

REGIONE LAZIO  
Department of Labour and new rights, School and  
Training, Reconstruction Policies, Personnel  
Regional Directorate for Education, Training and  
Labour

Implementation of Lazio Region Operational Programme  
European Social Fund 2014-2020

Axis 2 - Social inclusion and combating poverty

Investment priority 9.i - Active inclusion, in order to promote equal opportunities, active participation and to  
improve employability

Specific objective 9.1 - Reducing poverty and social exclusion and promoting social innovation  
Pivotal Action 41

PUBLIC NOTICE

Implementation of interventions and networks for the care and socio-occupational  
inclusion of the Ukrainian population on the territory of Lazio Region



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## 1. Legal framework

- The Lazio Region Statute;
- Regional Law no. 6 of the 18<sup>th</sup> of February 2002, and subsequent amendments and additions, concerning the "Discipline for the organisational system of the Giunta and the Consiglio and provisions relating to management and regional staff";
- Regional Regulation no. 1 of the 6<sup>th</sup> of September 2002, as amended and supplemented, on the "Regulation on the organisation of the offices and services of the Regional Council";
- Communication from the Commission of the 3<sup>rd</sup> of March 2010 - "Europe 2020: A strategy for smart, sustainable and inclusive growth";
- Position Paper of the Commission Services on the preparation of the Partnership Agreement and the Programmes in ITALY for the period 2014-2020 - Ref. Ares (2012) 1326063 – of the 9<sup>th</sup> of November 2012 which identifies the main challenges, funding priorities and possible success factors for the new 2014-2020 programming period;
- Document of the Ministry of Economic Development - Department for Development and Economic Cohesion of 27<sup>th</sup> December 2012 - "EU funds, methods and objectives for effective use in 2014-2020";
- Regulation (EU) No 1303/2013 of the European Parliament and of the Council of the 17<sup>th</sup> of December 2013 containing common provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund, the European Agricultural Fund for Rural Development and the European Maritime and Fisheries Fund and containing general provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund and the European Maritime and Fisheries Fund and repealing Council Regulation (EC) No 1083/2006;
- Regulation (EU) No 1304/2013 of the European Parliament and of the Council of 17<sup>th</sup> December 2013 on the European Social Fund and repealing Council Regulation (EC) No 1081/2006;
- Regulation (EU, Euratom) 2018/1046 (so-called OMNIBUS) of the European Parliament and of the Council of the 18<sup>th</sup> of July 2018 on the financial rules applicable to the general budget of the Union and amending Regulations (EU) 1296/2013, (EU) 1301/2013, (EU) 1303/2013, (EU) 1304/2013, (EU) 1309/2013, (EU) 1316/2013, (EU) 223/2014, (EU) 283/2014 and Decision 541/2014/EU, and that repeals Regulation (EU, Euratom) 966/2012;
- Regulation (EU) 2020/460 of the European Parliament and of the Council of the 30<sup>th</sup> of March 2020 amending Regulations (EU) No 1301/2013, (EU) No 1303/2013 and (EU) No 508/2014 as regards specific measures to mobilise investment in Member States' health systems and other sectors of their economies in response to the COVID-19 outbreak (Coronavirus Response Investment Initiative);
- Regulation (EU) 2020/558 of the European Parliament and of the Council of the 23<sup>rd</sup> of April 2020 amending Regulations (EU) No 1301/2013 and (EU) No 1303/2013 as regards specific measures to provide exceptional flexibility in the use of European structural and investment funds in response to the outbreak of COVID-19;
- Regulation (EU) 2020/2221 of the European Parliament and of the Council of the 23<sup>rd</sup> of December 2020 amending Regulation (EU) No 1303/2013 as regards additional resources and implementing rules for providing assistance to promote overcoming the effects of the crisis in the context of the COVID-19 pandemic and its social consequences and preparing for a green, digital and resilient recovery of the economy (REACT-EU);
- Commission Delegated Regulation (EU) No 480/2014 of the 3<sup>rd</sup> of March 2014 supplementing Regulation (EU) No 1303/2013 of the European Parliament and of the Council containing common provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund, the European Agricultural Fund for Rural Development and the European Maritime and Fisheries Fund and containing general provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund and the European Maritime and Fisheries Fund;
- Commission Implementing Regulation (EU) No 821/2014 of 28<sup>th</sup> July 2014 containing detailed rules for the implementation of Regulation (EU) No 1303/2013 of the European Parliament and of the Council as regards detailed rules for the transfer and management of contributions from programmes, reporting on financial instruments, technical characteristics of measures of information and communication for operations and the data recording and storage system;

