

Interreg



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IPA Bulgaria – Serbia

Практична радионица - Електронска апликација

Инфо дани, јул 2023. год.

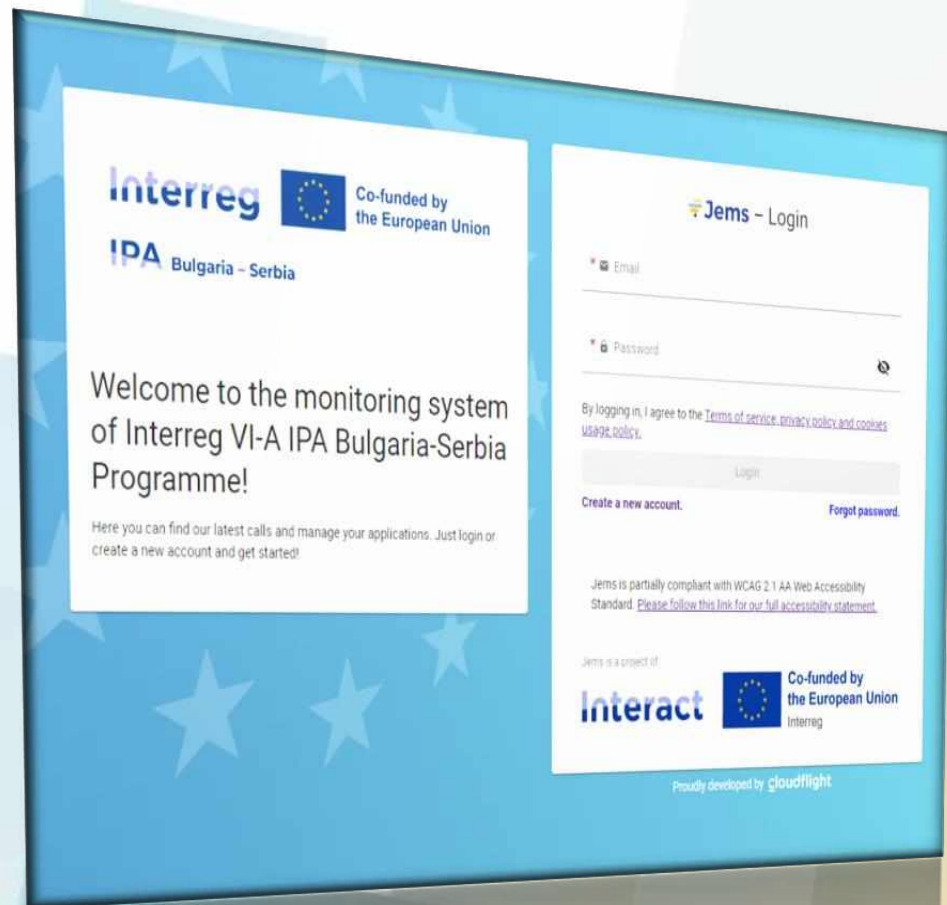
Почетак рада у „Jems“-у!



Jems – електронски мониторинг систем, који подржава подношење, одобравање, управљање и администрацију пројеката и Програма

Радни језик Интеррег VI-А ИПА програма Бугарска – Србија је енглески, и унапред је подешен и не може се мењати у оквиру система.

Jems – апликацијска веб платформа, компатибилна са веб претраживачима као што су *Google Chrome*, *Microsoft Edge*, и *Mozilla Firefox*.





Jems – Login

* Email

* Password



By logging in, I agree to the [Terms of service](#), [privacy policy](#) and [cookies usage policy](#).

Login

[Create a new account](#)

[Forgot password](#)

Jems is partially compliant with WCAG 2.1 AA Web Accessibility Standard. [Please follow this link for our full accessibility statement.](#)

Jems is a project of

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Приступ Јемс-у


<https://jems-bgrs.mrrb.bg/>

Create new account


* First name

* Last name

* Email

* Password 

10 characters minimum, it should contain at least one upper case letter, one lower case letter and one digit.

k6bkg 

* Please enter the security code

I have read and agree to the [Terms of service, privacy policy and cookies usage policy.](#) *

