**Project Proposal**

**RURAL DEVELOPMENT PROGRAMME 2014 - 2020
Regulation (EU) 1305/2013 (EAFRD Regulation)**

**Call reference number: EAFRD/2023/M4.4/3**

|  |  |
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|  |  |
| --- | --- |
| Call | 03 |
| Programme | Rural Development Programme 2014 - 2020 |
| Sub - Measure | 4.4 - Support for non-productive investments linked to the achievement of agri-environment-climate objectives |
| Reference Number *(For office use only)* | (For office use only) |

**DEADLINE: Monday 03 July 2023 (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, 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 sections 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 11 pt
* 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**  | **Change**  |
| 1.0 | 27 March 2023 | Initial Version  |
| 1.1 | 13 April 2023 | Editorial Changes in Section 2.1A |

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**Part A – Administrative forms**

## 1.Project Details

|  |  |
| --- | --- |
| **Project Title** | *[Max 15 words] Name of the Project*  |
| **Project Duration in Months[[1]](#footnote-2)** | *Enter the number of months required to complete the project.*  |
| **Project Summary***Note: This will be presented in the published list of the Managing Authority.* | *[Max 150 words] Provide a summary on the project.* *The summary shall include a broad description of the project idea, that is, the basic rational for implementing the proposed project. A brief description of the aims, objectives, main activities and expected results.*  |

## 2. Lead Applicant

***Tick where applicable***

|  |
| --- |
| **2.1 Nature of the Applicant** |
|[ ]  Farmer (Full-Time) |
|[ ]  Farmer (Part-Time) |
|[ ]  Group of Farmers |
|[ ]  Business[[2]](#footnote-3) |
|[ ]  NGOs |
|[ ]  Public Entities |
|[ ]  Land Manager |

|  |
| --- |
| **FOR section 2.2:** * If you are a **natural person** (e.g.: farmer) please fill in section Q.2.1a;
* if you are a **legal/public entity/NGO**, kindly fill in section Q2.1b.
* In case of **partnerships** kindly fill in section Q2.1c. The Lead Partner will need to fill in their details
* If you are a **group of farmers,** kindly fill in section Q2.1d.
 |

**2.1 Applicant’s information**

**2.1a Details of the Natural Person applying for the grant (where applicable)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Title (Mr, Ms, Other)** | Mr, Ms | **ID Card No:** | Click or tap here to enter text. |
| **Full Name of Applicant** | Click or tap here to enter text.  |
| **Mail Address** | Click or tap here to enter text.  |
| **Mobile Number[[3]](#footnote-4)** | Click or tap here to enter text.  |
| **E-mail Address[[4]](#footnote-5)** | Click or tap here to enter text.  |
| **VAT Number** | Click or tap here to enter text.  |

**2.1.b Details of the legal/public entity/NGO applying for the grant**

|  |  |
| --- | --- |
| **Name of entity**  | Click or tap here to enter text.  |
| **Entity Address** | Click or tap here to enter text.  |
| **Company Reg. / VO Number**  | Click or tap here to enter text.  |
| **VAT number of entity** | Click or tap here to enter text.  |
| **Name of Project Leader** | Click or tap here to enter text.  |
| **Position within Entity** | Click or tap here to enter text.  |
| **Mobile Number** | Click or tap here to enter text.  |
| **Email Address[[5]](#footnote-6)** | Click or tap here to enter text.  |
| **Website address**  | Click or tap here to enter text.  |

**2.1.c Details of the partnership applying for the grant (where applicable)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Partnership** | Click or tap here to enter text.  | **ID Card No of Lead Partner:** | Click or tap here to enter text. |
| **Lead Partner[[6]](#footnote-7)** | Click or tap here to enter text.  |
| **Title (Mr, Ms, Other)** | Mr, Ms |
| **Mail Address of Lead Partner** | Click or tap here to enter text.  |
| **Mobile Number of Lead Partner** | Click or tap here to enter text.  |
| **E-mail Address of Lead Partner[[7]](#footnote-8)** | Click or tap here to enter text.  |
| **VAT Number of Partnership** | Click or tap here to enter text.  |
| **Partnership Set-Up Note: applicant partnerships must be f**ormally registered as such with the Agricultural (i.e. partnership profile on Farmer Registry) and Fiscal authorities. | [ ]  A partnership *en nom collectif* (unlimited liability partnership) governed by Malta’s Companies Act[ ]  A partnership *en commandite* (or limited partnership) governed by Malta’s Companies Act[ ]  A civil partnership – regulated by the Malta’s Civil Code.[ ] Other (please explain): Click or tap here to enter text. |

