

Checklist to plan the participation of partners in monitoring committees

1. Which partners are you (is the Managing Authority) planning to involve in monitoring committees?

Use the following template to identify the reasons why each partner should or should not be involved in monitoring committees. Once you have identified the reasons, assess if the only reason for not including a specific partner is related to their capacity. If you assess that their participation could bring an added value to the monitoring and evaluation of the Programme, thus contributing also to a better implementation, it is recommended that you include them and in parallel develop specific capacity building actions.

PARTNERS	YES	NO	WHY?	WITH WHICH FUNCTION?
a) Regional, local, urban and other public authorities				
Regional authorities				
Local authorities				
Urban authorities (PS Cities and metropolitan areas)				
Other public authorities, including those responsible for horizontal principles and the implementation of equal treatment				
b) Economic and social partners				
Representatives from business organisations or chambers of commerce				
Representatives from the social partners, i.e. employers' organisations and trade unions, including those representing SMEs and social economy organisations				
c) relevant bodies representing civil society, such as environmental partners, non-governmental organisations, and bodies responsible for promoting social inclusion, fundamental rights, rights of persons with disabilities, gender equality and non-discrimination				
Environmental partners				
Non-governmental organisations responsible for promoting social inclusion and fundamental rights				
Non-governmental organisations responsible for promoting rights of persons with disabilities				
Non-governmental organisations responsible for promoting gender equality and non-discrimination				
Other organisations or groups which are significantly affected or likely to be significantly affected by the implementation of the ESI Funds, in particular groups considered to be at risk of discrimination and social exclusion				
Bodies representing local action groups				
d) research organisations and universities, where relevant				

Research organisations and universities				
Additional partners				
Youth organisations				
Women organisations				
Non-profit organisations representing migrants				
Networks, coalitions and partnerships focusing on specific areas relevant to the investment priorities chosen				
Social service providers (from the public, private, non-profit and social economy sectors)				
General public				
Others, please specify				

2. Which role are you envisaging to assign to each partner participating in monitoring committees?

The following checklist supports Managing Authorities (or national monitoring committees set up by government structures) in defining the roles of partners in the monitoring committees (based on art. 40 CPR).

ROLE OF PARTNERS IN MONITORING COMMITTEES	YES/NO	IF YES, WHICH ONES?	HOW?
Partners will be / are involved in the preparation of Programme amendments			
Partners will be / are involved in the assessment of the performance of Programmes			
Partners' opinions will be / are included in the drafting of opinions and observations by the monitoring committee			
Partners (will) examine the progress in Programme implementation and in achieving the milestones and targets			
Partners (will) examine any issues that affect the performance of the Programme and the measures taken to address those issues			
Partners (will) analyse the contribution of the Programme to tackling the challenges identified in the relevant country-specific recommendations that are linked to the implementation of the Programme			
Partners (will) participate in the ex-ante assessment of disbursement in the form of financial instruments			
Partners will be / are involved in assessing the progress made in carrying out evaluations, syntheses of evaluations and any follow-up given to findings			
Partners will be / are involved in assessing the implementation of communication and visibility actions			
Partners will be / are involved in assessing the progress in implementing operations of strategic importance			

Partners will be / are involved in assessing the fulfilment of enabling conditions and their application throughout the programming period			
Partners will be / are involved in assessing the progress in administrative capacity building for public institutions, partners, and beneficiaries			
Partners will be / are involved in assessing information regarding the implementation of the contribution of the Programme to the Invest EU Programme			