Cancel Register

Регистрација

1

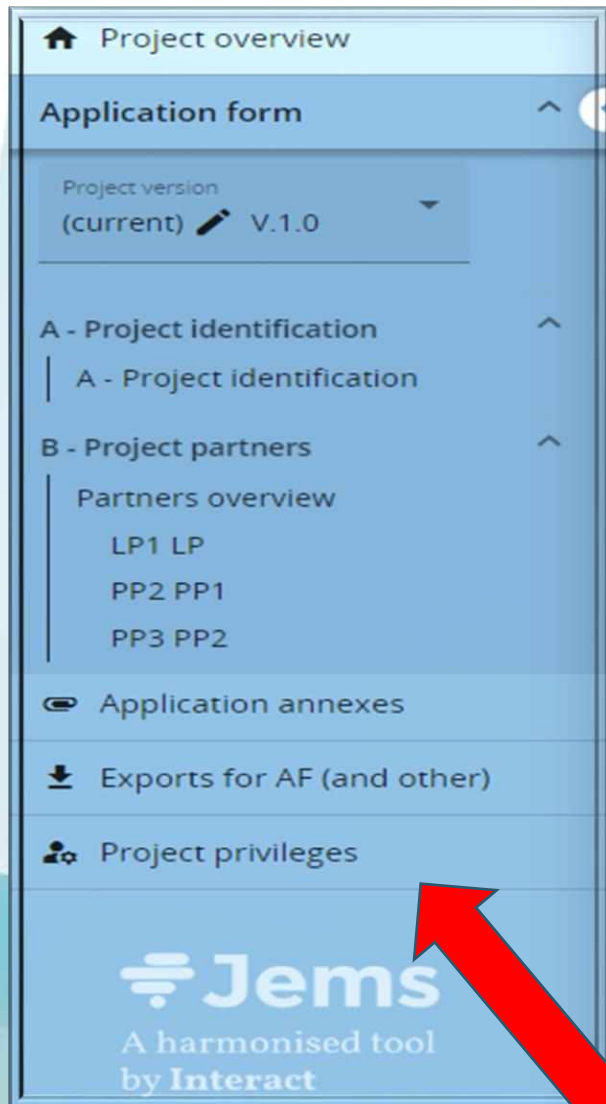
Ако се још нисте регистровали, кликните на дугме „Креирај налог“. Мејл за потврду, са везом за потврду. Сви кандидати се морају посебно пријавити у Јемс.

2

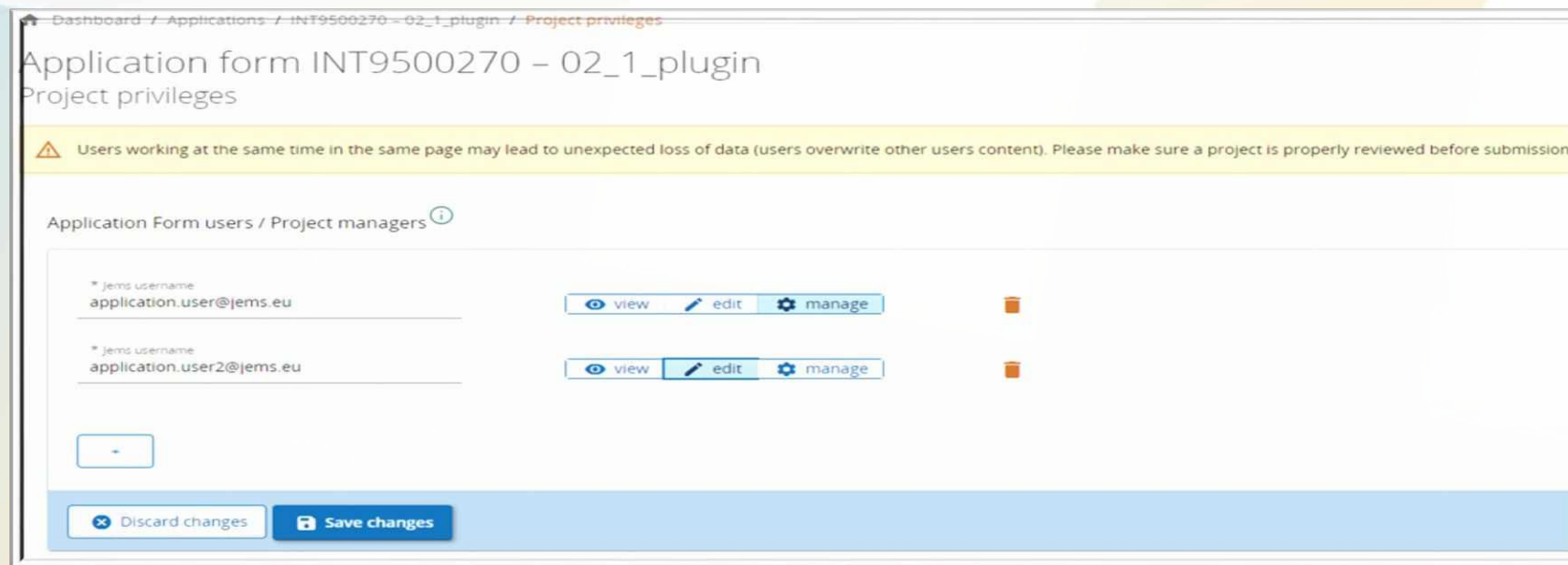
Уколико не добијете мејл потврде, проверите фолдер за спам, и контактирајте *Jems Helpdesk* за помоћ (mis_bgrs@mrrb.government.bg)