**2.1.d Group of Farmers**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Lead Farmer (Project Leader)** | Click or tap here to enter text.  | **ID Card No of Lead Farmer:** | Click or tap here to enter text. |
| **Title (Mr, Ms…)** | Mr, Ms |
| **Mail Address of Lead Farmer**  | Click or tap here to enter text.  |
| **Mobile Number of Lead Farmer** | Click or tap here to enter text.  |
| **E-mail Address of Lead Farmer[[8]](#footnote-9)** | Click or tap here to enter text.  |
| **VAT Number of Lead Farmer** | Click or tap here to enter text.  |
| **Full Name of all other Farmers forming part of the group (each farmer separated by comma)** | Click or tap here to enter text.  | **ID Card No of each respective farmer** | Click or tap here to enter text. |

**2.2 Details of the contact person for the application / project implementation.**

*In the case where a third party is supporting the drafting of the application, this section is required. If the contact person is the same as the applicant listed in sections 2.1a, 2.1b, 2.1c, this can be left blank.*

|  |  |
| --- | --- |
| Tick, where appropriate, if the contact person is to be contacted at application stage, at project implementation, or both.  | [ ]  N/A [ ]  Application Stage[ ]  Project Implementation |

|  |  |
| --- | --- |
| Title (Mr, Ms, Mx, Other) | Mr, Ms |
| First Name and Surname | Click or tap here to enter text. |
| Mail Address | Click or tap here to enter text. |
| Mobile Number  | Click or tap here to enter text. |
| E-mail Address | Click or tap here to enter text. |

**2.3 Sector and Type of Activity** *Please tick all relevant sectors and all relevant activities that apply*

|  |  |  |
| --- | --- | --- |
| **Sector** | **Type of Activity** | **Type of Production[[9]](#footnote-10)** |
|  |  | **C** | **O** |
|[ ]  Livestock sector |[ ]  Field crops |[ ] [ ]
|[ ]  Crop Sector |[ ]  Other permanent crops |[ ] [ ]
|[ ]  Mixed Sector |[ ]  Horticulture |[ ] [ ]
|[ ]  Non-agricultural sector |[ ]  Wine |[ ] [ ]
|  |[ ]  Swine |[ ] [ ]
|  |[ ]  Dairy |[ ] [ ]
|  |[ ]  Bees |[ ] [ ]
|  |[ ]  Poultry |[ ] [ ]
|  |[ ]  Bovine |[ ] [ ]
|  |[ ]  Sheep |[ ] [ ]
|  |[ ]  Goats |[ ] [ ]
|  |[ ]  Rabbits |[ ] [ ]
|  |[ ]  Other: Click or tap here to enter text. |[ ] [ ]

**2.4 Training / skills[[10]](#footnote-11)**

***Tick if applicable***

|  |  |
| --- | --- |
| Participated in training. (*only training certificates issued within the last 2 years are to be considered)* | [ ]  Yes  |
| Sought advice from the advisory services recognised by the Farm Advisory Service Registration Board (FASRB)[[11]](#footnote-12) (*only Advisory receipts issued within the last 2 years are to be considered)* | [ ]  Yes |

* 1. **Experience in EU-funded or similar**[[12]](#footnote-13)**projects**

*Please provide a list of your previous and most relevant projects (up to two)*

|  |  |  |
| --- | --- | --- |
| **Funding Programme** | **Project Reference Number** | **Amount** (EUR) |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

