**Project Proposal**

**Programme COMMON AGRICULTURAL POLICY STRATEGIC PLAN (MALTA) 2023 – 2027**

**Regulation (EU) 2021/2115 (CAP Strategic Plan Regulation)**

**Call reference number: CAPSP/2024/I78.1.2**

|  |  |
| --- | --- |
| Call | 01 |
| Programme | COMMON AGRICULTURAL POLICY STRATEGIC PLAN (MALTA) 2023 - 2027 |
| Intervention | I78.1.2 Knowledge**Support for short-term farm management exchange as well as farm visits Intervention 78.1.2** |
| Reference Number *(For office use only)* | (For office use only) |

**DEADLINE: 13th June 2025 (12:00HRS CET)**

|  |
| --- |
| **⚠ IMPORTANT NOTICE**The Form consists of two parts:* Part A contains structured administrative information
* Part B is a narrative technical description of the project

All data and documents will be treated as confidential, however, certain information may be shared with other competent authorities when deemed necessary for verification purposes. Personal data will be handled in accordance with EU Regulation 2018/17252 to ensure compliance with the principles of transparency, proportionality, impartiality and legality.Character limits:* Most selection contain an indication of the maximum number of words allowed. The applicants should be guided by such indication in terms of details submitted per respective section.
* Minimum font size: Calibri Light 11pt
* Page size: A4
* Margins (top, bottom, left and right): at least 15mm (not including headers & footers)

Please abide by the formatting rules. Keep your text as concise as possible. Do not use hyperlinks to show information that is an essential part of your application.All submitted project proposals will be acknowledged.   |

|  |
| --- |
| **HISTORY OF CHANGES**  |
| **Version**  | **Publication Date**  | **Changes** |
| 1.0 | 16.04.2025 | Publication of first version of the application |
|  |  |  |

##

## Project Details

|  |  |
| --- | --- |
| Project Title  | [Max 15 words] Name of the Project  |
| **Project Duration**  | Insert the number of months required to complete the proposed project |

### Applicant’s information

### Details Applicant

|  |  |
| --- | --- |
| **Name of applicant**  |  |
| **Type of Applicant**  | Public Entities  |
| **Address** – Street, Locality, Postcode | ​​ Clip or tap here to enter text.  |
| **Mobile Number[[1]](#footnote-2)** | Clip or tap here to enter text.  |
| **E-mail Address[[2]](#footnote-3)** | Clip or tap here to enter text.  |
| **Website (if applicable)** | Clip or tap here to enter text.  |

### Details of Project Leader[[3]](#footnote-4)

|  |  |
| --- | --- |
| **Title** | ​​ Clip or tap here to enter text.  |
| **Name & Surname** | Clip or tap here to enter text.  |
| **Mobile Number[[4]](#footnote-5)** | Clip or tap here to enter text.  |
| **E-mail Address[[5]](#footnote-6)** | Clip or tap here to enter text.  |
| **Position within entity** | Clip or tap here to enter text.  |

## Details of the contact person for the application / project implementation.

|  |  |
| --- | --- |
| **Contact Person** | [ ]  Same as applicant[ ]  Same as project leader[ ]  OTHER (fill-in below) |
| **Tick, where appropriate, if the OTHER contact person is to be contacted at application stage, at project implementation, or both.**  | [ ]  Application Stage[ ]  Project Implementation |

|  |  |
| --- | --- |
| **Title (Mr, Ms…)** | Mr, Ms |
| **First Name and Surname** | Clip or tap here to enter text.  |
| **ID Number** | Clip or tap here to enter text.  |
| **Address – Street, Locality, Postcode** | Clip or tap here to enter text.  |
| **Mobile Number**  | Clip or tap here to enter text.  |
| **E-mail Address** | Clip or tap here to enter text.  |

## Project Description

*The project description forms an integral part of the Application Form, and all Sections have to be completed by the Applicant for such applications to be eligible under this intervention.*

|  |
| --- |
| **Farm Exchange details: Please fill in the details of the proposed farm exchange visit** |
| **Topic of the Farm exchange**  | **Number of envisaged participants (15 maximum per group)** | **Host Country**  | **Short description of proposed farm exchange**  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

## Budget

**DOUBLE-CLICK ON THE TABLE TO INPUT DETAILS. TOTAL AMOUNTS ARE CALCULATED AUTOMATICALLY.** In the table below please provide a complete list of items of the proposed project to be co-financed by this Intervention. All costs to be provided in Euros and NET of VAT. Only items listed in this section will be considered for application assessment and grant award procedure. Projects co-funded through this Intervention will be assisted with 100% contribution from the European Agricultural Fund for Rural development and Government of Malta funds. Applicants are to refer to the National Eligibility rules for computation of amounts.