- COM (2022) 109 final 2022/0075 (COD) Brussels, 8.3.2022 - Proposal for a REGULATION OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL amending Regulation (EU) No 1303/2013 and Regulation (EU) No 223/2014 as regards Cohesion Action for Refugees in Europe (CARE)
- the Implementing Decision C(2014) 9799 final of the European Commission of the 12<sup>th</sup> of December 2014 approving certain elements of the Operational Programme "Regione Lazio Programma Operativo Fondo Europeo 2014-2020" (POR Lazio ESF 2014-2020) for the support of the European Social Fund under the objective "Investment for growth and jobs" for the Lazio Region CCI 2014IT05SFOP005, as amended by the European Commission's Implementing Decision (2018) 7307 final, dated 29<sup>th</sup> of October 2018 and the European Commission's Implementing Decision C(2020) 8379 final, dated 24<sup>th</sup> of November 2020;
- Determinazione Dirigenziale n. B06163 of the 17<sup>th</sup> of September 2012, bearing the "Regional Directive for the implementation, reporting and control of activities co-financed by the European Social Fund and other Funds" and its Annexes A and B;
- the Directive of the Lazio Region President no. R00004 of the 07<sup>th</sup> of August 2013 concerning the establishment of the Steering Committee for the implementation of regional and European policies (Coordination and Management of Structural Funds and other ordinary and/or additional financial resources);
- Regional Council Resolution No. 2 of the 10<sup>th</sup> of April 2014 approving the "Guidelines for the efficient use of financial resources for development 2014-2020";
- the Deliberation of the Regional Council no. 479 of the 17<sup>th</sup> of July 2014 adopting the proposals for the Regional Operational Programmes: European Regional Development Fund (ERDF), European Social Fund (ESF) and Rural Development Programme - European Fund for Rural Development (RDP EAFRD) 2014-2020;
- the Deliberation of the Regional Council no. 660 of the 14<sup>th</sup> of October 2014, by which the Audit Authority, the Certifying Authority, the ERDF Managing Authority and the ESF Managing Authority are designated for the 2014-2020 planning cycle;
- the Deliberation of the Regional Council no. 55 of the 17<sup>th</sup> of February 2015 on "Taking note of the Operational Programme of the Lazio Region ESF - CCI2014IT05SFOP005 - Programming 2014-2020, within the Objective "Investment for growth and employment";
- the Deliberation of the Regional Council no. 252 of 26<sup>th</sup> May 2015 on "Adoption of the Unified Strategy for communication and information activities related to the 2014-2020 programming of the EIS Funds";
- the Determinazione Dirigenziale N. G14284 of 20<sup>th</sup> November 2015, bearing the title "Communication Strategy ESF Programming 2014-2020 - Transposition of the ESF logo, the Lazio Europa logo, the Guidelines for the beneficiaries of the European Social Fund and approval of the new version of the Manual of Style of the POR FSE Lazio 2014-2020";
- Determinazione Dirigenziale no. G13943 of the 15<sup>th</sup> of October 2019, amendment of the document "Description of the functions and procedures of the Managing Authority and the Certifying Authority" - Programma Operativo della Regione Lazio FSE 2014-2020, Ob. " Investment for growth and employment " approved by Deliberazione di Giunta Regionale no. 410 of the 18<sup>th</sup> of July 2017 and subsequently amended by Determinazioni Dirigenziali no. G10814 of the 28<sup>th</sup> of July 2017 and no. G13018 of 16/10/2018;
- the Determinazione Dirigenziale no. G14105 of the 16<sup>th</sup> of October 2019, amendment of the document "Manual of procedures of the MA/OOII", its annexes, and the Audit Trail - Operational Programme of the Lazio Region ESF 2014-2020, Ob. "Investments for growth and employment" approved by the Determinazione Dirigenziale no. G10826 on the 28<sup>th</sup> of July 2017 and subsequently amended by the Determinazione Dirigenziale no. G13043 of the 16<sup>th</sup> of October 2018.
- Law No 241 of 1990 "New rules on administrative procedures and the right of access to administrative documents", as amended;

- Legislative Decree No 159 of 6<sup>th</sup> September 2011 Code of anti-mafia laws and prevention measures, as well as new provisions on anti-mafia documentation, pursuant to Articles 1 and 2 of Law No 136 of the 13<sup>th</sup> of August 2010;
- Deliberazione Giunta Regionale n. 682 del 01/10/2019 - Revoca della D.G.R. 29<sup>th</sup> novembre 2007, n.968 e s.m.i. Approval of the new Directive concerning the accreditation of training and guidance providers in the Lazio Region;
- Legislative Decree No. 117 of 3<sup>rd</sup> of July 2017 (Third Sector Code)
- Decree-Law No. 14 of the 25<sup>th</sup> of February 2022 Urgent provisions on the crisis in Ukraine.
- Decree-Law No. 16 of the 28<sup>th</sup> of February 2022 on further urgent measures for the crisis in Ukraine.
- Order of Civil Protection Head of the Department n. 872 of the 4<sup>th</sup> of March 2022 bearing "Urgent civil protection provisions to ensure, on the national territory, reception, relief and assistance to the population as a result of the events taking place on the territory of Ukraine";
- Decree of the Lazio Region President no. T00030 of the 5<sup>th</sup> of March 2022: Order of Civil Protection Head of the Department no. 872 of the 4<sup>th</sup> of March 2022 "Urgent civil protection provisions to ensure, on the national territory, reception, relief and assistance to the population as a result of the events taking place on the territory of Ukraine". Establishment of Lazio Region Crisis Unit for the management of the emergency;
- Decree-Law no. of the 21<sup>st</sup> of March 2022 - Urgent measures to counter the economic and humanitarian effects of the Ukrainian crisis;
- DPCM of the 28<sup>th</sup> of March 2022 on temporary protection and assistance of war refugees from Ukraine.
- Order of Civil Protection Head of the Department No 881 of the 29<sup>th</sup> of March 2022 - Additional urgent civil protection provisions to ensure, on the national territory, the reception, relief and assistance to the population as a result of the events taking place in the territory of Ukraine.

Without prejudice to specific indications contained in this Notice, the operations are carried out in compliance with the rules set out in Regulation (EU) No 1303/2013 and Regulation (EU) No 1304/2013, as amended by Regulation (EU, Euratom) 2018/1046. The Notice is implemented in compliance with the Management and Control System approved by D.G.R. no. 410 of the 18<sup>th</sup> of July 2017 for the 2014-2020 ESF programming period, as amended, and with Directive B06163/2012, taking into account the verification of consistency between the provisions of the above-mentioned measures and the EU legislation.

## 2. Notice features

### 2.1 Purpose

Considering the recent conflict between Russia and Ukraine, which has generated a serious humanitarian crisis and a huge inflow of refugees to EU countries, the EU's Home Affairs Council has activated the procedure provided for Directive 55 of 2001, which lays down minimum standards for granting temporary protection and obliges European states to deal collectively with the emergency situation.

At national level, the strong migratory pressure of recent years has contributed to determine a national reception system that has gone, from a mostly emergency state, with related difficulties in consolidating qualitatively standardised reception practices and integration of migrants, to a more structured situation in the various areas of the country, but which risks being subjected to new criticalities precisely because of the most recent events.

According to data from the Ministry of the Interior, up to the 30<sup>th</sup> of March 2022, the number of Ukrainian refugees arriving in Italy has reached 76,847 units (39,617 women, 7,435 men and 29,795 minors) and this figure is destined to increase further, leading the Civil Protection to set up, together with the Regions, Prefectures, Municipalities and all reception and assistance bodies, Crisis Unit.

The migratory phenomenon that the country could face therefore requires rapid and effective interventions. This could be using a diversified network of competences responding the different needs and experimenting, at the same time, new operational methods and integrated forms of collaboration between the public and private sectors, which act in complementarity with the reception systems already present in the territories. In fact, the scenario of inclusion services related to the reception of refugees is represented by a system in which various actors are involved, providing various types of services, ranging from humanitarian relief to basic health care and specialist support related to inclusion aimed at employability.