# **Part B – Technical description**

## 3. Key Investment Plan

*Key Investment Plan 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 Measure.* ***Note that this section contributes directly to the ranking criteria as outlined in the guidelines.***

|  |  |
| --- | --- |
| **In the plan, provide a description of:**1. your proposed actions and the investments to be carried out;
2. whether the applicant has considered other forms of funding
3. the obejctives to be achieved
4. How your project will address[[13]](#footnote-14):
* Sustainability
* Environemental Sensibility

In the plan, include a description how the project will be successful at the end of the grant agreement.  | Max 500 words |

**4. Economic Activity**

|  |  |
| --- | --- |
| **Do you currently carry an economic activity related to agriculture or forestry?** | Yes |[ ]
|  | No |[ ]

**5. Eligibility Action and Expenditure**

Please fill the below table to identify the project location for each intervention that you propose to carry out as part of your investment under this Measure. This does not exclude the applicant from changing location if justified circumstances arise.

|  |  |
| --- | --- |
| **Type of intervention** *(e.g planting of trees, restoration of rubble walls,)* | **Parcel Reference Number of site and/or Location of land** |
| Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. |

## 6. Tree Interventions

|  |  |
| --- | --- |
| **Are you planting trees to replace alien/invasive tree species?** | [ ]  Yes  |
| **Type of trees to be planted or removed** | **Amount of particular tree *(to be planted or removed)*** |
| Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. |

**7. Project Costs**

**DOUBLE-CLICK ON THE TABLE TO INPUT DETAILS. TOTAL AMOUNTS ARE CALCULATED AUTOMATICALLY.** In the table below please provide an exhaustive list of the items of the proposed project components to be co-financed by this Measure. All costs to be provided in Euros. Examples provided are to be -replaced by real cost items - prices are purely fictitious. Only items listed in this section will be considered for application assessment and grant award procedure. Projects co-funded through this Measure will be assisted with 80% contribution from the European Agricultural Fund for Rural development and Government of Malta funds. The amount of each component is to be included under the year in which the investment is expected to be operational.



## 8 Preparedness

*Preparedness refers to level of readiness of the project to proceed with implementation, such as quotations having already been gathered, necessary permits (where applicable) obtained or in the process of seeking such permits etc. Note that this section contributes directly to the ranking criteria as outlined in the guidelines.*

**8.1 Evidence of Preparedness**

Describe the level of readiness to start the project

|  |
| --- |
| Max 50 words |

**8.2 Planning and Environmental Permits**

|  |  |  |
| --- | --- | --- |
|  | YES | NO |
| Do any of the activities envisaged within the operation require a planning or an environmental permit? |[ ] [ ]
| If **Yes**, please provide PA Ref. Number or Tracking Ref. Number: | Insert Ref. |

## 9. Evidence of applicant’s ability to successfully implement the project

*Note that this section contributes directly to the organisational capacity ranking criteria as outlined in the guidelines.*

|  |  |
| --- | --- |
| Describe how the applicant has the necessary administrative capacity, resources and experience to implement the project. | Max 50 words |
| Describe how the project will lead to benefits to the general rural area, even after the project has been completed? Benefits may be environmental, social, economical. | Max 50 words |

## 10. Publicity and Visibility of the Fund

*Note that this section contributes directly to the dissemination ranking criteria as outlined in the guidelines.*

|  |  |
| --- | --- |
| The guidance notes outline the minimum obligations (refer to the Guidelines) with regards to dissemination. Please outline any actions which you would commit to beyond these minimum obligations. *(vague information will not be considered for ranking purposes):* | Max 50 words  |

For information purposes, how did you get to know about this call? *You can tick more than once box.*

|  |  |
| --- | --- |
| **Newspaper Adverts**  | [ ]  |
| **Radio Promotion** | [ ]  |
| **TV Promotion**  | [ ]  |
| **Social Media Promotion** | [ ]  |
| **Via BiedjaCam / SMS** | [ ]  |
| **Other:**  | Max 10 words  |

## 11. Horizontal Priorities

*Note that this section partially contributes to the ranking criteria as outlined in the guidelines.*