### Technical Description

*(Note that this section contributes directly to the ranking criteria as outlined in the guidelines)*

**The proposed project addresses the Needs as expressed in the specific objectives (Max 15 marks)**

*The assessment is carried out on the level of Needs deemed to be addressed by the project proposal in relation to the Specific Objective under which the intervention is taking place, within the spirit of the CAP SP.*

*≤ 2 Needs addressed: 5 Marks*

*> 2 ≤ 4 Needs addressed: 10 Marks*

*> 4 Needs addressed: 15 Marks*

|  |  |
| --- | --- |
| **The proposed project addresses the Needs as expressed in the specific objectives** | **Needs addressed by this project:** *(tick where approriate)* |
| [ ]  | 2.1: Build human, social and institutional capital through investment in knowledge, training, advice. |
| [ ]  | 2.3: Increase direct selling, adding value, improving processing, marketing facilities and skills. |
| [ ]  | 4.5: Knowledge exchange, training and advice to help reduce, reuse and recycle resources on farms |
| [ ]  | 4.6: Research, innovation and demonstration aimed at moving towards low carbon agriculture |
| [ ]  | 4.7: Knowledge exchange, training, advice and investment support to improve farm climate change |
| [ ]  | 5.6: Demonstrate the value to farm profitability of crops and livestock produced to higher standards |
| [ ]  | 5.7: Identify ways to reduce nutrient loading to air, soil and water from agricultural activity |
| [ ]  | 6.2: Disseminate knowledge amongst farmers to safeguard biodiversity on Natura 2000 sites |
| [ ]  | 6.3: Promote the removal of invasive alien species and the planting of native and archaeophytic species |
| [ ]  | 7.2: Provide training, advice, mentoring and assistance for young farmers |
| [ ]  | 9.1: Foster higher animal welfare standards to ensure well being among farmed animals |
| [ ]  | 9.2: Introduce new measures aimed at reducing, reusing and recycling food waste along the supply chain |
| [ ]  | 9.3: Promote products produced to higher standards for environmental and animal welfare |
| [ ]  | XCo.2: Ensuring that other SO's integrate knowledge exchange, advice, training and information provision |
| Max 300 words*Explain how the project will target these Needs (ticked above) of the CAP Strategic Plan* |

**Contribution of the project towards the Farm to Fork Strategy (max 15 marks)**

**This criteria does not apply for projects under €50,000 in project grant value.**

*Evidence that the project proposal is deemed to contribute towards the Farm to Fork Strategy, including, inter alia¸ the below*

*≤ 2 actions addressed: 5 Marks*

*> 2 ≤ 4 actions addressed: 10 Marks*

*> 4 actions addressed: 15 Marks*

|  |  |
| --- | --- |
| **Contribution of the project towards the Farm to Fork Strategy** | **Evidence that the project proposal is deemed to contribute towards the Farm to Fork Strategy, including, inter alia¸ the below:** *(tick where approriate)* |
|  | [ ]  | Ensuring Sustainable Food Production, incl. Shift to Organic Farming. |
|  | [ ]  | Ensuring Food Security. |
|  | [ ]  | Stimulating sustainable food processing, wholesale, retail, hospitality and food services practices. |
|  | [ ]  | Promoting sustainable food consumption and facilitating shift to healthy, sustainable diets. |
|  | [ ]  | Reducing food loss and waste. |
|  | [ ]  | Combating food fraud along the food supply chain. |
|  | [ ]  | Research, innovation, technology and investments. |
|  | [ ]  | Advisory services, data and knowledge sharing, and skills |
|  | Max 300 words*Explain how the project will target these strategies (ticked above) towards the Farm to Fork Strategy* |

