



GOVERNMENT  
OF MALTA



## ESF+ Programme ESIF Policy 2021-2027

*Fostering the socioeconomic wellbeing of society  
through the creation of opportunities for all and  
investment in human resources and skills*

Call for Project Proposals

Information Session: Submission of  
Application form

11<sup>th</sup> September 2025



Co-funded by  
the European Union

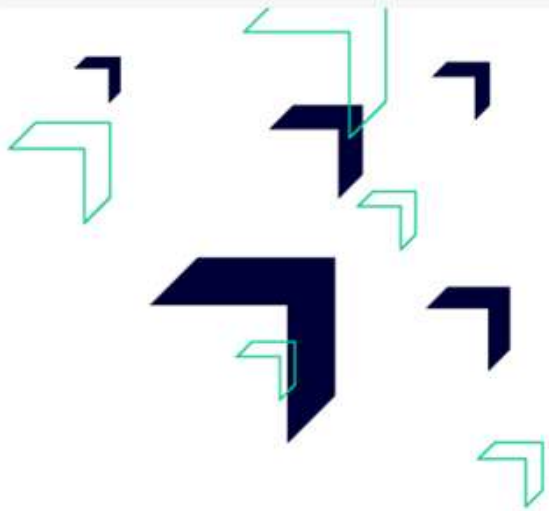


**GOVERNMENT  
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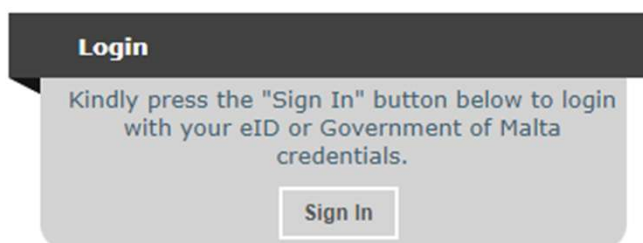
# SFD Submission



**Co-funded by  
the European Union**

## Submission of Application

- To submit an application, you must go on the SFD website <https://sfd.gov.mt/Application/Dashboard.aspx>
- The link below will take you directly to a Step-by-Step guide to register for an account - <https://fondi.eu/wp-content/uploads/2023/05/Circular-002-2023-Annex-1-Sign-In-Procedure.pdf>.



Welcome to the portal used for the application for EU funded projects in Malta.  
As of 16th May 2023, sign in is with eID, CORP and iLearn. A user guide is available at [this link](#).  
Previously created active accounts will need to link their account following the first sign in. This is a one-time task.

## Submission of Application

- The list of open calls is displayed hereunder. Please select **"New Application"** next to the open call to initiate the application process within the call.



The list of open calls is displayed hereunder. Please select "New Application" next to the open call to initiate the application process within the call.

Open calls	Programme	Start Date	End Date	
Call 16 - ESO4.11 - Equal access to quality social and healthcare services	ESF+ - Fostering the socioeconomic wellbeing of society through the creation of opportunities for all and investment in human resources and skills	24/08/2025 08:00:00	20/10/2025 12:00:00	<a href="#">New Application</a>

# Submission of Application



- Select the Priority listed and fill in the ‘Project Title’ and the ‘Project Summary’. Then click ‘Create’.

## Screen

## Application Form

### 1. Project Details

## Key Points

- Project title **cannot** be amended after clicking ‘Create’.
- If the Applicant needs to amend the title, they must create another application.

<b>Project Title</b>	Name of the Project
<b>Start Date<sup>1</sup></b>	Enter date by when the project is estimated to start. This should also include the preparatory stage of the project.
<b>End Date<sup>2</sup></b>	Enter date by when the project is estimated to be concluded.
<b>Total Project Cost</b>	EUR (the total project value is to be inserted).
<b>Summary</b>	Provide a summary on the project.
<i>Note: This will be presented in the published list of the Managing Authority on the MA's website fondi.eu, as per Article 40 of Regulation (EU) 2021/1060</i>	The summary shall include a broad description of the project idea, that is, the basic rationale for implementing the proposed project. A brief description of the aims, objectives, main activities and expected results.