**11.1 Equal opportunities**

Please explain how the applicant will ensure that equal opportunity will be integrated in the operation.

|  |  |
| --- | --- |
| **Equal Opportunities** | **Briefly explain**  |
| **Gender mainstream strategy**  | [ ]  | Max 50 words |
| **Equality between men and women** | [ ]  |
| **Non-Discrimination**  | [ ]  |
| **Accessibility** | [ ]  |

## 12. Supporting Documentation[[14]](#footnote-15)

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.mefl@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 [ ]  |  |
| Certification of participation to a relevant training within the **last two years.** | Yes [ ]  | No [ ]  | N/A [ ]  |
| Receipt and copy of sought advice from advisory services within the **last two years**. | Yes [ ]  | No [ ]  | N/A [ ]  |
| Tax Compliance [[15]](#footnote-16)Certificate – A certificate issued not earlier than **three (3) months** from the date of the application, by the Office of the Commissioner for Revenue (CfR) confirming that the Applicant has submitted all returns and has no pending liabilities with CfR; or can otherwise provide official CfR documented evidence that an applicant is honouring an agreement for settling any outstanding amounts. (Not applicable for public entities,)(Applicable for other applicants including NGOs) | Yes [ ]  | No [ ]  | N/A [ ]  |
| Declaration by a warranted accountant or lawyer attesting that funds are available to finance the running costs of the project and that the applicant is not in financial difficulty.  This declaration shall be issued not earlier than three months from the date of the submission of the application. (Not applicable in case of Government bodies but applicable in case of all private applicants, and NGOs)(Not applicable where private part is to be fully financed by a loan) | Yes [ ]  | No [ ]  | N/A [ ]  |
| If private part is to be financed by a loan, a bank letter of intent is to be requested at application stage which includes a set amount. In the case the project is approved, the applicant is obliged to submit a bank sanction letter within 3 months of signing the grant agreement.(Compulsory if applicable) | Yes [ ]  | No [ ]  | N/A [ ]  |
| Audited financial statements of year n-1and n-2[[16]](#footnote-17). If n-1 year audited accounts are not available, the applicant is to submit management accounts. **In case of start-ups 1st year of Business:** If in the first year of business- existing management accounts at application date, cash flow and revenue projections for next year certified by CPA. **In case of Start-ups 2nd year of business:** If in the second year of business- audited financial statements of n-1, if these are not available applicant is to submit management accounts. (Applicable for private companies)(Compulsory at application stage, where applicable)  | Yes [ ]  | No [ ]  | N/A [ ]  |
| **In case of Local councils**: 1. Audited financial statements of year n-1[[17]](#footnote-18) and n-2. If n-1 year audited accounts are not available, the applicant is to submit management accounts.
2. Joint Declaration by Mayor and Executive Secretary of the Local Council, stating that the Local Council commits to its co-financing obligations. This declaration shall be issued not earlier than three months from the date of the submission of the application.
3. Where the audited accounts do not provide evidence of sufficient liquidity, a bank guarantee should be presented

The MA retains the right to consult with the Director of Local Government to check that the co-financing as declared by the Local Council is available/ likely to be met. This assessment by the Director of local Government will be made on the basis of the information provided by the Applicant.  | Yes [ ]  | No [ ]  | N/A [ ]  |
| Last year Income Tax Returns OR FS3.(Applicable in case of full-time farmers, part-time farmers and land managers) | Yes [ ]  | No [ ]  | N/A [ ]  |
| Last year profit and loss statements(Applicable for applicants that carry out an economic activity related to agriculture) | Yes [ ]  | No [ ]  | N/A [ ]  |
| **In case of Non-Governmental Organisations:[[18]](#footnote-19)****New VOs/NGOs:**1. Management accounts from date of inception;
2. Declaration by treasurer and another signatory that funds are available to match the private financing. This declaration shall be issued not earlier than three months from the date of the submission of the application.
3. If private part is to be financed by a loan, a bank letter of intent is to be requested at application stage which includes a set amount. In the case the project is approved, the applicant is obliged to submit a bank sanction letter within 3 months of signing the grant agreement.