**Potential of the project to enhance/result in (the adoption of) innovation/ use of state-of-the-art technology in the sector/ partnership (max 5 marks)**

**This criteria does not apply for projects under €50,000 in project grant value.**

*The assessment is carried out on the level of potential contribution of the project to enhance/result in:*

*(the adoption of) innovation/ use of state-of-the-art technology in the sector: max 3 marks*

*Partnership with other actors: max 2 marks*

|  |  |
| --- | --- |
| Please explain how the project will enhance/result in the adoption of innovation use of state-of-the-art technology in the sector and whether it will result in partnership with other actors | Max 100 words |

**Contribution towards Results (max 15 marks)**

|  |  |
| --- | --- |
| If <10% contribution toward the following: R1 Enhancing performance through knowledge and innovationR2 Linking advice and knowledge systemsR28 Environmental or climate-related performance through knowledge and innovation then 2 marks will be awarded. If ≥10% contribution towards one of the following:R1 Enhancing performance through knowledge and innovationR2 Linking advice and knowledge systemsR28 Environmental or climate-related performance through knowledge and innovation then 5 marks will be awardedthe following sub-criteria will also be taken into account (max 10 marks):* quality of the project proposals to deliver training, advice, demonstration or information actions, and farm exchanges/visits
* competencies of the training provider, where applicable;
* the level of integration of advisors in the actions, where applicable.
 | Max 300 words |

**Readiness (max 5 marks)**

*Risk associated with the implementation and timeline of the project as proposed by the Applicant (3 marks will be automatically awarded in this section)*

*Sub-Criteria 1*

*Planning Permit Approved / No Permits Required – 3 Marks*

*Planning Permit Pending Decision – 1 Mark*

*Planning Permit Application (if required) not Submitted – 0 Marks*

*Sub-Criteria 2*

*Risks Identified and Mitigated in the Proposal are justified – 2 Marks*

|  |  |
| --- | --- |
| Please explain any risks identified in the implementation of the project and how these will be mitigated  | Max 100 words |

**Quality of Operation Proposal (max 15 marks)**

*Clarity & Sequence – 10 marks* ***(Marks for this section will be awarded according to the quality of the application submitted)***

* *The proposal is not well-defined and poorly sequenced. Central ideas are not focused to support the intended outcomes and following the thread of thought. Description appears disconnected (0 marks).*
* *The central purpose of the proposal is identified and presented in a logical sequence. Ideas are generally focused in a way that supports the desired outcomes and reader is able to follow with little or no difficulty (5 marks).*
* *The central purpose of the proposal is clear and supporting ideas are well-focused presented in a logical sequence which flows naturally. Details are relevant and enrich the proposal and are engaging to the audience (10 marks).*

*Description – 5 marks* ***(Marks for this section will be awarded to the quality of the application submitted.***

*Adequate description of the purpose of the proposal (as may also be guided through the application process). The consideration shall be proportionate to the level of funding being requested.*

* *Description is poor and provides no understanding to the audience of the activities to be implemented to achieve the intended outcomes (0 marks)*
* *Description is adequately presented that the reader can follow with little or no difficulty (3 marks)*
* *Description is well detailed and is engaging to the audience (5 marks)*

**Sustainability (max 20 marks)**

*Evidenced plans towards facilitating increased participation of women, young farmers, young persons, other minorities, and ensuring Equal Opportunities – 5 Marks*

* *Increased participation on one of the above = 3 marks*
* *Combination of two or more of the above = 5 marks*

|  |  |
| --- | --- |
| Please provide plans towards facilitating increased participation of women, young farmers, young persons, other minorities, and ensuring Equal Opportunities  | Max 100 words |

*Marks awarded to the number of actions targeted from the below, including – (15 marks****)***