Project privileges

Водећи кандидат може дати корисничка права другим кандидатима да приступе и читају, мењају или управљају пријавним обрасцем.



The screenshot shows the left-hand navigation menu of the Jems application. The menu items are: Project overview, Application form (with a dropdown for Project version (current) V.1.0), A - Project identification, B - Project partners (with Partners overview, LP1 LP, PP2 PP1, and PP3 PP2), Application annexes, Exports for AF (and other), and Project privileges. A red arrow points to the 'Project privileges' item. At the bottom of the menu is the Jems logo and the text 'A harmonised tool by Interact'.



The screenshot shows the 'Project privileges' management page in the Jems application. The page title is 'Application form INT9500270 – 02_1_plugin / Project privileges'. A yellow warning banner at the top states: 'Users working at the same time in the same page may lead to unexpected loss of data (users overwrite other users content). Please make sure a project is properly reviewed before submission.' Below the banner, the page is titled 'Application Form users / Project managers'. There are two user entries, each with a 'jems username' field and a set of action buttons: 'view', 'edit', and 'manage'. The first user is 'application.user@jems.eu' and the second is 'application.user2@jems.eu'. At the bottom of the page, there are two buttons: 'Discard changes' and 'Save changes'.

ВАЖНО: Ризик да се информације преклапају

1. Након пријаве, корисник долази на контролну таблу као почетну страницу

2. Притисните **"Apply"** у делу листе позива (Call list)

3. Унесите **акроним** пројекта (променљив) и кликните **"Create project application"**.

N.B.

Сва поља означена са * су обавезна.

Project ID је аутоматски генерисан број дат у систему.

Call ID	Call Name	Status	Start Date	End Date	Action
105	BG MK0100001	Published	06/09/2023 8:00 PM	07/19/2023 8:00 PM	Apply →
101	Call x	Published	05/30/2023 11:26 AM	07/31/2023 11:26 AM	Apply →
99	Call Jun2023 - First call for REGULAR projects ww	Published	05/29/2023 10:09 PM	07/31/2023 10:09 AM	Apply →
96	Test BL7	Published	05/19/2023 11:58 AM	06/27/2023 11:58 AM	Apply →
95	Test 2 BG POS (upload concept notes)	Published	05/16/2023 2:47 PM	07/20/2023 2:47 PM	Apply →
94	Test Project Report Investments And Translations	Published	05/09/2023 9:08 AM	07/31/2023 9:08 AM	Apply →
93	Test BG POS	Published	05/04/2023 9:49 AM	06/30/2023 9:49 AM	Apply →
92	Test1	Published	04/18/2023 3:11 PM	08/18/2023 3:11 PM	Apply →
91	Notifications call	Published	04/25/2023 9:00 AM	07/31/2023 9:00 AM	Apply →
84	Summer call	Published	04/11/2023 4:36 PM	06/30/2023 4:36 PM	Apply →
83	Call May 2023	Published	04/01/2023 8:15 AM	06/30/2023 9:15 AM	Apply →
79	Call tuto	Published	03/06/2023 11:59 AM	05/28/2023 7:06 PM	Apply →
78	Call z	Published	03/28/2023 11:05 AM	03/28/2024 11:05 AM	Apply →
74	TEST LUMP SUMS	Published	03/20/2023 1:00 PM	06/30/2023 1:00 PM	Apply →
64	Certificates Test Call	Published	02/28/2023 8:51 AM	06/30/2023 8:51 AM	Apply →
59	Hello	Published	03/07/2023 12:08 PM	07/13/2023 12:08 PM	Apply →
53	TEST 111 TEST Other	Published	01/22/2023 8:43 PM	09/30/2023 8:43 PM	Apply →
43	CALL test AAAA	Published	01/01/2023 4:28 PM	01/31/2024 4:28 PM	Apply →

