



Lisbon, 17/06/2025

















- In the 2014-2020 managed only on Back Office by JS
- Submission of the request by LB and approval of the MA was carried out outside of the system
- The project modification was managed paralelly with the reporting in temporary table







- Data could be outdated in the system (approved on paper, in progress in the system)
- High risk of administrative errors (rounding problems, changing formula in excel)
- Lack of reporting possibilities about the process (e.g. clarification rounds, missing data)









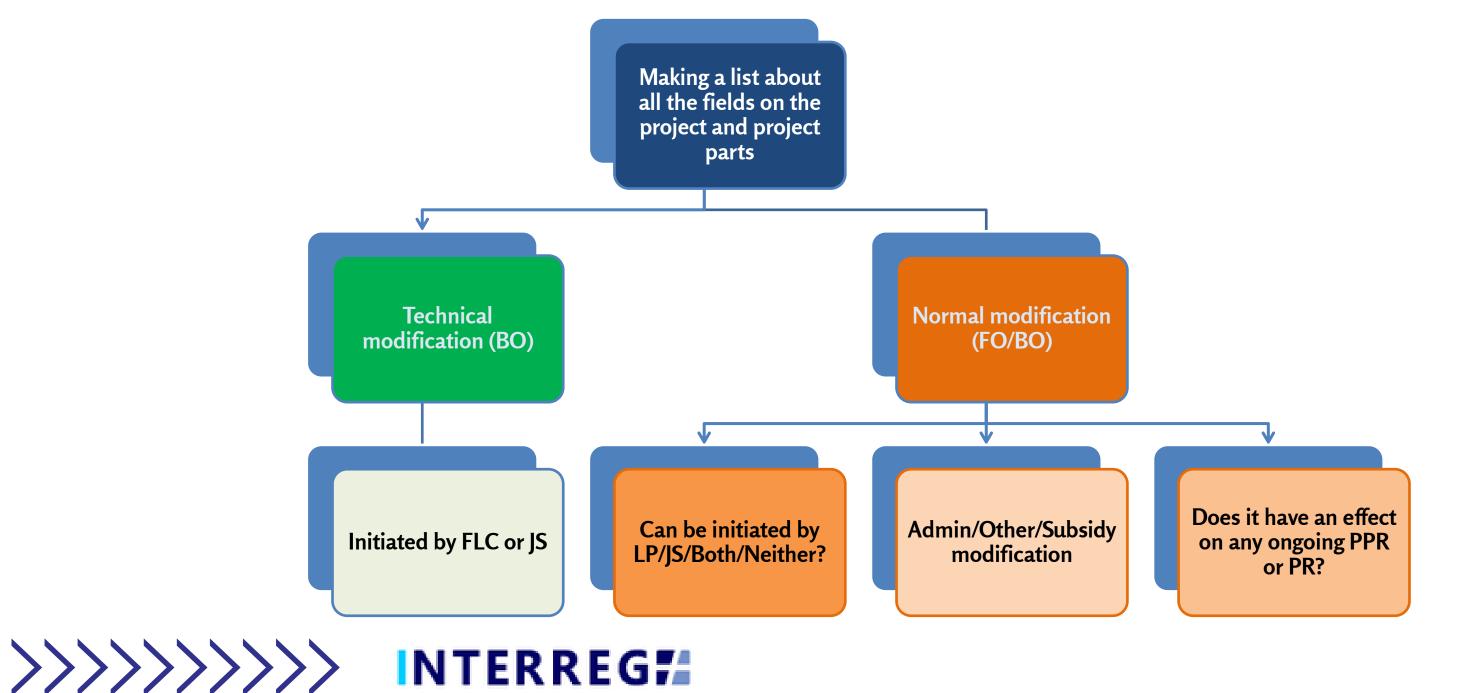
Request should be submitted from the Front Office by tha LP

Clarification rounds should be managed within the system

Approval of the subsidy modification by the MA should be within the system



METHODOLOGY



PROCESS

Front Office

LP's recording user

>>>>>>

LP's signatory user(s)

Back Office: Administrative modification

JS 1

Other Project modification

JS 2

Subsidy modification

MA₁

MA₂

JS – fill in addentum data

Possible decisions: Approve/Reject/Completion,

Evaluation of the ongoing paralel processes, possible outcome:

- Modification can be finalized after the approval of the partner report/project report
- Partner report/Project report needs to be send back to the Front Office -> Modification can be approved
 - -> Partner report/project report needs to be refreshed

Automatic emails to all the relevant Front Office and Back Office users (LP/JS/MA/FLC)







- ❖ Test environment: Project partner report is submitted to the FLC
- The LP submits a modification request for budget reallocation in line with a new activity
- The modification will be approved after the PPR is sent back to completion
- The PPR needs to be refreshed after the approval



Thank you for your attention iplusoffice@szpi.hu



