finance Payments Forecasts FMO Audits	Modalities Calls Project Level Information Bilateral Initiatives	Results & Reports Results Framework Annual Programme Reports Evaluations					
The number of submitted PLIs is greater than the number of applications contracted for 🚭 Outcome 2 - 1st call, Please check the number of application contracted and PLIs submitted.								