interreg Co-funded by the European Union Dashboard

Dashboard / Applications / Apply

Create a new project application

Call: 95 – Test 2 BG POS (upload concept notes)

Start date: 05/16/2023
 End date Step 1: Ends 07/20/2023. Time left: 37 days, 0 hours and 54 minutes.
 End date: Ends 07/31/2023. Time left: 48 days, 0 hours and 54 minutes.
[View detailed call information](#)

Create a new project application

Hint: all project data can be changed before submission.

Please provide an abbreviated project name for easier reference in the application form.

* Project acronym

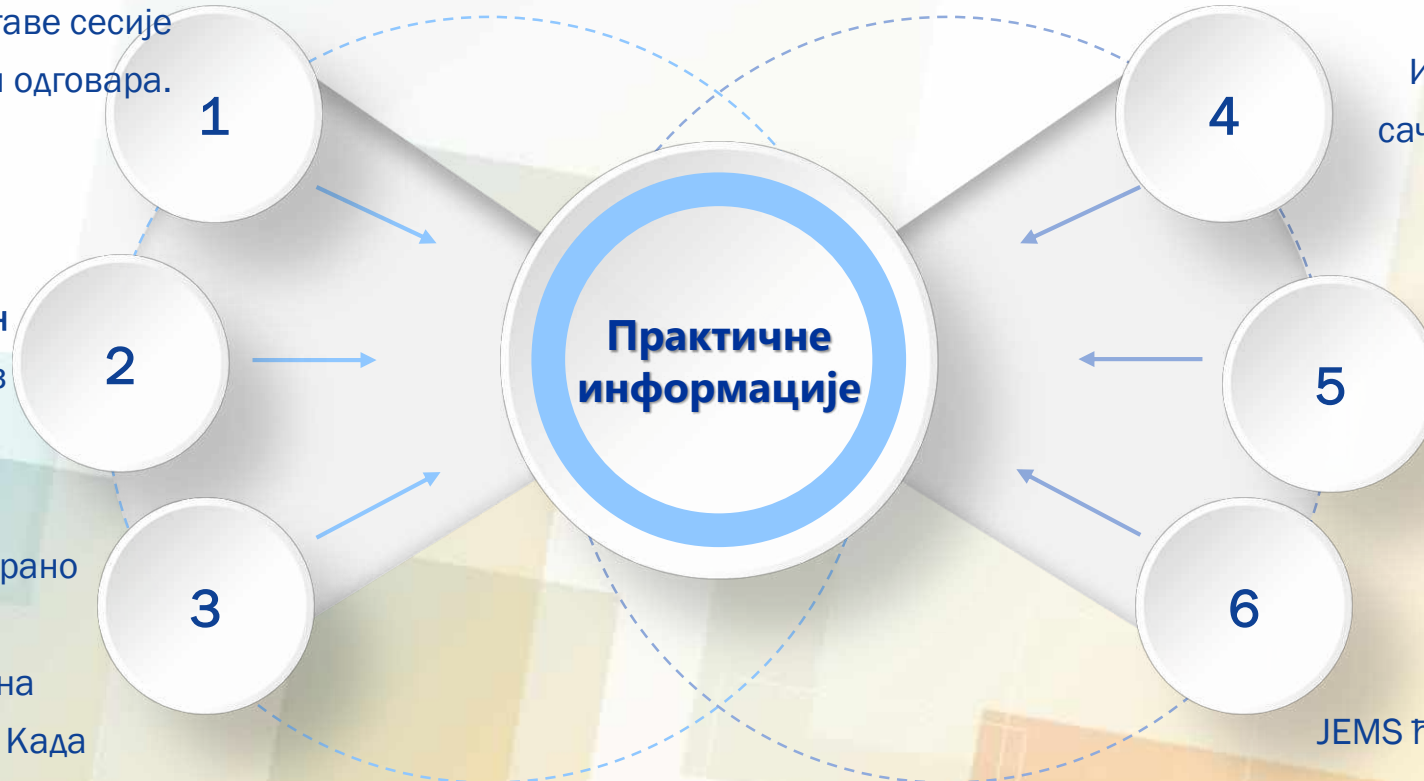
Cancel Create project application →

Практичне информације

JEMS омогућава корисницима да сачувају свој рад и наставе сесије уноса података када им одговара.