**Category 1 (where the total revenue does not exceed €20,000 over three consecutive years):** 1. Management Accounts of n-1 and n-2 in line with Schedule 2 of LN492.2001;
2. Declaration by treasurer and another signatory that funds are available to match the private financing. This declaration shall be issued not earlier than three months from the date of the submission of the application.
3. If private part is to be financed by a loan, a bank letter of intent is to be requested at application stage which includes a set amount. In the case the project is approved, the applicant is obliged to submit a bank sanction letter within 3 months of signing the grant agreement.

**Category 2 (where the total revenue for three last consecutive calendar years is over €20,000 but less than €200,000):**1. Management Accounts of n-1 and n-2 in line with Schedule 2 of LN492.2001;
2. Declaration by treasurer and another signatory that funds are available to match the private financing. This declaration shall be issued not earlier than three months from the date of the submission of the application.
3. If private part is to be financed by a loan, a bank letter of intent is to be requested at application stage which includes a set amount. In the case the project is approved, the applicant is obliged to submit a bank sanction letter within 3 months of signing the grant agreement.

**Category 3 (where the total revenue for the three last consecutive calendar years exceeds €200,000):**1. Audited financial statements of n-1 and n-2 but if n-1 year audited account are not available, management accounts are to be submitted in line with Schedule 2 of LN492.2001;
2. Declaration by treasurer and another signatory that funds are available to match the private financing. This declaration shall be issued not earlier than three months from the date of the submission of the application.
3. If private part is to be financed by a loan, a bank letter of intent is to be requested at application stage which includes a set amount. In the case the project is approved, the applicant is obliged to submit a bank sanction letter within 3 months of signing the grant agreement.

The MA retains the right to consult with the Commissioner of VOs to ascertain that compliance with National laws are being observed.  | Yes [ ]  | No [ ]  | N/A [ ]  |
| Current Memorandum of Association (legal entities), or partnership deed (Partnership deed is applicable for applicants in a partnership agreement).  | Yes [ ]  | No [ ]  | N/A [ ]  |
| A declaration showing that the applicant forms part of (or is the legal representative) the beneficiary/applicant organisation. | Yes [ ]  | No [ ]  | N/A [ ]  |

The following is a list of supporting documentation that concerns the proposed investment. Applicants are advised to note whether the submission of relevant documents is compulsory or required, as indicated in the list below.

|  |  |  |  |
| --- | --- | --- | --- |
| One Estimated bill of quantities (BOQ) dated not earlier than 6 months and prepared by a warranted architect in case of any works, including infrastructure.[[19]](#footnote-20)BOQ should also include the market rates in ‘€’ for the provision of services listed in the BOQ. | Yes [ ]  | No [ ]  |  |
| A declaration by the architect stating that as at date of BOQ, no works presented have commenced. | Yes [ ]  | No [ ]  |  |
| One signed quotation dated not earlier than 6 months for the use of professional services in relation to the investment[[20]](#footnote-21). | Yes [ ]  | No [ ]  | N/A [ ]  |
| One signed quotation OR BOQ dated not earlier than 6 months for the purchase of trees [[21]](#footnote-22).Tree names in BOQ should be based on the Scientific, English or Maltese name found in the measure guidelines.  | Yes [ ]  | No [ ]  | N/A [ ]  |
| In cases where a planning permit is not required, a declaration by a warranted architect confirming that a planning permit or DNO is not required is to be presented. | Yes [ ]  | No [ ]  | N/A [ ]  |
| When applying for the physical interventions (including trees and rubble walls), a site plan identifying the type of intervention and their **exact** location on the holding is to be presented. There should also be a dedicated site plan for the removal of invasive tree species.(A clear legend stating the type of rubble walls and type of tree should accompany each site plan) | Yes [ ]  | No [ ]  | N/A [ ]  |
| In case of Physical interventions (including trees and rubble walls), photographic evidence clearly identifying the damage to be restored is to be provided | Yes [ ]  | No [ ]  | N/A [ ]  |
| In the case of removal of invasive tree species and works in a Natura 2000 site; If a planning permit number has not been submitted in ‘Section 8’ of the application, then ERA feedback[[22]](#footnote-23) must be obtained prior to works being conducted. | 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.*