Lazio Region and, in particular, the city of Rome will presumably exert a considerable force of attraction towards the Ukrainian population, connected with the need for inclusion in reception programmes, as well as with the possibility of meeting members of their own community or operators of third sector associations and organisations.

In this sense, it is necessary for the Region to implement integrated actions at a territorial level that can offer paths of inclusion in terms of housing, language, work and schooling. Ukrainian refugees will arrive on the territory under the temporary protection, provided for by EU Directive no. 55/2001, and which is applied at a national level thanks to the Prime Ministerial Decree of the 28<sup>th</sup> of March 2022.

In view of the particular importance of migration phenomenon, Lazio Region has already implemented in the past several actions aimed at the inclusion of migrants and transiting persons. This could have been possible integrating various national and territorial levels of competence and involving those who work both in the public and in the private sector.

These phenomena have characterised the regional context for some time now. Even the intervention strategy of the 2014-2020 Lazio ESF ROP has acquired, in the recent years, an information basis for the identification of targeted interventions closely linked to regional development objectives, especially the improvement of the living and working conditions of people in the territory.

Specifically, the Operational Programme with reference to Axis 2 - Social inclusion and the fight against poverty has identified among the programming assets also the Investment priority 9.i - Active inclusion, in order to promote equal opportunities, active participation and to improve employability

Specific objective 9.1 - Reducing poverty and social exclusion and promoting social innovation, where the intention is to implement diversified interventions in order to achieve effective actions in support of social inclusion.

Moreover, the measure is fully in line with the unitary Lazio planning which frames the set of initiatives implemented by the Regional Council for the development of the Region - and is specifically framed within the framework of Pivotal Action 4I "Interventions to counter the risks of poverty and social exclusion", which includes a number of measures, including the one covered by this notice.

The current intervention is also consistent with the proposal for (Cohesion's Action for Refugees in Europe CARE), adopted by the European Commission on the 8<sup>th</sup> of March 2022, which allows Member States and regions to provide emergency support to people fleeing war and introduces the necessary flexibility in the cohesion policy rules for the period 2014-2020 to allow for a rapid reallocation of available funding for such emergency support.

### 3. Notice target

The purpose of the notice is the financing and networking of integrated active policy initiatives to be carried out through qualified subjects who, for various reasons and in line with national and regional legislation, already intervene in the activities of taking charge of the subjects targeted by this intervention, in order to expand the opportunities for social inclusion, strengthen the activation paths aimed at the most fragile categories, experimenting with social innovation projects in the field of social policies.

In the context of and to complete the framework outlined above, the Lazio Region intends, therefore, to carry out a specific intervention aimed at the creation and development of networks for the social and labour inclusion of the Ukrainian population, with the active involvement of associations and organisations of the third sector operating on the regional territory, in order to define a model of governance and provision of standardised services and thus achieve high quality levels for the provision of the services themselves.

### 4. Breakdown of eligible interventions

The interventions eligible for funding must be divided into personalised individual actions and actions for groups of at least 20 but no more than 40 recipients through the widest possible involvement of stakeholders. The projects must also be characterised by a high level of integration of the interventions and have as their basic approach that of involving the recipients in positive active policy actions or in any case in interventions that strengthen the empowerment processes of individuals, towards the definition of personal trajectories of stabilisation and socio-occupational integration accompanied in the chosen contexts and responding to the particular individual needs.

The provision of services must be fully accessible, both in terms of logistics and in terms of the methods used and the content produced, to everyone, including people with mild motor or cognitive disabilities.

Within Action I the applicant must provide for one or more of the actions indicated in Categories I and II in order for the project proposal to be eligible.

It should be noted that, as regards action 2, relating to the process of comparison and construction of a system of inclusion spread throughout the territory which aims at the implementation of integrated actions in a network mode specifically addressed to the reception and integration of the Ukrainian population, the same must be described in detail within the project proposal, including the choices of the applicant to allow a broader and more structured system action that allows the implementation of what is provided for in Category III - Active policy interventions for job placement and access to vocational training and higher education.

#### 4.1 Action I

The initiative is divided into an initial phase characterised by the taking charge of the addressees of the intervention, which will be carried out in different ways according to the typologies and may envisage both direct identification interventions on the territory and taking charge in cooperation with the competent reference networks and services with respect to the chosen targets. At the same time, the orientation activity will be carried out through assessment and counselling approaches in order to achieve an initial assessment of the resources, skills, aptitudes and desires of the person as well as social, economic, family and social context difficulties and possible health problems. The activity can be carried out according to group and/or individual modalities and will be aimed at carrying out a screening preliminary to the definition of the subsequent individualised project.

Once this first cognitive phase is completed, the activity will continue through the articulation of the following categories of interventions that will be carried out by the ATI/ATS members according to their specific characteristics.

#### Category 1 - Measures to strengthen knowledge and skills and their recognition

- linguistic-cultural support services. The service aims to bring different cultures closer together and enable dialogue between them, which is an essential condition for achieving the inclusive aims of the intervention. It is about enabling a process of mutual understanding, not only linguistic but also cultural, in order to define adequate support paths;
- literacy services. Language literacy interventions, also in sign language, with particular attention to the most vulnerable (people with disabilities, including sensory disabilities, minors, people with a low level of schooling), identifying knowledge of the language as a fundamental tool in the process of communication and linguistic and socio-economic integration;
- specialised services related to the enhancement of knowledge, inclusion in training processes (including higher education) and employability. This involves activating actions aimed at supporting refugees in the choice of:
  - vocational training (within the regional repertoire) and specialised training courses capable of conveying appropriate skills to facilitate effective integration into the world of work;
  - high-level training courses at postgraduate schools as an alternative to universities, which encourage the entry of professionals into the labour market in line with the needs of companies;
  - postgraduate training courses (masters, postgraduate courses, doctorates, etc.).

The service should make it possible to build bridges between training courses already activated in the country of origin, and currently interrupted, for their continuation and completion also within the present school/training/academic year.

- reception and first information services, identification and transparency of professional skills, also identified in the regional repertoire. The aim is to identify and explain the professional skills of refugees, through the use of appropriate methodologies and tools, in order to make them aware of the expendability of these skills in the Italian context, also with a view to linking and converting qualifications through the systems of recognition of qualifications defined at EU and national level.