Корисници ће бити аутоматски одјављени након 60 минута неактивности без упозорења.

Дугме **SAVE** је деактивирано док се не попуне сва обавезна поља (означена црвеном звездом *). Када се попуне сва обавезна поља, дугме **SAVE** ће постати активно.



Are you sure you want to leave? Your changes will be lost.

Cancel

Confirm

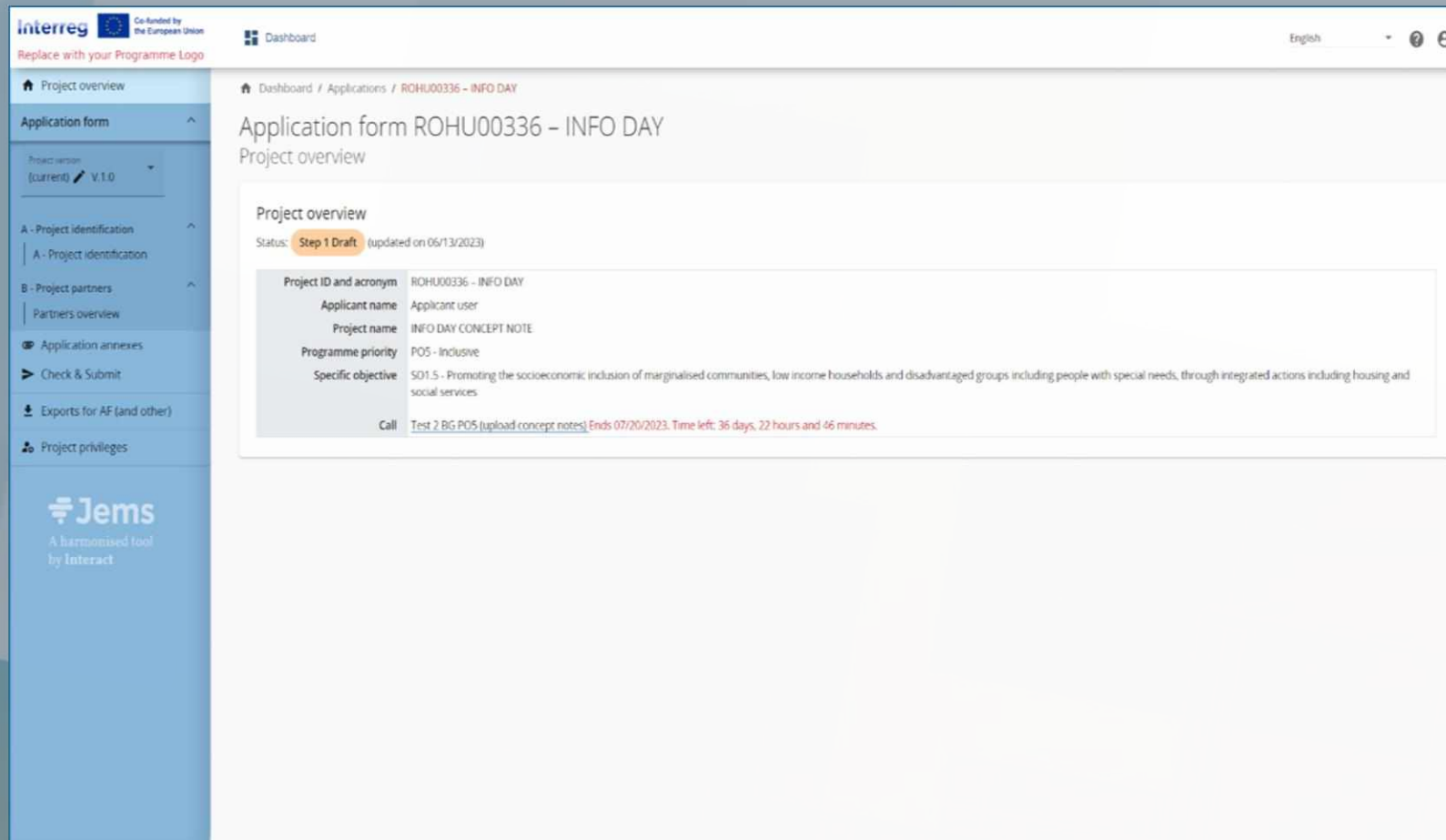
Измене које сте направили могу се сачувати или одбацити. Ако корисник напусти страницу без снимања, приказује се порука упозорења.