|  |  |  |
| --- | --- | --- |
| 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 submissions to two (2) unless otherwise stated in the Grant Agreement or other official notification by the Managing Authority.  | [ ]  |
| 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 confirm that through this application, I am not requesting support to comply with minimum Union Law requirements that I am currently incompliant with and that have been in force for over 12 months from the date of my application, in line with Articles 17 (5) and (6) of EU Regulation 1305/2013. | [ ]  |
| 22 | 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.  | [ ]  |

## Annex 1 - Recommended text for Bank letter of intent

|  |  |
| --- | --- |
| Our Ref | Click or tap here to enter text. |
| Date | Click or tap here to enter text. |

The Manager

Funds & Programmes Division,

TheOaks Business Centre, Block B

Triq Farsons, Hamrun

To whom this may concern,

We are informed that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ has applied for an EU funded call. The Bank is interested and prepared to consider favourably an application by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for a loan facility of up to €\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in connection with this project.

Kindly note that this letter does not constitute a binding obligation upon the Bank and the application for credit facilities would be subject to a full formal credit analysis in line with the Bank’s credit policy and normal lending criteria.

Yours Faithfully

|  |
| --- |
| Click or tap here to enter text. |
| Relationship Manager |

1. The maximum project duration is 15 months and thus applicants are advised to be realistic in their project plan. The project duration in months will be calculated from the date of the signing of the grant agreement. NOTE: the MA may issue an award with a condition of revised implementation period shorter than the requested period by the applicant. [↑](#footnote-ref-2)
2. Only small and medium-sized enterprises (SMEs) are eligible. For more detailed information one may access the online ‘**User guide to the SME definition**’ from: <http://ec.europa.eu/growth/smes/business-friendly-environment/sme-definition/index_en.htm> [↑](#footnote-ref-3)
3. The Mobile Number is obligatory prior to issuing a grant agreement. [↑](#footnote-ref-4)
4. The Email Address is obligatory prior to issuing a grant agreement. [↑](#footnote-ref-5)
5. An email address is obligatory prior to issuing a grant agreement. [↑](#footnote-ref-6)
6. The lead partner for the scope of this application and project. [↑](#footnote-ref-7)
7. An email address is obligatory prior to issuing a grant agreement. [↑](#footnote-ref-8)
8. An email address is obligatory prior to issuing a grant agreement. [↑](#footnote-ref-9)
9. C Conventional / O Organic [↑](#footnote-ref-10)
10. Documentary evidence is to be provided as per documentary checklist [↑](#footnote-ref-11)
11. Refer to: <https://agrikoltura.gov.mt/en/arpa/Pages/farmAdvisorySystem.aspx> [↑](#footnote-ref-12)
12. Including nationally funded projects [↑](#footnote-ref-13)
13. This contributes towards the Horizonal priorities selection criteria [↑](#footnote-ref-14)
14. 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-15)
15. This can be retrieved from: <https://cfr.gov.mt/en/eServices/Pages/IRD-Services-Online-Individual-Taxpayers.aspx> [↑](#footnote-ref-16)
16. N is the current year. [↑](#footnote-ref-17)
17. N-1, is the previous year. [↑](#footnote-ref-18)
18. “Another Signatory” for NGO’s needs to be an administrator or equivalent. [↑](#footnote-ref-19)
19. Three comparable quotations should be obtained prior to the commencement of the project. [↑](#footnote-ref-20)
20. If application is successful, the applicant (beneficiary) will be requested to obtain 3 comparable quotations prior to procurement. [↑](#footnote-ref-21)
21. If application is successful, the applicant (beneficiary) will be requested to obtain 3 comparable quotations prior to procurement. [↑](#footnote-ref-22)
22. Should applicant not have the relevant PA or ERA authorisation at the time of submission, the applicant must provide proof of authorisation to the ARPA. [↑](#footnote-ref-23)