# Submission of Application



## Screen

1 - Project Details  
2 - Project Intervention Logic  
3 - Checklist of Attachments

### 1.1 - Executive Summary

Executive Summary – Executive Summary

Call	Call 2.3
Priority	01 Enhancing Employability and Labour Market Resilience
Project Title	Project Title
Project Summary	Project Summary

Start Date
End Date

Grant Requested  
Amount of Public Funding needed for the Project

Save  
Print  
Validate  
Submit  
Delete

## Application Form

### 1. Project Details

<b>Project Title</b>	Name of the Project
<b>Start Date<sup>1</sup></b>	Enter date by when the project is <b>estimated to start</b> . This should also include the <b>preparatory stage</b> of the project.
<b>End Date<sup>2</sup></b>	Enter date by when the project is <b>estimated to be concluded</b> .
<b>Total Project Cost</b>	<b>EUR</b> (the total project value is to be inserted).
<b>Summary</b>	Provide a summary on the project.  The summary shall include a <b>broad description</b> of the project idea, that is, the <b>basic rationale</b> for implementing the proposed project. A brief description of the <b>aims, objectives, main activities and expected results</b> .

*Note: This will be presented in the published list of the Managing Authority on the MA's website fondi.eu, as per Article 40 of Regulation (EU) 2021/1060*

- Fill in the '**Start Date**' and the '**End Date**' of the project.
- Start date should not be before 1<sup>st</sup> January 2021.
- End date should not be after 31<sup>st</sup> December 2029.
- Fill in the '**Grant Requested**' and click '**Save**'.

# Submission of Application



- Go on **2 – Project Intervention Logic** (Left Side of the page)
- Fill in **Organisation Details** and Click **Save**

## Screen

1 - Project Details
2 - Project Intervention Logic
3 - Checklist of Attachments

2.1 - Project overview

Organisation Details

Name of organisation
Head of organisation
Address
Post Code
Vat Number (if any)
Type of Organisation
Legal Status
Entity Classification
Project Leader
Position within Organisation
Phone number
Email Address
Contact Person
Position within Organisation
Phone number
Email Address

Please upload the Legal Act constituting the Entity (e.g the Deed of Foundation) under the section checklist of attachments as applicable

## Application Form

### 2. Lead Applicant

In the fields below, the Applicant is to include information on the Applicant Organisation.

Name	
Head of Organisation	
Legal Status	Choose an item.
Type of SME (if applicable)	
Registration / VO Number	
Legal Address	
Contact Number	
Contact E-mail	
Website	

### 3. Contact Details

In the fields below, the Applicant is to include information on the Project Leader of the proposed project. Only one project leader responsible for the project.

Project Leader	
Position within the Organisation	
Office Address	
Contact Number	
E-mail address	
Main Contact Person <sup>3</sup>	
Position within the Organisation	
Office Address	
Contact number	
E-mail address	



# Submission of Application



- Go on **2 – Project Intervention Logic** (Left Side of the page)
- Fill in **2.1 – Specific Objectives, Actions, Expected Results** and Click **Save**

## Screen

Specific Objectives	
<input checked="" type="checkbox"/>	Equal access to quality social and healthcare services

Actions	
<input type="checkbox"/>	Addressing children's developmental/medical needs holistically
<input type="checkbox"/>	Child Guarantee Initiatives
<input type="checkbox"/>	Specialised training in Child Protection Services
<input type="checkbox"/>	Support for Social Partners and other NGOs
<input type="checkbox"/>	Training for Health Professionals, including in long-term care and disability

Expected Results	
<input checked="" type="checkbox"/>	Improved health and care services, including long-term care, social protection services and reduced health inequalities

Save
Print
Validate
Submit

## Application Form

### 9. Project Description

#### 9.1 - Is the project contributing to the **specific objective** of this call?

ESO: 4.11. Equal access to quality social and healthcare services

☐ Yes

☐ No

#### 9.2 - **Which** need is the project addressing in relation to the list of possible **interventions** as set out in the programme?

☐ Training for Health Professionals, including in long-term care and disability

☐ Specialised training in Child Protection Services

☐ Child Guarantee Initiatives

☐ Addressing children's developmental/medical needs holistically

☐ Support for Social Partners and other NGO

☐ Complementarities/synergies with other priorities under this programme and other initiatives

#### 9.5 - **What** are the expected **results** which the project shall be contributing to?

☐ Improved health and care services, including long-term care, social protection services and reduced health inequalities.



# Submission of Application



- Fill in the 'Output Indicators' and 'Result Indicators' and click 'Save'.

