

**Interreg
Danube Region**



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Culinary Trail of the Ethnic and Local Cuisine in the Danube Region

Practical aspects of project implementation

2nd DANUBE Region Programme - LP seminar

POLITEHNICA Bucharest, ROMANIA, 11.06.2025

This project is supported by the Interreg Danube Region Programme co-funded by the European Union.



First step – read carefully the “Implementation manual” - <https://interreg-danube.eu/online-pdf/implementation-manual/>

Second step – All members of the consortium (PPs and ASPs) to read with maximum attention the **Application Form** (AF) and subsequent “Change log files” (see example below, Minor change – 5.1.2 Change of an associated strategic partner):

Interreg Programme Danube Region		Co-funded by the European Union		
Project reference code:		DRP0300982		
Project acronym:		DanubeCrafts - Traditional Crafts Route for Sustainable Cultural Tourism Development		
Request no.	Type of minor change	Text / data in original AF	Text / data in revised AF	Supporting documents
1		C.3 Project partnership 3.Strong influence on regional policies: Governmental-level influence is represented by various partners and associated partners in the consortium: Regional Development Agencies: (VSC, DDIP ZDC, RDA BANAT, STRIA) and 3 Associated Strategic Partners: Ministry of Development, Public Works and Administration (ASP1), City of Kikinda (ASP7), Cultural Creative Industry Cluster (ASP9), Regional Association of the National Network of LAGs of the South Bohemia Region (ASP 10), National Inbound and Domestic Tourism Association of Moldova (ASP12). This composition ensures favourable conditions for implementing strong policy oriented strategies.	C.3 Project partnership? a. new text in the revised AF 3.Strong influence on regional policies: Governmental-level influence is represented by various partners and associated partners in the consortium: Regional Development Agencies: (VSC, DDIP ZDC, RDA BANAT, STRIA) and 3 Associated Strategic Partners: Ministry of Development, Public Works and Administration (ASP1), City of Zrenjanin (ASP7), Cultural Creative Industry Cluster (ASP9), Regional Association of the National Network of LAGs of the South Bohemia Region (ASP 10), National Inbound and Domestic Tourism Association of Moldova (ASP12). This composition ensures favourable conditions for implementing strong policy oriented strategies.	ASP7 Declaration
Justification for the request of the minor change		The replacement of the current ASP (City of Kikinda) with another organization (City of Zrenjanin) is proposed for the reason that the activities in Serbia will be realized mainly in the City of Zrenjanin / Central Banat District.		
Date of submission		12.05.2025	Date of JS confirmation	17.05.2025

One **important issue is to control the spending of the allocated budget**, for every period of implementation and with respect to 3.3 Financial management rules, from “Implementation manual” (see capture below):

PP14	Politehnica Bucharest	Staff costs			0	0	87.500,00	0,00	8.750,00	0,00	13.800,00	157,71
		Travel and accommodation flat rate			15	0	0,00	0,00	1.312,50	0,00	2.070,00	157,71
		External expertise and services			0	0	11.250,00	0,00	2.250,00	0,00	0,00	0,00
		Office and administrative costs - flat rate			15	0	0,00	0,00	1.312,50	0,00	2.070,00	157,71

Another important issue is as follows (see page 21 from “Implentation manual” .pdf format):

















Logos and visual identity

Article 36. of the Interreg Regulation requires all beneficiaries to follow a number of rules regarding the use of the logo of the European Union and the respective fund. The logo must always be visible in a prominent place. The DRP logo already respects all the programme requirements, and all approved projects are obliged to use it (already customised for each project) on all their communication materials, outputs and deliverables (both hard copy and electronic) as well as to display it in events.