*1 actions addressed: 5 Marks*

*2 actions addressed: 10 Marks*

*3+ actions addressed: 15 Marks*

|  |  |
| --- | --- |
| **Sustainability**  | **Evidence that the project proposal is deemed to contribute sustainability** *(tick where approriate)* |
|  | [ ]  | actions that reduce ammonia emissions. |
|  | [ ]  | actions that promote animal welfare (interalia proposals that achieve housing systems, and in particular alternative systems for laying hens, free farrowing for sows as well as extended time in group housing for sows and calves (beyond the minimum time required by the EU legislation). |
|  | [ ]  | actions that promote circular economy. |
|  | [ ]  | actions that target the use of anti-microbials. |
|  | [ ]  | Adoption/facilitating the adoption of agricultural practices which are deemed as contributing towards enhanced sustainability. |
|  | [ ]  | Investments in Renewable Energy and Energy Efficient Systems. |
|  | [ ]  | reduction of nutrient losses, while ensuring no deterioration in soil fertility. |
|  | [ ]  | carbon Capture / Sequestration Potential |
|  | [ ]  | increased capacity of water holding in the landscape by the proposed interventions |
|  | [ ]  | make efficient use of existing legitimate buildings, structures and infrastructure, so as to avoid new development pressures scattered in the countryside. |
|  | [ ]  | restore already degraded land, natural habitats and landscapes where reasonably possible as well as prevent adverse environmental impacts that may arise from indirect and consequential implications of development, such as impacts associated with widening of rural roads, infrastructure, rural tourism, etc. |
|  | [ ]  | improve/restore specific aspects of the environment, including the protection and conservation of the natural/rural environment, including site topography, natural physical features, valleys and watercourses, cliffs/escarpments, old rubble walls, traditional terraced fields, mature trees (e.g. carobs), areas of garrigue(xaghri), maquis or mosaic landscapes (made up of a mix of patches of arable land and patches of garrigue/maquis, and/or characterised by non trivial rock outcrops, etc.).  |
|  | Max 300 words*Explain how the project will target these strategies (ticked above) towards sustainability.*  |

## Supporting Documentation[[6]](#footnote-7)

### Supporting documentation required with regards to the applicant.

The applicants will be advised further, during the evaluation process, with regards to the submission of any necessary clarifications/documents required.

|  |  |  |  |
| --- | --- | --- | --- |
| The following sent in one compressed zipped folder to rdsubmissions.opm-ees@gov.mt 1. a soft copy of the application form
2. soft copies of **all** annexes, documents and supporting documentation.

**Each separate document** is to be individually presented and adequately titled for ease of reference. | Yes [ ]  | No [ ]  |  |

### Supporting documentation required related to proposed Project

|  |  |  |  |
| --- | --- | --- | --- |
| **indicative outline** of the proposed training program of the travel | Yes [ ]  | No [ ]  | N/A [ ]  |
| Details of the foreign body through which certification of these visits is to be achieved, as well as any evidence showing that the certification of such visits can be achieved.  | Yes [ ]  | No [ ]  | N/A [ ]  |

## Declarations

*The Applicant is requested to read through the below statements and confirm that the Applicant will abide with the stipulated declarations. If the information is found to be false or deliberately misleading, any EU Funds awarded may be withdrawn and any funds paid may be recovered from the Applicant organisation completing this form. These obligations shall be considered binding upon signing of the Grant Agreement if the application is approved for co-financing.*

***Declarations:*** Please read each declaration carefully and tick each box by clicking on it to appear as ☒. The declarations will become legally binding once the project is approved and the applicant has signed the Grant Agreement.