#### Category II - Basic support for the needs of specific target groups

- access to the Psychologist Bonus (soon to be activated) aimed at young people, in order to benefit from individual support towards the solution of problems related to the reduction of stress factors and pathologies linked to the psychological sphere.
- support and orientation services for women. Due to the significant presence of Ukrainian women arriving in the country, particular attention should be paid to the definition of a specific support for the female component, through guidance and support aimed at personal autonomy and empowerment;
- language mediation services. Language mediation actions, also in sign language, should be foreseen in order to facilitate relations between the resident population and the refugees, with the aim of promoting mutual knowledge and understanding. The actions should be characterised by a high level of communication skills, active listening and knowledge of both the host country and the country of origin (culture, laws, traditions, etc.);
- housing guidance services to be carried out in conjunction with the regional structure of the Ukraine Emergency Crisis Unit and aimed at identifying possible housing solutions also with families willing to take them in.



Category III - Active policy measures for labour insertion and access to vocational and higher training

- employment incentives for recruitment in companies with registered office or/and operational headquarters in the Lazio region;
- scholarships for access to higher education at universities in the Lazio Region and regional higher education schools;
- access to services under the E-family Global Grant, for the allocation of vouchers to cover the fees for affiliated crèches.

For the three categories indicated, the way the service is provided to the person must take place through the support of a tutor figure who guarantees the facilitation of a social integration path whose contribution must take into account the intensity of the needs of the person in charge.

Proposals should also take into account the appropriate ratio of cultural mediators to the target group of each project action.

#### 4.2 Action 2

The project must be included, from a systemic point of view, within a process of integration and sharing of practices implemented at the territorial level. Therefore, the implementing party must be an active part of a process of comparison and construction of a system of inclusion spread throughout the territory that aims at the implementation of integrated actions in a network mode, specifically aimed at the reception and integration of the Ukrainian refugee population.

Specifically, the construction of territorial networks can take place through the creation of territorial tables and specific partnership agreements with local and/or central institutions active in the territory regarding the specific theme and/or with non-profit operators, social enterprises and local entrepreneurs.

In order to guarantee the adequate implementation of the action, two professional resources must be specifically indicated to carry out the integration and networking activities in cooperation with the above-mentioned subjects, with particular reference to the intervention tools of Category III.

When submitting the project, the applicant must attach a declaration of manifestation of interest of the subjects of the territorial network that it proposes to activate, in which the adherence to the objectives and methods of intervention proposed in Action 1 is explained, detailing them based on the characteristics of the recipients, to allow an evaluation also in terms of project efficiency (appropriateness of costs), as well as methods and extent of commitment to ensure the pro-active role to be pursued for the success of the project, as indicated in Action 2.

#### 5. Target audience

The recipients of the interventions provided for in this Notice are refugees from the territory of Ukraine (Ukrainian and non-Ukrainian citizens), with particular reference to persons with disabilities, including sensory disabilities, who benefit from temporary protection for refugees in the implementation of EU Directive no. 55 of 2001, activated, on an extraordinary basis, by the Internal Affairs Council of the European Union. The directive is also implemented by the Italian State with the Prime Ministerial Decree of the 28<sup>th</sup> of March 2022, which allows refugees to obtain a residence permit for temporary protection for one year.

#### 6. Duration

Projects have a maximum duration of 15 months, unless extended by the Administration. For each individual beneficiary, the individual pathway and the related actions cannot last more than 12 months.

#### 7. Proposers

Project proposals may be submitted by ATIs/ATs which must be formed by

- a third sector body, as defined in Legislative Decree no. 117 of the 3<sup>rd</sup> of July 2017 (Third Sector Code)<sup>1</sup>, as the lead partner in the project proposal;
- training providers already accredited or who applied for accreditation before submitting the proposal, for the macro-typology "Post-right/duty training and higher education" or "Continuing training" or "Special needs" under the D.G.R. 682 of 01/10/2019 as amended. Accreditation for one of the above-mentioned macro-typologies must be compatible with the services provided and the types of recipients targeted by the project proposal;
- other public or private not-for-profit entities that are not third sector entities, including cultural or religious associations with legal personality;
- other third sector entities, as referred to in Legislative Decree No 117 of the 3<sup>rd</sup> of July 2017 (Third Sector Code), with functions other than the lead partner.

The involvement of the different types of subjects indicated within the ATI/ATS, in order to guarantee an effective success of the interventions and a widespread diffusion on the regional territory, must take place on the basis of the roles assigned in relation to the technical competencies possessed and the relevance in terms of key functions carried out for the first access and the taking charge of the recipients of the activities for the implementation of action 2.

The third sector bodies that will act as lead partner must meet the following requirements:

1. Documented experience of at least 5 years with reference to caring activities similar to those of this notice with reference to categories of recipients with characteristics similar to those of the proposed intervention;
2. registered and operational office in the Lazio region, or with a registered office outside the Lazio region, but with at least one operational office located in the region.

In the case of an ATI/ATS being set up, the member subjects must declare their intention to form an ATI or ATS (declaration of intent), specifically indicating the roles and competencies of the individual subjects in the implementation of the proposed action (Annex A - model 03).

The lead partner is solely responsible for the project vis-à-vis the Regional Administration and is therefore directly responsible for its implementation in all its phases and is identified as being solely responsible for maintaining formal relations with the Lazio Region in relation to the obligations under this notice.

The funding granted under this Public Notice may not be combined with any other public aid provided for by regional, state or Community legislation or other forms of incentive in general, for the same eligible costs.

Double financing is also prohibited, i.e. expenditure for which the Beneficiary has already received national or Community public financial support for the same expenditure is not eligible.

Failure to meet even one of the requirements set out in this paragraph will render the project ineligible and lead to its exclusion.

## 8. Deadline and option for project integration

Proposals, in accordance with the procedures set forth in paragraph 12, without interruption and with "on-demand" allocation, based on the present Public Notice, may be submitted from 9:00 am on the 7<sup>th</sup> of April until 5:00 pm on the 9<sup>th</sup> of May 2022 and, in any case, until the resources are exhausted. In this regard, the Administration shall be responsible for notifying the closure of the procedure.

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<sup>1</sup> Pending the entry into operation of the Single National Register of the Third Sector and pursuant to article 101 (transitional and implementing rules), paragraph 2 of the Code, the requirement of registration in the Single National Register of the Third Sector shall be deemed to be satisfied by entities by means of their registration, at the date of publication of this Notice, in one of the registers currently provided for by the sectoral regulations.

