



EPISA 2021 – BUILDING A BETTER EUROPE FOR CITIZENS

APPLICATION FORM



Introduction

The application form consists of four parts, all of which need to be completed for application to be valid.

Part 1 – Base project information

Part 2 – Project executive summary

Part 3 – Project information relevant to the evaluation criteria

Part 4 – Declaration

Applications can be submitted at any time before the closing date/time for applications.

Projects will be evaluated solely on the basis of the information submitted in this form. Any other accompanying materials submitted in whatever format will not be taken into account in this first stage of the evaluation process.

The closing date/time for applications is 10th May 2021, 23:59 hours CET.

Before starting the application process, applicants are advised to read the application guide for EPSA 2021, "How to apply for EPSA 2021" and the "EPSA 2021- Call for applications".

Once submitted, the applicants will be informed about their successful project submission by the EPSA Team.

Mail this application to: info.epsa@eipa.eu

PART 1 – BASE PROJECT INFORMATION

Administrative and basic information

Name of project *	
EPSA 2021 Theme relevant to the project *	<input type="checkbox"/> Digital Public Administration <input type="checkbox"/> Green Public Administration <input type="checkbox"/> Innovative Public Administration
Size of the lead organisation (number of employees/annual income) *	
Country*	
Address *	
Telephone number *	
Email address *	
Website(s) of lead organisation and, if relevant, of the project	
Name of person submitting an application on behalf of the lead organisation:	
Role of the person submitting an application on behalf of the lead organisation	

Name(s) of partner organisation(s) in application (if any)					
Is the project supported by EU Funds? Yes/No (delete as appropriate) If so, which funds?					
Previous EPSA participation	<input type="checkbox"/> 2009 <input type="checkbox"/> 2011 <input type="checkbox"/> 2013 <input type="checkbox"/> 2015 <input type="checkbox"/> 2017 <input type="checkbox"/> 2019				
Previous EPSA number (optional)					
Sub-theme relevant to the project Please select which of these themes is relevant to your project. You can choose more than one option.	Governance and public administration	Revenue administration, public financial management	Growth and business environment	Labour market, education, health and social services	Financial sector and access to finance
	<input type="checkbox"/> Governance	<input type="checkbox"/> Tax administration efficiency	<input type="checkbox"/> Foreign investment & trade policy	<input type="checkbox"/> Labour market	<input type="checkbox"/> Capital market development
	<input type="checkbox"/> Central & local administration	<input type="checkbox"/> Tax evasion and fraud	<input type="checkbox"/> SME and competition policy	<input type="checkbox"/> Welfare system	<input type="checkbox"/> Financial literacy

<input type="checkbox"/> e-Government	<input type="checkbox"/> Tax compliance	<input type="checkbox"/> Research, innovation and digital economy	<input type="checkbox"/> Pension system	<input type="checkbox"/> Financial sector supervision
<input type="checkbox"/> Management of human resources	<input type="checkbox"/> Tax modelling	<input type="checkbox"/> Transport, tourism, agriculture	<input type="checkbox"/> Healthcare and long-term care	<input type="checkbox"/> Insolvency
<input type="checkbox"/> Better regulation	<input type="checkbox"/> Digitalisation	<input type="checkbox"/> Licensing, inspections	<input type="checkbox"/> Education & vocational training	<input type="checkbox"/> Crisis management
<input type="checkbox"/> Anti-corruption & anti-fraud strategies	<input type="checkbox"/> Spending reviews, public accounting	<input type="checkbox"/> Investment and PPPs		<input type="checkbox"/> Insurance undertakings
<input type="checkbox"/> Anti-money laundering strategies	<input type="checkbox"/> Fiscal framework	<input type="checkbox"/> Natural resources		
<input type="checkbox"/> Judicial reform	<input type="checkbox"/> Budget preparation and execution	<input type="checkbox"/> Energy and climate		