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | YES | NO |
| 1 | I declare that the entries in this Declaration form, the details in the whole Application Form which is being submitted and any other annexes enclosed are, to the best of my knowledge and belief, correct. | [ ]  | [ ]  |
| 2 | I confirm that access will be allowed to the sites which fall within the scope of this project, to any authorized person for the purpose of carrying out an inspection in order to verify the accuracy of the information in this application and subsequent submissions.  | [ ]  | [ ]  |
| 3 | I will follow the set procedures by the Managing Authority with regards to any proposed changes to the project.  | [ ]  | [ ]  |
| 4 | I confirm that the proposed project is not directly affected by a reasoned opinion by the Commission in respect of an infringement under Art 258 TFEU that puts at risk the legality and regularity of expenditure or the performance of operations. | [ ]  | [ ]  |
| 5 | I declare:- to be fully compliant with the eligibility criteria set out in the call;- to have the financial and operational capacity to carry out the proposed project. | [ ]  | [ ]  |
| 6 | I confirm that I am not aware of any reason why the project may not proceed or be delayed and the commitment can be made within the timescales indicated in the guidelines to which this project relates. I acknowledge that the application will be subject to regular monitoring/auditing/evaluations and undertake to keep records for this purpose in line with instructions received from the MA and ARPA and as described in and any manuals and guidance provided by the MA/ARPA/other stakeholders, as applicable. | [ ]  | [ ]  |
| 7 | I declare that this project is not being supported through other EU and/or National Funding nor have I presented, for the same project, other applications for public aid. I will abide by the principle of good governance and with the spirit of the Public Procurement Regulation on matters related to procurement as applicable.  | [ ]  | [ ]  |
| 8 | I declare that the Applicant and/or project partners are not in an exclusion situation in accordance with Art 136(1) and Art 141(1) of 2018/1046 Financial regulation and CPR Art 73 (2)(i) | [ ]  | [ ]  |
| 9 | I declare that I will follow any applicable planning and environmental regulations as may be applicable to the proposed project.  | [ ]  | [ ]  |
| 10 | I also declare that by submitting this application, I am hereby giving my consent for the publication of information related to the organisation and the project (including budget) as required by the applicable EU Regulations. | [ ]  | [ ]  |
| 11 | I declare to abide to the durability period obligations in line with the guidance notes.  | [ ]  | [ ]  |
| 12 | If the project is approved, I agree to limit the number of change requests as stated in the Grant Agreement. | [ ]  | [ ]  |
| 13 | I agree to allow the Managing Authority to access all data necessary for the latter to be able to carry out its duties in line with applicable Regulations. Personal data transmitted to the Managing Authority and any other stakeholders within the scope of implementation of projects being co-financed by Cohesion Policy is processed, in accordance with the General Data Protection Regulation (EU) 2016/679 and any subsequent amendments. | [ ]  | [ ]  |
| 14 | I confirm that should the applicant benefit from a grant under this Measure, the applicant as beneficiary, must complete the project in accordance with the terms and conditions stipulated in the Grant Agreement. Should the beneficiary fail to do so, the beneficiary will not receive the grant and, if the beneficiary would have already received any payments from the grant, the beneficiary would have to reimburse the funds received and interest charges may be applied. | [ ]  | [ ]  |
| 15 | I declare that the investment is not a simple replacement. | [ ]  | [ ]  |
| 16 | I confirm that information will be provided on the results achieved following implementation of the project and the applicant undertakes to provide this information may be requested, during the durability period of the project.  | [ ]  | [ ]  |
| 17 | I am fully aware that I must maintain the project as a going concern during the durability period of the project and I will be subject to ex-post on-the-spot checks. I understand that failure to do this will result in penalties or recoveries being applied. | [ ]  | [ ]  |
| 18 | I am fully aware that the ownership or the location of the project (or part of the project) must remain the same throughout the durability period, unless prior written approval of the Managing Authority is first sought; | [ ]  | [ ]  |
| 19 | I confirm that any further information will be provided as may be required by relevant stakeholders that may undertake audit checks and controls throughout the application and durability period. | [ ]  | [ ]  |
| 20 | I understand that I will not be eligible to apply for other grants or obtain additional funding for the same items if financed through this application. | [ ]  | [ ]  |
| 21 | I also understand that if the information included in the Application Form is found to be not factually correct, the application may be rejected, or the project withdrawn.  | [ ]  | [ ]  |
| 22 | I understand that email communication on the email address provided to the Managing Authority in this application form maybe used for official communication/notification. | [ ]  | [ ]  |
| 23 | I confirm that all farm exchange visits funded under this intervention are not part of normal education programs or systems at secondary or higher levels  | [ ]  | [ ]  |

1. The mobile number is obligatory prior to issuing a grant agreement. [↑](#footnote-ref-2)
2. The email address is obligatory prior to issuing a grant agreement. [↑](#footnote-ref-3)
3. A project leader is the applicant him/herself (in case of natural persons) or a person from the applicant’s organisation who is financially and administratively responsible for the success and completion of the project. [↑](#footnote-ref-4)
4. The mobile number is obligatory prior to issuing a grant agreement. [↑](#footnote-ref-5)
5. The email address is obligatory prior to issuing a grant agreement. [↑](#footnote-ref-6)
6. Note that in case where applicable documentation is still missing at the time of the application, the MA will request the applicant to rectify their situation within a stipulated timeframe. [↑](#footnote-ref-7)