Considering the possible increase in the number of refugees coming from Ukraine in the coming months and the consequent need to organise an adequate offer of services to incoming refugees, it is acknowledged that eligible entities (beneficiaries) may submit a request to supplement the funding already granted by the Administration exclusively for the activities under Action 1, taking into account the parameters presented in Article 10 below and the availability of financial resources.

#### 9. Outsourcing of activities to third parties (subcontracting)

Subcontracting of all or part of the activity is prohibited. Therefore, it is not possible to transfer, for any reason or purpose, ownership of the activities. Any act that may, even indirectly, constitute such a case will, in the sole opinion of the Lazio Region, result in the withdrawal of the funding granted.

#### 10. Financial resources and financial parameters of the projects

The total amount allocated for the interventions referred to in Action 1, Categories I and II, and Action 2 is equal to 10,000,000.00 Euros (ten million/00 Euros) to be allocated to the Regional Operational Programme European Social Fund 2014-2020 Axis 2 - Social inclusion and fight against poverty Investment priority 9.i - Active inclusion, including promoting equal opportunities and active participation and improving employability Specific objective 9.1 - Reducing poverty and social exclusion and promoting social innovation. The amount relating to the interventions referred to in Action 1, Category III, is not part of the budget of this initiative, but will be allocated through an increase in the budget of the procedures with a targeting toward the beneficiaries of the initiative.

Each proposal may have a maximum amount of EUR 300,000.00 (three hundred thousand/00 euro). The percentage incidence per Action and Category is as follows:

Action	Category	Maximum cost (euro)
1	I	55%
	II	30%
2		15%

The Administration reserves the right to supplement the resources allocated under this notice with further resources as may become available.

In the event that the applicant requests the integration of activities and the related financing in line with the provisions of Article 8 above, the maximum amount to be awarded must take into account the parameters indicated in the outline already submitted and limited to Action 1.

#### 11. How to submit projects

Each applicant may submit a maximum of three project proposals under different ATI/ATS. The project must be submitted exclusively through the telematic procedure accessible at <https://sicer.regione.lazio.it/sigem-gestione/>. The online procedure is available in a reserved area of the site, which can be accessed following registration of the applicant and subsequent issue of access credentials (username and password).

Those who are already registered can access it by entering their credentials. The insertion of credentials allows access to the compilation of all the sections foreseen for the presentation of the project proposal. For admission, the data contained in the system will be the decisive factor.

At the end of the entry phase, the computer procedure will allow:

- the submission of the form, an operation that locks the changes and assigns a unique reference code to the project proposal;

- transmission of the application for funding and all attached documents, produced by the electronic procedure, duly signed and scanned in pdf format.

The project submission procedure is not complete until all the documents required by the notice and produced by the system have been submitted.

Methods of submitting the project proposal other than those indicated will result in exclusion.

The information and documentation that must be uploaded into the system in order to be eligible for the assessment phase are listed below:

- application for funding, produced by the system as per Annex A 01, to be printed, signed and attached;
- declarations were drawn up on the forms Annex A 02a and A 02b, filled in by all the principal members of the association (in the case of ATI/ATS);
- unilateral act of commitment, as per model Annex B, produced by the system, to be printed, signed and attached;
- Declaration of Intent (according to the model of Annex A 03), in substitution of the act of establishment, if the latter has not yet been formalised. The Declaration of Intent must be signed by all the legal representatives of the parties involved;
- Proposal submission form (Annex D);
- project financial statement (Annex E);
- photocopy of the identity document of the legal representative, or his/her delegate, in the case of an already constituted ATI/ATS or of all the legal representatives or their delegates in the case of a constituting Association;
- any powers of attorney of the legal representatives of the proposing entities or the other entities belonging to the ATI or ATS.

Curricula vitae of the human resources involved in the implementation of the project should also be attached.

The absence of one or more documents or their incorrect, illegible or incomplete wording shall constitute grounds for exclusion from the procedure.

As regards the involvement of the subjects of the territorial network referred to in action 2 activated in the territory for the facilitation of the project objectives, a letter of adhesion (in free form) on the letterhead of each subject involved must be uploaded to the system.

Annex F: Model privacy policy must also be uploaded into the system.

## 12. Project assessment

The evaluation will be divided into the following stages:

- Formal eligibility check by the office responsible for the procedure to ensure that the conditions for access to the technical assessment stage are met. At the end of this phase, projects will either be excluded or will enter the next phase described under b). The reasons for exclusion are detailed in Annex C;
- technical evaluation, carried out by a Commission appointed by the Director of the Directorate for Education, Training and Employment, which awards an overall score to each project, with a maximum value of 100, obtained from the sum of partial scores assigned based on the following criteria and sub-criteria:

Criteria	Sub-criteria	Points min-max
a) Quality and internal project consistency	min-max total criterion a)	0-30
	Clarity of presentation	0-10
	Internal coherence (congruence with the action object) of the notice and logical links between the contents of the proposal and its	0-20
b) External consistency	min-max total criterion b)	0-25
	Coherence of the project proposal with the	0-5

Criteria	Sub-criteria	Points min-max
	aims of the ESF Programming 2014-2020 and related principles guide	
	Diagnosis of needs and proposed solutions (based also on previous experience in similar actions)	0-20
c) Innovativeness	min-max total criterion c)	0-25
	Innovative methodologies and approaches to social inclusion of refugees	0-25
d) Actors involved	min-max total criterion d)	0-10
	Role and relevance of the actors and activated subjects on the territory	0-5
	Capacity to activate stable networks on the territory	0-5
e) Priorities	Rewards for ATI/ATS with entities demonstrating that they have had previous experience of direct social and cultural activities with the Ukrainian population and/or on Ukrainian territory	0-10

The minimum score for eligibility is 60 out of 100 points.

In the event of a tied score, priority will be given to the applicant with the highest score on the "Quality and internal coherence of the project" criterion. In the event of a tie in the score for this criterion, priority will be given based on the order of arrival of the projects, as evidenced by the date and time of electronic transmission of the project.

### 13. Results of the preliminary investigation for admission to financing

Project proposals will be financed based on the score achieved, in order of arrival, up to the total resources available.

The Commission will transmit to the Office responsible for the procedure:

- 1) the list of projects that have obtained a score equal to or higher than the minimum threshold laid down in the public notice, with an indication of the score obtained by each;
- 2) the list of projects that did not exceed the minimum threshold, indicating the score obtained by each.

