



In accordance with the Common Provision Regulation, Managing Authorities are required to produce a summary for citizens of the Annual Implementation Reports. The target being the general public (citizens), the document should be as explanatory, concise and clear as possible, refraining from the use of technical terminology / jargon.

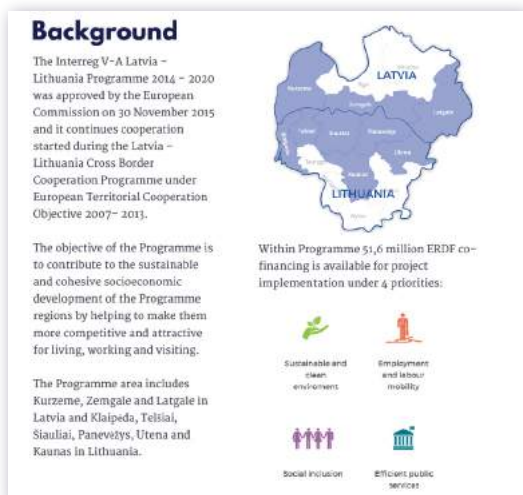
LENGTH

The summary should be no longer than 5 pages (factsheet-style), with an emphasis on case studies / examples

PROGRAMME OVERVIEW

Ideally, summaries should always feature a brief description of the programme, providing at least the following information in an introductory section: geographical and/or thematic scope, main priorities and objectives, total amount allocated and invested.

For example



Citizens' summary, Interreg V-A - Latvia-Lithuania 2014-2020



Citizens' Summary, Operational Programme for the Implementation of the EU Cohesion Policy in the period 2014 - 2020 [SI]

DESCRIPTION OF IMPLEMENTED ACTIVITIES

This is the core of the document. It should give a short description of the main actions implemented across the thematic strands of the programmes and the achievements that resulted. Basic information provided in this section could include the published calls, the number of approved projects, the number of beneficiaries, the amount of investment mobilised and some key 'physical' indicators such as jobs created, time-savings for transport projects or people newly served by the supported facilities.

For example

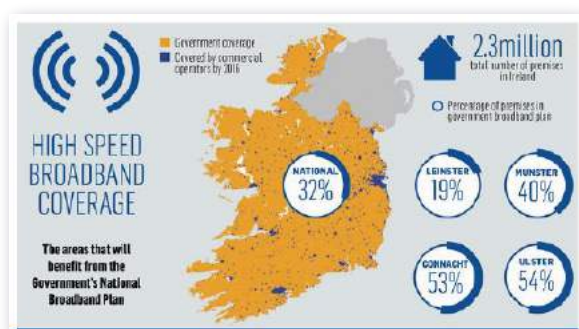


Citizens' Summary, Regional programme Provence Alpes Côte d'Azur 2014-2020 (FR)

GRAPHS & VISUALS

The use of graphs and visuals enables readers to grasp information on the progress and performance of the programme more easily. Charts and graphs serve to visualize the effect of the implementation of the programme. It is also recommended to use visuals to illustrate specific progress in relation to the milestones and targets set in the Performance Framework.

For example



Citizens' Summary, Southern & Eastern Regional Operational Programme 2014-2020 (IE)

CASE STUDIES – GOOD PRACTICES

Citizens' Summaries should present at least one successful operation (project) co-funded by the programme in a dedicated section, to provide a tangible example of its outputs. Ideally, the selected project(s) have characteristics that resonate well with the local public and embodies one of the main priorities of the programme

For example



Citizens' Summary, Operational Programme Bayern ERDF 2014-2020 (DE)

COMMUNICATION

The document could also provide an overview of the communication activities of the programme, with a view of encouraging readers to start following them. In particular, this section could give account of social media presence, programme webpage, communication campaigns, events, etc.

DISSEMINATION

The document fulfils its purpose only if it is visible to the larger public. For this purpose, the managing authority may consider a range of actions, such as organising a press conference and/or issuing a press release, publishing the summary on its website, disseminating the document via social media and relevant events.