

# Lead partner roles and responsibilities

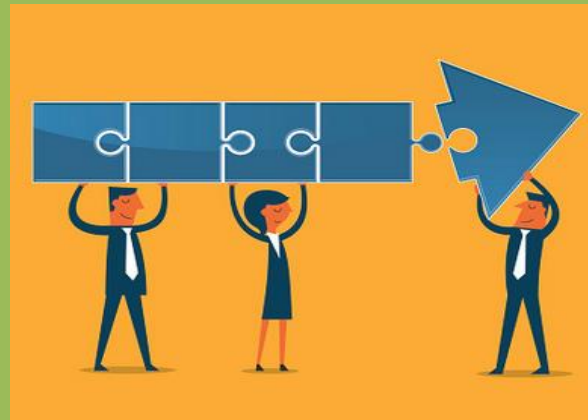
1st Call for Proposals  
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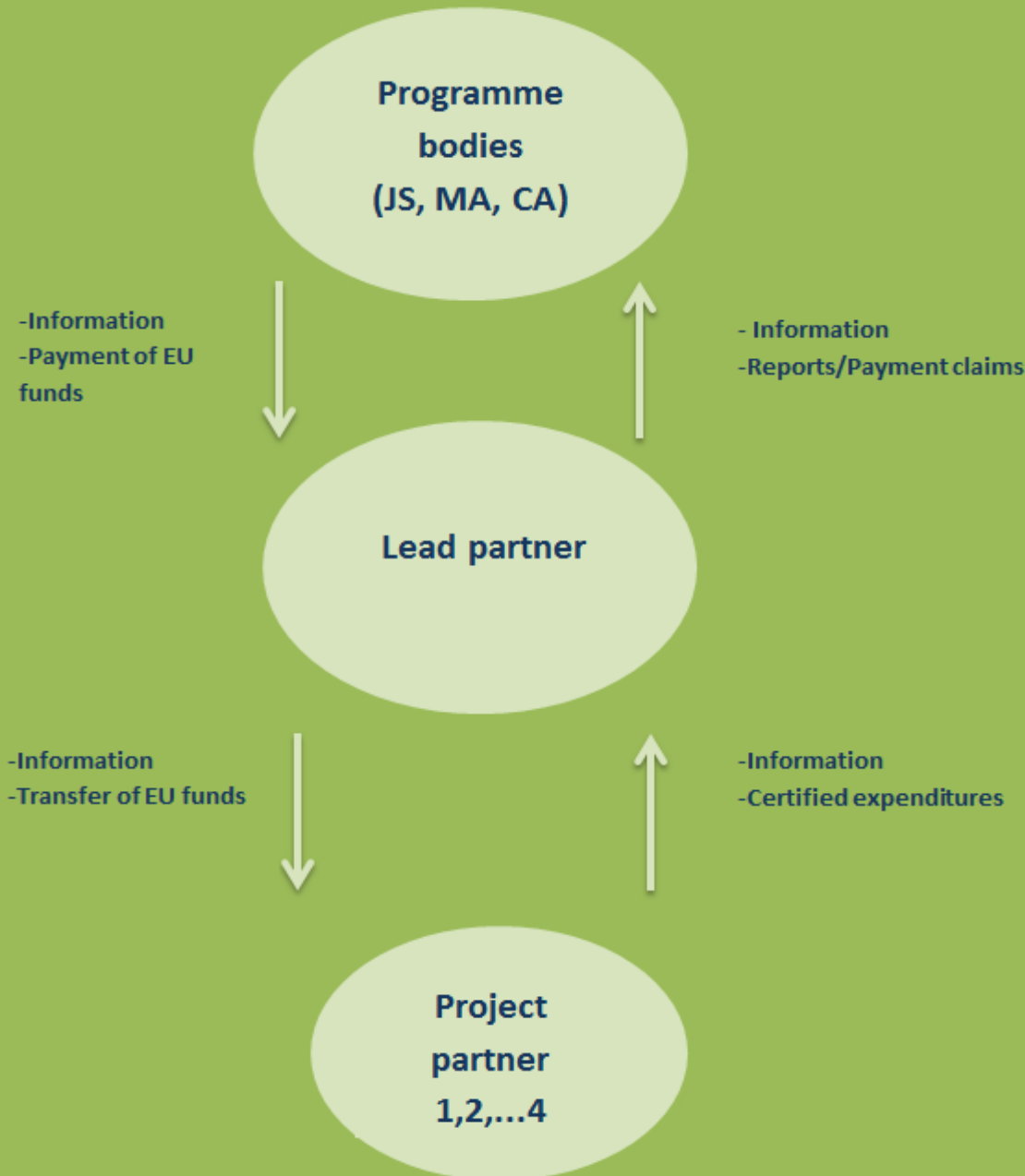
Project Management Tips  
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# Role of the Lead partner

**Lead Partner** is assigned by all project partners to take over the role of the “engine” of the project partnership, coordinating the work of all partners in the project.



Lead Partner is responsible for the overall **coordination, implementation and financial management** of the project.



The Lead Partner represents a „link” **between the Programme bodies and project partners** of the project.



# Lead partner obligations



- coordinate the start, implementation and closure of the project



- ensure that expenditure presented by all partners has been incurred in implementing the project and corresponds to the activities



- be responsible for transferring the EU contribution to the project partners participating in the project



- guarantee the sound financial management of the funds allocated to the project



- use relevant electronic monitoring system (eMS) for exchanging information and reporting to relevant Programme bodies



- inform the JS/MA about all circumstances that delay, hinder or make impossible the realization of the project

# It's good to know!

- The **Subsidy Contract** signed by Lead Partner (on behalf of all partners) and Managing Authority set rights and responsibilities of the Lead Partner (conditions for the project implementation, requirements for reporting, financial controls, etc.).
- The Lead Partner is responsible for **setting up** the **joint project team** at the beginning of the project implementation period, which shall supervise the proper implementation of the project.
- Lead Partner **must consult all project partners** regularly and keep them informed on the entire progress of the project.