The project proposals will be approved in chronological order of arrival, in decreasing order and any case until the available resources are exhausted. The lists of the financed projects, of the projects eligible but not eligible for financing due to lack of resources and the ineligible projects, with the indication of the reasons for exclusion, are approved by means of appropriate Dirigential Determinations.

These decisions are published in the Lazio Region Official Gazette, on the institutional portal <http://www.regione.lazio.it> and the portal <http://www.lazioeuropa.it>.

Publication in the BURL shall constitute notification to those concerned for all legal purposes.

The Regional Administration reserves the right to revoke, amend or cancel this public notice by means of a reasoned act, should it deem it necessary or appropriate, without any claim whatsoever on the part of the applicants.

Requests for re-examination by applicants who are not admitted to the assessment procedure will be accepted by the administration only if received by PEC at [predisposizioneformazione@regione.lazio.legalmail.it](mailto:predisposizioneformazione@regione.lazio.legalmail.it) within 10 days of the date of publication of the ranking list in the Lazio Region Official Bulletin.

Concerning the beneficiaries of funding above €150,000, the administration will carry out the anti-mafia checks referred to Article 84, paragraph 3 et seq. of Legislative Decree No 159/2011 and, according to Article 92, paragraph 3, where the conditions are met, reserves the right to proceed even in the absence of anti-mafia information. The contributions will be paid under the condition of termination and the administration will revoke the

grants without prejudice to the reimbursement of expenses incurred in carrying out the remainder, within the limits of the benefits achieved.

#### 14. Obligations of the beneficiary

Subject to revocation, the beneficiary undertakes, in addition to anything else in the unilateral act of commitment, to

- to start activities within 30 days of notification of approval of funding, which is done by e-mail from the implementation area;
- implement and complete all operations within the timeframe foreseen in the submitted proposal and compliance with EU, national and regional legislation;
- in the case of proposals submitted by Temporary Associations of Enterprises or Associations of Purpose, which have not been formalised at the time the project is submitted, to formalise the association before the start of activities;
- make traceable the financial flows relating to the granted financing in accordance with the provisions of Article 3 of Law 13<sup>th</sup> August 2010 no. 136 and to communicate the bank or postal account, specifically dedicated on which all the financial flows relating to the project will be recorded, the names and tax code of the persons delegated to operate on this account and any changes to the above data;
- indicate in the payment instruments for each transaction the project code and the action code identifying the authorised intervention;
- not make any changes or amendments to the content of the assistance without justified reasons and prior request to the Lazio Region, which will authorise or not, after evaluation, notify the beneficiary;
- produce, in accordance with the established timetable and procedures, supporting documentation for the activities carried out, providing, through the information and monitoring system made available by the Administration and in accordance with the procedures established by the Region itself, all the financial, procedural and physical data relating to the implementation of the funded project;
- collaborate with all the Authorities in charge of controls (Lazio Region, European Commission, Court of Auditors, etc.) within the scope of checks, also on-site, of the implementation of the activities, as well as any other control, ensuring the preservation and availability of the relevant documentation in compliance with the provisions of Article 140 of Regulation no. 1303/2013, without prejudice, however, to the greater obligations of preservation set out in Article 2220 of the Civil Code;
- meet the information and communication obligations of beneficiaries of European Social Fund resources;
- Provide for the conclusion of a third party liability insurance policy (RCT) and the opening of an appropriate insurance position (INAIL) for the risk related to the activity carried out by the beneficiary for the duration of the project.

#### 15. Financial management and eligible costs

The Notice is implemented through the cost simplification tool referring to the flat rate of up to 40% of the eligible direct personnel costs, in accordance with Article 68ter (1) of Regulation (EU) 2018/1060.

The total cost of each project is the result of the sum of the direct costs foreseen for human resources (internal and external) and all other costs: the amount of the latter may not exceed 40% of the eligible costs of human resources.

Eligible costs (Determina Dirigenziale n. B06163 del 17/09/2012) for human resources refer to personnel expenses for:

- A.1 Internal human resources (e.g. operators, social workers, psychologists, counsellors, teachers, tutor co-teachers, administrative and auxiliary staff, planner)
- A.2 External human resources (e.g. operators, social workers, psychologists, counsellors, teachers, tutor co-teachers, administrative and auxiliary staff, planner)

Expenditure on operations under this notice shall be eligible from the 24<sup>th</sup> of February 2022.

Additional eligible costs are a flat rate of 40% of direct personnel costs.

For the eligibility of the expenses and therefore also of the calculation of the final lump sum, all direct expenses relating to personnel must be supported by analytical and appropriate evidence of expenditure and must comply with the indications and limits contained in the Determina Dirigenziale no. B06163 of 17/09/2012.

## 16. Financing arrangements

The financing will be disbursed in three tranches:

- advance of 40% of the financing;
- second advance payment of 40% of the financing
- final balance and in any case commensurate with the amount recognised.

The following documents must be submitted for payment of the advance:

- a declaration in lieu of an affidavit signed by the legal representative of the implementing body attesting to the suitability of the premises and equipment used or documentation attesting to the reasons for carrying out the project activities (only if the implementing body envisages carrying out the activities at non-accredited sites);
- declaration of the start of activity;
- request for disbursement of the advance;
- a tax-appropriate accounting document relating to the amount to be received as an advance;
- contract of insurance or bank surety (in accordance with the model set out in Determinazione Dirigenziale n. G11495 of 10/10/2016);
- depending on whether the actions are training or non-training, the remaining documentation required by Directive B06163 of 17/09/2012 for the disbursement of the first advance (e.g. registers, etc.).

For the second advance to be paid, the implementing entity must have spent 90% of the amount received as the first advance (as attested by the transmission to the competent Administration of the interim reimbursement claim(s) referred to in paragraph 17 below).

For the payment of the second advance, the following documents must be submitted:

- application for payment of the second advance 40%
- a tax-appropriate accounting document relating to the amount to be received as a second advance;
- where applicable, an insurance or bank guarantee contract (in accordance with the model set out in Executive Determination no. G11495 of 10/10/2016).

The following documents must be submitted for payment of the final balance:

- request for payment of the balance;
- a tax-appropriate accounting document relating to the amount to be received as the final balance.

The implementing party may also opt for the disbursement of the entire loan in full upon completion of the project: in this case, the presentation of the guarantee policy is not required. The disbursement of the financing is subject to the presence of a regular DURC, where required, as well as the verification of the outcome of anti-mafia controls according to Legislative Decree 159/2011, where applicable.