Одређена поља су обавезна и у тим случајевима страница не може да се сачува ако нису попуњена.

JEMS ће истаћи поља која недостају.

Апликациони формулар (АФ)

Само делови А и Б су једини видљиви и потребни за пријаву са пројектном идејом



The screenshot displays the 'Application form ROHU00336 – INFO DAY' interface. The left sidebar contains navigation options: Project overview, Application form (with a dropdown for Project version: current V.1.0), A - Project identification, B - Project partners, Application annexes, Check & Submit, Exports for AF (and other), and Project privileges. The main content area shows the 'Project overview' section with the following details:

Project ID and acronym	ROHU00336 – INFO DAY
Applicant name	Applicant user
Project name	INFO DAY CONCEPT NOTE
Programme priority	POS - Inclusive
Specific objective	SO1.5 - Promoting the socioeconomic inclusion of marginalised communities, low income households and disadvantaged groups including people with special needs, through integrated actions including housing and social services
Call	Test 2 BG POS (upload concept notes) Ends 07/20/2023. Time left: 36 days, 22 hours and 46 minutes.

АФ се састоји од следећих пододељака:

- I. Part A - Project identification**
- II. Part B - Project partners**

Part A - Project identification

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Dashboard

English

Replace with your Programme Logo

Project overview

Dashboard / Applications / ROHU00336 - INFO DAY / Project identification

Application form

Project version: V.1.0 Step 1 Draft

Application form ROHU00336 - INFO DAY

A - Project identification

A.1 Project identification

* Asterisks indicate information required for saving.

Please be aware there may be gaps in the numbering of sections, due to the programme's configuration of application form for this call.

Project ID: automatically created
ROHU00336

Project acronym
INFO DAY

Project title

Project duration

Project duration in months	Default period length in months	Number of periods
12	3	4

Project priority and specific objective

* Programme priority
POS - Inclusive

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Dashboard

English

Replace with your Programme Logo

Project overview

Dashboard / Applications / ROHU00336 - INFO DAY / Project identification

Application form

Project title

Project version (current) V.1.0

A - Project identification

A.2 Project summary

Please give a short overview of the project and describe:

- the common challenge of the programme area you are jointly tackling in your project
- the overall objective of the project and the expected change your project will make to the current situation
- the main outputs you will produce and those who will benefit from them
- the approach you plan to take and why a cross-border/transnational/inter-regional approach is needed
- what is new/original about the project.

Summary

Jems A harmonised tool by Interact



Part B - Project partners

The screenshot shows the 'Add new partner' page in the application form. The breadcrumb trail is 'Dashboard / Applications / ROHU00336 - INFO DAY / Partners overview / Create partner'. The page title is 'Application form ROHU00336 - INFO DAY'. The left sidebar shows the navigation menu with 'Partners overview' selected. The main content area is titled 'B.1.1 Partner identity' and includes a 'Partner role' section with buttons for 'Partner' and 'Lead partner'. Below this are input fields for 'Abbreviated name of the organisation LP' and 'Name of the organisation in english LP'. At the bottom, there is a 'Legal and financial information' section with a dropdown for 'Legal status' set to 'Public'. The footer contains 'Discard changes' and 'Create' buttons.

The screenshot shows the 'Lead partner LP' page in the application form. The breadcrumb trail is 'Dashboard / Applications / ROHU00336 - INFO DAY / Partners overview / LP1 LP'. The page title is 'Application form ROHU00336 - INFO DAY'. The left sidebar shows the navigation menu with 'LP1 LP' selected. The main content area is titled 'B.1.1 Partner identity' and includes a 'Partner role' section with buttons for 'Partner' and 'Lead partner'. Below this are input fields for 'Abbreviated name of the organisation PP2' and 'Name of the organisation in english PP2'. At the bottom, there is a 'Legal and financial information' section with a dropdown for 'Legal status' set to 'PUBLIC-PRIVATE'. The footer contains 'Discard changes' and 'Save changes' buttons.