## Screen

### Output Indicators

Output Indicators	Completion of Operation		
	Malta	Gozo	Total
- EECO01 - Total number of participants			
- PSO03 - Number of non-governmental organisations supported			

### Result Indicators

Result Indicators	Malta	Gozo	Total
ESO4.11 - EECR03 - Participants gaining a qualification upon leaving			
ESO4.11 - PSR01 - Participants gaining a certification upon leaving			
ESO4.11 - PSR03 - Improved/Introduced new systems/services			

## Application Form

### 12.1 Output and Result Indicators Table

OUTPUT INDICATORS	Measurement Unit	Target 2029 and/or End of operation
EECO01 - Total number of participants	Persons	
PSO03 - Number of non-governmental organisations supported	Number	

RESULTS INDICATORS	Measurement Unit	Minimum Target as at end of operation in line with ESF+ Programme	Target 2029 and/or End of operation
EECR03 – Participants gaining a qualification upon leaving	Percentage	65%	
PSR01 – Participants gaining a certification upon leaving	Percentage	80%	
PSR03 - Improved/Introduced new systems/services	Number	4	

Save

Print

Validate

Submit

Delete

# Submission of Application

- Go on Point 3 (Left Side of the page)
- Upload a signed PDF** version of the **application form** in the first section.
- Upload a Word Document** version of the **application form** in the second section.
- You may also add any other **supporting documentation** which is relevant to the application and then click '**Save**'.

## Screen

1 - Project Details

2 - Project Intervention Logic

3 - Checklist of Attachments

### 3.1 - Checklist of Attachments

#### Documents Checklist

Document	Uploaded File			
Duly completed signed scanned copy of application		Choose File	No file chosen	View Remove
Copy in Word format of the full application form, including all annexes.		Choose File	No file chosen	View Remove

Add supporting document

Save

Print

Validate

Submit

Delete

## Application Form

### 21. List of Attachments to be submitted with the Project Proposal

It is the responsibility of the Applicant to ensure that all the necessary documents mentioned throughout the Application Form/Guidance Notes are included under this Section where applicable. The table below is indicative of the documentation to be submitted

Document Description	Attachments to be uploaded in PDF format
Letter of Intent for Partner Organisation	
FA/FFS/CBA	
Checklists relating to FA/FFS/CBA (as indicated in respective section)	
Proof of co-financing	
SAMB Correspondence	

<sup>6</sup> In the case of third-party resources or loan, relevant documentation should be submitted.

Document Description	Attachments to be uploaded in PDF format
Calculations of the annual (operational) costs	
Other supplementary documentation	
Other supplementary documentation	
Other supplementary documentation	

# Submission of Application



- Once you are ready to submit the application, please click '**Validate**'. This will tell you whether everything was submitted accordingly. Amendments will still be allowed after this step.
- Finally click on '**Submit**', to submit your application. No amendments will be allowed after an application is submitted.
- To confirm that the application has been created, you may go on the '**Home**' icon and find the list of applications which you have drafted/finalised at the bottom of the page.
- Make sure that once submitted, the application is confirmed (Marked '**Yes**').

Your draft / finalised application forms are listed hereunder.

Call	Programme	Project	Reference	Confirmed	
Call 2.3 - ESO4.1- Access to employment and activation measure for all	ESF+ - Fostering the socioeconomic wellbeing of society through the creation of opportunities for all and investment in human resources and skills	Project Title		NO	<a href="#">View</a>

# Submission of Application



Applications are to be filled in a Word Document and are to be submitted on [www.sfd.gov.mt/application](http://www.sfd.gov.mt/application)

Access to Application form and Deadline for submission of applications:

ESO.4.11. Equal access to quality social and healthcare services→ **deadline 20<sup>th</sup> October 2025**

<https://fondi.eu/what-funding-is-available/equal-access-to-quality-social-and-healthcare-services-4/>

## Contact Details

Secretariat to the Project Selection Committee,

**Planning and Priorities Co-ordination Division,**

The Oaks Business Centre, Block B,

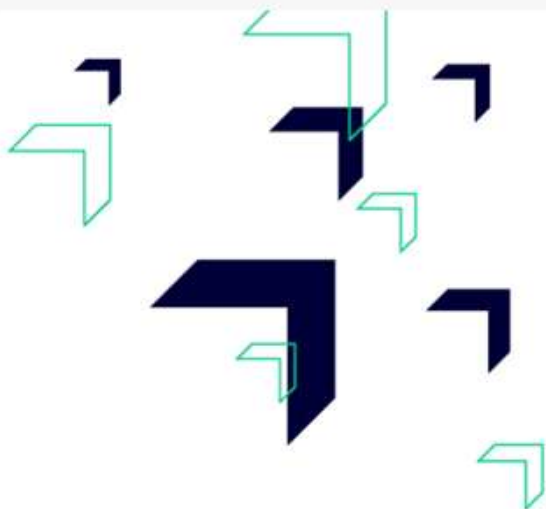
Triq Farsons, Malta

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Email: [fondi.eu@gov.mt](mailto:fondi.eu@gov.mt)

Website: <https://fondi.eu/>

Thank you !



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