## 17. Reporting rules

As regards the management and reporting procedures, reference should be made to the "Regional Directive on the implementation, reporting and control of activities co-financed by the European Social Fund and other Funds" approved by Determination No. B06163 of 17<sup>th</sup> September 2012 (BURL No. 51 of 02/10/2012) and to this Notice.

The reporting of the activities takes place through the transmission to the competent Administration of the intermediate reimbursement requests and the presentation, at the end of the intervention, of the final statement of the expenses incurred, according to the following procedures

Claims for reimbursement (interim and final) are represented by the "expenditure certificates" that the Beneficiary sends, as a rule on a quarterly basis, to the Administration.

Claims for reimbursement must be submitted in accordance with the following timetable:

- First claim: Within 90 days from the date of the start of the activity (action);
- Subsequent intermediate claims: Within 90 days from the date of transmission of the previous claim;
- Request for final reimbursement (final report): within sixty days following the conclusion of the activities, which may be extended to ninety days in the event of a request for an extension. The request for an extension must be submitted to the competent Area within 15 days before the deadline, in writing and duly motivated. The request will be evaluated and, if necessary, authorised by the Administration.

When submitting the intermediate reimbursement request(s) and the final reimbursement request(s) (final report), the Beneficiary, by the adoption of the cost simplification tool referred to the flat rate of up to 40% of the eligible direct staff expenses, in accordance with art. 14, par. 2, of Regulation (EU) No. 1304/2013, for the implementation of the operation, is required to report at real cost<sup>2</sup>, therefore presenting the supporting documentation of the expenses incurred, only the following macro-items of expenditure:

MACRO ITEM A) Human Resources

- A.1 Internal human resources (e.g. operators, social workers, psychologists, counsellors, teachers, tutor co-teachers, administrative and auxiliary staff, planner)
- A.2 External human resources (e.g. operators, social workers, psychologists, counsellors, teachers, tutor co-teachers, administrative and auxiliary staff, project manager)

For all other project costs, a flat rate of 40% of the eligible direct staff costs (Macro Item A) applies; these costs do not have to be reported, justified or supported by any supporting documents.

The flat-rate amount of 40% of the eligible direct personnel costs must be used to cover all the remaining costs necessary for the implementation of the operation and such costs must not be reported, justified or supported by any expenditure document. The flat-rate amount of 40% of the personnel costs provided for in the approved budget represents the maximum amount recognised by the Administration to the beneficiary and will therefore be recalculated based on the personnel costs considered eligible during the reporting phase of the operation.

For the reporting of the expenses related to the above-mentioned macro-item of expenditure, the implementing body is required to complete the forms provided by the Determinazione Dirigenziale n. B06163 of 17/09/2012 and the additional forms sent by the MA, attaching the supporting documents provided by the Determinazione Dirigenziale.

Further to the provisions of the Determinazione Dirigenziale no. B06163 of 17/09/2012, the beneficiaries must produce a descriptive report of the activity carried out in the form of self-certification in accordance with Presidential Decree no. 445 of 28<sup>th</sup> December 2000 when submitting the interim and final reimbursement applications. The final report of the activity carried out must also include the individual reports attesting to the activities carried out and the skills acquired by the beneficiaries.

During the final reporting phase, in addition to the documents provided by the Determinazione Dirigenziale n. B06163 of 17/09/2012, other documentation may be added that is deemed useful to account for the activities carried out and the results achieved.

The criteria for reallocation set out in paragraph 2.9.2 of the Determinazione Dirigenziale n. B06163 of 17/09/2012 do not apply to this Notice, without prejudice to the obligation for the beneficiaries to achieve the project objectives. The Region will also intensify the checks set out in the following paragraph

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<sup>2</sup> Actual cost reporting is based on the concept of the actual cost, i.e., the cost actually incurred and corresponding to payments made and supported by receipted invoices and/or accounting documents of equivalent probative value. The real cost is divided into direct costs and indirect costs



paragraph 20, to verify that the project activities have been carried out and, if so, to recover any sums unduly received.

All products made with the Administration's contribution are the property of the Administration; therefore, failure to deliver these products to the Administration will result in the revocation of the contribution granted. The procedures for sending the report and the procedures for accessing and using the website <http://www.regione.lazio.it/sigem> will be communicated later by the Region.

#### 18. Withdrawal or reduction of the financing

In the event of non-compliance with one or more of the obligations imposed on the applicant and in accordance with the provisions of the D.D. no. B06163 of 17/09/2012, the Region, following a warning to comply, shall withdraw the funding and recover any sums disbursed, without prejudice, exceptionally, to the funding calculated for the portion of the activity carried out, only if this activity is independently useful and significant in relation to the purpose of the funding.

#### 19. Information and publicity requirements

The beneficiaries of the operations have specific responsibilities in the field of information and communication; as provided for by the Guidelines for Beneficiaries adopted by the Region with Determinazione Dirigenziale n. G14284 of 20/11/2015; they are required to implement a series of measures able to make the support of the funds to the operation recognized, reporting:

- a) the Union emblem, in accordance with the technical characteristics laid down in Regulation (EU) No 821/2014 together with a reference to the Union;
- b) a reference to the fund or funds supporting the operation.

During the implementation of the operation, the beneficiary shall inform the beneficiaries of the initiative and the public about the support received from the funds:

- providing, on the beneficiary's website, where one exists, a short description of the operation, in proportion to the level of support, including its purpose and results, and highlighting the financial support received from the Union;
- placing at least one poster with information about the project (minimum size A3), indicating the Union's financial support, in a place easily visible to the public, such as the entrance area of a building.

In addition, the beneficiary shall ensure that the beneficiaries and participants have been informed of this funding: any document, relating to the implementation of the operation used for the public or the participants, including attendance certificates or others, shall contain a statement that the operation and the Operational Programme have been financed by the ESF fund.

All information and publicity measures aimed at recipients, potential recipients and the public must bear the emblems adopted by the Determinazione Dirigenziale n. G14284 del 20/11/2015 is available on the Portale Lazio Europa at the following link:

[http://www.lazioeuropa.it/16-16/comunicazione\\_e\\_identita\\_visiva-75/](http://www.lazioeuropa.it/16-16/comunicazione_e_identita_visiva-75/)

#### 20. Control and monitoring

The Region carries out checks, inspections and on-the-spot visits aimed at ascertaining the regularity of the implementation of the projects, as well as their compliance with the purposes for which the grants have been awarded, as provided for in Article 125(5) of Regulation (EU) No 1303/2013.