Part B - Project partners

The screenshot shows the 'B.1.2 Partner address' section of the application form. The left sidebar contains navigation options: Project overview, Application form, Project version (V.1.0), A - Project identification, B - Project partners (selected), Application annexes, Check & Submit, Exports for AF, and Project privileges. The main content area has tabs for Identity, Address (selected), and Motivation. Below the tabs, there is a section for 'Partner main address' with a link to 'Information about NUTS codes and how to identify your region'. Below this are input fields for Country (Bulgaria (BG)), NUTS 1 (Severozapaden (BG31)), NUTS 3 (Montana (BG312)), City (Montana), and Homepage. A green confirmation message at the bottom states 'Partner organisation details saved successfully.'

The screenshot shows the 'B.1.6 Partner motivation and contribution' section of the application form. The left sidebar is similar to the previous screenshot, with 'B - Project partners' selected. The main content area has tabs for Identity, Address, and Motivation (selected). The section title is 'B.1.6 Partner motivation and contribution'. It contains two text input areas with language selection buttons (DE, EN, FR, HU). The first input area is titled 'Which of the organisation's thematic competences and experiences are relevant for the project?' and contains a list of bullet points: 'Expand their Reach', 'Enhance their Expertise', and 'Drive innovation'. The second input area is titled 'What is the role (contribution and main activities) of your organisation in the project?' and contains a list of three numbered points: '1. [Expertise/Area of Specialization]', '2. [Collaborative Approach]', and '3. [Specific Activities]'. A third input area at the bottom is titled 'If applicable, describe the organisation's experience in participating in and/or managing EU co-financed projects or other international projects.' and contains a paragraph of text. A green confirmation message at the bottom states 'Partner organisation details saved successfully.'

Project overview

Application form

Project version
(current) V.1.0

A - Project identification

A - Project identification

B - Project partners

Partners overview

LP1 LP

PP2 PP1

PP3 PP2

Application annexes

Exports for AF (and other)

Project privileges

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Dashboard / Applications / INT9500274 - BG_MK / Application annexes

Application form INT9500274 - BG_RS

Application annexes

Attachments ⓘ Please refer to user manual to get more details about file management.

Application attachments

Partners

LP1 LP

PP2 PP2

There are no files uploaded.

Upload file

Отпремите само
скениране тражене
фајлове:

1. Application form of the concept note (Annex 1),
2. Budget forecast (Annex 1.1).
3. Letter of Commitment (Annex 2) .
4. Project Maturity Development Plan (Annex 3).

Провере пре подношења и Подношење обрасца за пријаву

Dashboard / Applications / INT9500274 - BG_MK / Check and submit

Application form INT9500274 - BG_RS

Check & Submit

You are about to officially submit your project application: INT9500274 - BG_MK.
Make sure to submit your project in time before the call end date. Further information on the deadline can be found in the call information and in the project overview. Please be aware that after submission, changes to the application form are no longer possible.

10 Issue(s) ^

Run pre-submission check **Submit project application**

A - Project identification

- Project title is missing
- Project duration is missing
- Programme priority is missing
- Summary in EN is missing

To submit this application, all conditions of the pre-submission must be met.

Error/Warning inconsistent/missing information in the section	Green light verification of the section passed successful
---	---

Pre-submission check


Before you can submit your application form, the pre-submission-check needs to be valid. The check will provide you with an overview of missing or inconsistent data. Results do not update automatically. Run the check again after changes to your application form.

Run pre-submission check **Submit project application**

A - Project identification

B - Project partners

0 Issue(s) v



- Пре него што можете да поднесете образац за пријаву, провера пре подношења мора да буде важећа.
- За пројектне апликације „Call 1“, само релевантна поља у апликацијском кораку 1 подлежу аутоматским проверама.
- Провера ће вам пружити преглед података који недостају или су недоследни.
- Резултати се не ажурирају аутоматски. Поново покрените проверу након промене обрасца за пријаву.



THANK YOU
FOR YOUR
ATTENTION

.....

..... **Оперативна јединица**

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