PART 2 – PROJECT EXECUTIVE SUMMARY

Case Description

Executive summary (max. 1500 words) * – to be published on a digital platform for highest ranking projects, including:

- **Background**, i.e., reasons for/background to project
- **Objectives of the project**, i.e., aims/issues to be addressed
- **Area/sector**, i.e., economic affairs, environmental protection, climate change and agriculture, housing and community amenities, science, research, innovation, social protection, transport and infrastructure, taxation, customs, finances, etc.
- **Resources**, i.e., budget and staff allocated etc.
- **Implementation**, i.e., governance, management, structures, processes, communication etc.
- **Summary of key points relevant to evaluation criteria** (from Part 3)

PART 3 – PROJECT INFORMATION RELEVANT TO EVALUATION CRITERIA

Main content part

Innovation* (max. 500 words), e.g., evidence of the novelty of the solution, the degree to which the case shows a leap of creativity in the practice of public administration and demonstrates a different approach that goes beyond what was previously applied and how this results from a learning, innovation and self-improvement culture within the entity and/or adaptation/evolution of innovative solutions by other entities.

Impact/results* (max. 400 words), e.g., evidence of achievement of planned objectives and activities by an illustration of proven evidence of benefits, visible impact/tangible results (which may be based on demonstrably high levels of achievement/ achievement of significant improvements from a low base).

Stakeholder engagement* (max. 400 words), e.g., evidence of citizen, business and civil society co-operation and/or response to the consultation, evidence of intelligent engagement with external and/or internal stakeholders that can influence the design and production of services and of intelligent partnership and governance models.

Relevance* (max. 400 words) e.g., evidence of the particular needs and constraints of the context, the core needs of target groups and final beneficiaries and how the actions address those needs.

Sustainability* (max. 400 words) e.g., evidence of how the case shows elements that allow it to be sustained beyond an initial period, including considerations of financial and operational sustainability and of senior administrative level support/political support.

Transferability* (max. 400 words): e.g., the case has potential value and lessons which are relevant to other entities because it provides the potential for successful replication in/adaptation to other contexts (e.g. different Member States and levels of government and peers).

PART 4 – DECLARATION

Finalize

By submitting this project application, the project applicants confirm that, in their understanding, they comply with the eligibility criteria for EPSA 2021 set out in the application guide (“How to apply for EPSA 2021”).

LINK to “How to apply for EPSA 2021”

By submitting this project application, project applicants also consent to the terms of EIPA’s General Data Protection Policy and the Copyright Statement.

LINK to EIPA’s General Data Protection Policy and the Copyright Statement

By submitting this project, the project applicant(s) consent:

- the use by EIPA and its institutional partners of EPSA 2021 of the data included in this application, and any additional materials (e.g., interview, video, photo) submitted to the EPSA Team as part of the application, or at a later stage, related to this project, for any lawful purpose, including, but not exclusively:
 - Publicity
 - Knowledge dissemination
 - Training
 - Research
- To the inclusion of all data submitted in this application or at a later stage, related to this project in a database of case studies funded by the EU Commission.

Name of lead organisation*	
Name and role of the person submitting an application on behalf of the lead organisation*	
Signature of the person submitting an application on behalf of the lead organisation*	
Date of application*	

Evaluation Notes	If your project is awarded a Best Practice Certificate, do you agree to its evaluation notes being published on the EPSA website? <input type="checkbox"/> Yes
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	<input type="checkbox"/> No
Interview	Do you agree to be contacted to conduct an interview about the submitted project, for the purposes of project communication and knowledge dissemination?
Video/photo material	Do you agree that video or photo material submitted with your application will be used in EPSA and EIPA social media platforms for the purposes of project communication and knowledge dissemination?
Legal Notice*	<input type="checkbox"/> I read and agree to the Legal notice, which includes the Privacy and Cookie Notice. ATTENTION! Applications cannot be submitted until the Data Protection Policy and Copyright Statement terms are met. Please fill in the checkbox above to proceed.