The Region reserves the right to carry out checks and inspections at any time and at any stage of the implementation of the eligible measures in accordance with the relevant legislation in force.

Checks may be carried out not only by the Region but also by the Italian State and by European Union bodies or delegated external bodies.

For the on-the-spot checks, the implementing body must also ensure the availability of all project documentation and any other documentation submitted in support of the operation being assessed.

The control activity will focus on the technical and physical aspects of the operations, with particular attention to on-the-spot checks in itinere and through administrative checks, to verify the effective implementation of the activities according to the timeframe, quantity and characteristics foreseen by the Notice and the approved project.

The actions included in the public notice are monitored through the quantification of indicators of the ESF 2014-2020 operational programme and specific actions, also on-site, aimed at collecting qualitative and quantitative data.

The monitoring is aimed at providing indications on the efficiency and effectiveness of the intervention and at supporting with useful evidence the subsequent choices of the Region in the fields addressed by the intervention planned with this public notice.

The applicant must produce, in accordance with the established timetable and procedures, supporting documentation for the activities carried out, providing, through the information and monitoring system made available by the Administration and in accordance with the procedures established by the Administration, all the financial, procedural and physical data relating to the implementation of the funded project.

## 21. Document retention

With regard to the conservation of documents, in compliance with the provisions of Article 140 of Regulation (EU) No. 1303/2013, for the present Notice the implementing bodies/beneficiaries undertake to conserve the documentation and to make it available on request to the EC and the European Court of Auditors for a period of three years, starting from 31<sup>st</sup> December following the submission of the annual accounts, as per Article 137 of Regulation (EU) No. 1303/2013 in which the expenditure of the operation is included.

These periods shall be suspended in the event of legal proceedings or at the duly motivated request of the EC.

With regard to the method of preservation, documents shall be preserved in the form of originals or certified copies, or on commonly accepted data carriers, including electronic versions of original documents or documents existing in electronic version only.

Beneficiaries are required to establish an operation file containing the technical and administrative documentation (expenditure documentation and supporting documents). In this case, the IT systems used meet acceptable security standards that ensure that the documents held to comply with national legal requirements and are reliable for audit purposes.

## 22. Privacy conditions

All personal data collected by the Administration as part of this procedure will be processed in accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27<sup>th</sup> April 2016. In this regard, the information set out in Article 13 of the aforementioned Regulation is provided below.

The data controller is the Lazio Regional Council, with a registered office at Via R. Raimondi Garibaldi 7, 00145 Rome (Email: dpo@regione.lazio.it PEC: protocollo@regione.lazio.legalmail.it, switchboard 06/51681).

The Data Processor is the pro tempore Director of the Regional Directorate for Education, Training and Employment, based in Via R. Raimondi Garibaldi 7, 00145 Rome (Email: elongo@regione.lazio.it; PEC: formazione@regione.lazio.legalmail.it; Telephone: 06/51684949).

The Data Processors, pursuant to Article 28(4) of Regulation (EU) 2016/679, are the companies/entities which, on behalf of the Administration, provide support services for the electronic/informatics management of administrative procedures and specific processing operations or phases.

The Data Protection Officer is Ing. Gianluca Ferrara: Regione Lazio, Via R. Raimondi Garibaldi 7, 00145 Rome, Palazzina B, floor VI, room VI (Email: dpo@regione.lazio.it; PEC: dpo@regione.lazio.legalmail.it; Telephone: 06.51684857).

The personal data will be collected and processed with the aid of electronic instruments and/or on paper by persons specifically appointed in accordance with Article 29 of Regulation (EU) 2016/679.

The processing of data is exclusive for the purpose of carrying out this procedure and all the fulfilments related to the implementation of the intervention referred to in this Notice. The processing of data is therefore legally based on national and regional provisions implementing the POR Lazio ESF 2014-2020. On this basis, the Applicant expresses its consent when submitting the project proposal.

Refusal to give consent or failure to provide data, in view of the purposes of processing as described above, will make it impossible for the data subject to access the grant.

The data will be made available to the Data Processors as indicated above and may be communicated to other recipients, internal or external to the Administration, for the purposes described above, as well as for the purposes of populating regional databases or fulfilling legal obligations.

The data to be processed will be kept for the period necessary for the definition of this procedure and the completion of all activities related to the implementation of the intervention referred to in this Notice, and in any case until the complete definition of all operations related to the implementation of the POR Lazio ESF 2014-2020.

The data subject may exercise the rights set out in Articles 15 to 22 of Regulation (EU) 2016/679. In particular:

- the right to obtain from the Controller confirmation as to whether or not personal data concerning him are being processed;
- the right to request from the Data Controller access to and rectification or erasure of personal data or restriction of the processing of data concerning him or her or to object to the processing of such data, as well as the right to data portability;
- the right to withdraw consent at any time without prejudice to the lawfulness of the processing based on the consent given before the withdrawal;
- the right to lodge a complaint with the Garante della Privacy.

The data provided through the upload on SiGem, as part of the funding application will be entered into the ARACHNE system, an integrated IT tool developed by the European Commission for the identification of fraud risk indicators. The data contained in the ARACHNE system, aimed at calculating the risk, will be subject to data protection constraints and will not be published either by the Managing Authority or by the European Commission Services.

### 23. Place of jurisdiction

For all disputes that may arise, the sole place of jurisdiction shall be Rome.

### 24. Responsible of the procedure

According to Law 241/90 and subsequent amendments and additions, the person in charge of the procedure is Mr Paolo Giuntarelli, Director of the "Preparation of interventions" area of the Regional Directorate for Education, Training and Employment.

### 25. Technical assistance during the elaboration of the Proposals

Assistance and support are also available at the following e-mail address from the second day of publication of the notice until three days before the deadline for submission of proposals:

[inclusioneucairni@regione.lazio.it](mailto:inclusioneucairni@regione.lazio.it)

### 26. Documentation of the procedure

The notice will be advertised on the Lazio Region website: [http://www.regione.lazio.it/rl\\_formazione/](http://www.regione.lazio.it/rl_formazione/)  
<https://www.regione.lazio.it/enti/formazione>

<https://www.regione.lazio.it/impres/formazione> in the documentation section, on the portal <http://www.lazioeuropa.it/> and in the Official Bulletin of the Lazio Region.