For a “global overview” of the project, is advisable to develop a “Project logic”, e.g. the one corresponding to project DanubeCrafts (see below):



One essential instrument for correct implementation is the “**Intervention logic**” of the project, developed by LP, outlining how the project's activities will lead to specific outputs and outcomes that contribute to the Danube Region's strategic objectives. Moreover, in a Google Drive tool, LP should organize all implementation documents, e.g. below is a capture from Culinary Trail project:

	Application form
	Budget
	Communication materials
	Contracting documentation
	Implementation documents
	Project meetings
	Project reporting
	SO1
	SO2
	SO3
	Culinary Trail intervention logic.xlsx 
	Culinary trail_project partners contact details.xlsx 
	Culinary trail_steering comitee members.xlsx 



Monthly consortium project meetings (on-line, “Internal communication”), bring an “**agile management**” technique, complementing the classical waterfall (detailed planned from “Intervention logic”) approach for project implementation (e.g., see below one “**Meeting minute**” from Culinary Trail project):



Document Reference

Project Acronym	Culinary Trail			
Project Code	DRP0200312			
Project URL	https://interreg-danube.eu/projects/culinary-trail			
EU Project Officer	Natalia Liholot			
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Type	Report	Distribution Level		internal
Responsible Author(s)	Jasmina Jakomin			
Contractual date of Delivery	April 2025			
Status	Final			
Quality assurance reader	Not applicable			

Change History

Version	Date	Status	Author (Unit)	Description
0.1	18.04.2025	draft	Nina Humar, SASS	Draft document with meeting minutes of Monthly meeting
1.0		Final	Jasmina Jakomin, SASS	Final meeting minutes



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DRP vs. DTP

One **essential aspect of project implementation** takes in account the “**Eligibility of expenditure**” – see the manual (<https://interreg-danube.eu/toolkit/eligibility-of-expenditure-manual>), which brings some important novelties comparing to the previous DTP (see below):

- Staff costs may be reimbursed in the Danube Region Programme using two methods.

A. on a real cost basis (proven by the employment document and payslips); or

B. as a flat rate of 20% of direct costs other than staff costs

*... The staff can be allocated to work **full time or part time** with a fixed percentage of time worked per month for the project.*

For **POLITEHNICA Bucharest**, we use a **Part-time assignments with a fixed percentage of time worked per month**. Colleagues from my university, and implicitly my team, implement simultaneously several projects, and have different contributions, from one month to another, so this “rigidity” in working time allocations is undesired.

*The percentage of time to be worked on the project shall be fixed in the employment document (work contract/job description/ task assignment document or other equivalent document) by the employer for each project staff member. In case the percentage of time to be worked on the project is **changed during the project duration**, the related document shall be submitted to the Controller, as well as the **documents justifying the necessity and plausibility of the changes**. **The percentage of time to be worked on the project can be changed only between reporting periods.***

- Travel and accommodation costs may be reimbursed based on the **flat rate of the 15% of the staff costs** (and real costs can be chosen in dully justified cases). The method will be set during condition clearing in the final application form and has to remain unchanged through the entire project period.

This rule is advantageous, for both parts (Organizations implementing projects, i.e. POLITEHNICA Bucharest and PPs, and Controller), a good financial management being capable to use efficiently this money, from one reporting period to another.

Other positive vs. negative aspects, from POLITEHNICA's perspective:

- In Romania, FLC and NCP are very supportive and helpful for efficient implementation of projects;
- In some other countries from DR, at least apparently, there's not similar a situation for FLCs approach, matter confirmed by our Project Officer;
- Our Project Officer has close cooperation with our university, with a positive and very helpful attitude.

For DanubeCrafts project, **Subsidy Contract** was prepared by Project Officer in due time, but post shipment from MA/JS lasted approx. one month, so starting legal expenditure was delayed, although our consortium activities started effectively at 01.04.2025.

One direct effect is that Kick-off meeting will be fully on-line (17th of June 2025), staff from POLITEHNICA Bucharest not having today legal labor contracts, and one "hard to understand" procedure being in place from 09.05.2025, approved by Romanian Ministry of Education and Research.

Culinary trails in popularizing ethnic cuisines



AI “creative image”

Instead of conclusion ...

For all details concerning a good implementation of projects ... let's “keep our eyes wide open” to the web site: <https://interreg-danube.eu/regular-projects> and maintain a close dialogue with our Project Officer !

We wish you the “best of luck” !

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Culinary trail web page: <https://interreg-danube.eu/projects/culinary-trail>

[Culinary Trail Facebook page](#)

[Culinary Trail LinkedIn page](#)

[Culinary Trail YouTube channel](#)

PP14: National University for Science and Technology Politehnica Bucharest

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Culinary Trail



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