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GUIDANCE NOTES

Support for non-productive investments linked to the
achievement of agri-environment-climate objectives

Measure 4.4

RURAL DEVELOPMENT PROGRAMME
(MALTA) 2014 - 2020

Template Version 1.0

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MANAGING AUTHORITY (EAFRD)

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The European Agricultural Fund for Rural Development:
Europe investing in rural areas

Contents

Definitions	5
1.0 Introduction	8
1.1 Authorities.....	8
1.2 Scope and Objectives.....	8
1.3 Contribution to focus areas and cross-cutting objectives.....	9
1.4 Investment Priorities	9
1.5 Complementarity and demarcation with other measures	9
1.5.1 Training and use of advisory services.....	10
1.6 Duration	10
1.7 Budget.....	10
1.8 Maximum Grant Value and Aid Intensity.....	10
1.9 Implementation	10
1.10 Calls Procedure	10
2.0 Eligibility.....	11
2.1 Eligible Actions.....	11
2.1.1 Tree planting.....	12
2.2 Ineligible Actions.....	12
2.3 Eligible applicants.....	13
2.4 Eligible Expenditure.....	13
2.5 Ineligible Expenditure.....	14
2.6 Specific Provisions.....	14
2.6.1 Tree Planting.....	14
2.6.2 Building and Restoration of dry stone and rubble walls.....	15
2.6.3 Investments in the Public Amenities of Natura 2000 sites.....	16
2.7 Exclusions	17
2.8 Additional provisions.....	17
2.9 Methodology of construction.....	18
3.0 Applications	18
3.1 Application Process	18
3.2 Submission of Applications	18
3.3 Documents to be submitted with the Application.....	19
3.3.1 Supporting documentation concerning the applicant/application.....	19
3.3.2 List of Contact Person.....	19

3.4	Receipt of Applications	19
3.5	Acknowledgement	19
4.0	Assessment and selection	21
4.1	Validation of applications	21
4.2	Assessment of Applications	21
4.3	Eligibility Criteria	21
4.3.1	General Eligibility Criteria.....	22
4.3.2	Measure-Specific Eligibility Criteria.....	22
4.4	Selection of Proposed Investments	22
4.4.1	General Selection Criteria	23
4.4.2	Measure-specific Selection Criteria.....	24
4.5	Unsuccessful applicants	26
4.6	Appeals	26
4.7	Letter of Acceptance	26
4.8	Grant Agreement	26
4.9	Changes	26
5.0	Contractual Obligations	28
5.1	Durability of Investment	28
5.2	Documentation	28
5.3	Public procurement	28
5.4	Controls and Penalties	29
5.4.1	Administrative checks on support applications.....	29
5.4.2	Administrative checks on payment claims	29
5.4.3	In situ visits	30
5.5	Advanced Payments	30
6.0	Compliance with Community Policy	30
6.1	General Principles	30
6.2	Procurement	30
6.3	Equal Opportunities and Non-discrimination	31
6.4	SustainableDevelopment	31
7.0	Data Policy	33
7.1	Data Protection	33
7.2	Transparency	33
7.3	Monitoring, Evaluation and Dissemination	33

8.0 Contact Details.....	34
9.0 Annexes.....	35
9.1 Annex 1: List of Eligible trees that can be planted	35
9.2 Annex 2: Indicative List of Alien Species that shall not be planted in Rural Areas	39
9.5 Annex 3: Guidance for the submission of documents for interventions that include rubble walls and trees.....	44

The Managing Authority reserves the right, in particular on the basis of approval or direction by the European Commission, to amend from time to time certain provisions established by this guidance document.

Such amendments may become applicable and enforced retrospectively.

In case of any conflicts between these guidelines and the text of the Rural Development Programme (RDP) 2014-2020 and other legislative text, the interpretation given by the RDP and relevant legislation will be given priority.

The English version will be the legally binding text.

The Managing Authority also reserves the right to request additional information not included in this Guidance Document.

Definitions

Agriculture and Rural Payments Agency (ARPA): The Agriculture and Rural Payments Agency within the Ministry for the Environment, Sustainable Development and Climate Change is the Paying Agency.

Checks and controls: Provide a means of verification that the investment operation complies with, and is in conformity to, the relevant rules and regulations.

Cost-effectiveness analysis: Compares the costs and effects of an intervention to assess the extent to which it can be regarded as providing value for money. Non-productive investments are considered to be cost-effective when: (i) they are effective (see definition of effectiveness below) and; (ii) there is no evidence that the same investments could have been implemented at lower costs.

EAFRD: European Agricultural Fund for Rural Development.

EAFRD regulation: Regulation (EU) No 1305/2013 of 17 December 2013 on support for rural development by the EAFRD.

Effectiveness: Achieving the objectives set. Eligible non-productive investments which address an agri-environmental need and/or contribute to achieve an agri-environmental objective identified by the Malta in its RDP are considered to be effective.

Efficiency: Achieving the best relationship between effectiveness and costs.

Evaluation: A periodic collection and analysis of evidence to form conclusions on the effectiveness and efficiency of interventions.

Grant Agreement: An agreement signed between the MA and the selected applicant (beneficiary) containing provisions and conditions related to the particular support.

Land Manager: A land manager is a person that is entrusted with the management of a particular site/area.

Managing Authority: A national or regional body designated by a EU Member State to manage a Rural Development Programme.

Measure: An aid scheme for implementing a policy. Each measure sets out specific rules to be complied with by the projects or actions that can be financed. There are two main types of measures: investment measures and area-related aid. Non-productive investments are an investment-type measure.

Monitoring: Regular examination of the resources, outputs and results of interventions.

Moorland: For the purpose of this measure, the term moorland refers to the following types of habitats:

- Saline marshlands or salt marshes – known as *bwar salmastri*, sing. *bur salmastru*, which are very rare in the Maltese Islands;

- Mediterranean salt meadows – known as *il-baqqiqġhat* or *l-imrajjaġ*, sing. *il-baqqieġha* or *l-imrajġa*, which are equally very rare in the Maltese Islands;
- Mediterranean xeric grasslands – these types of grasslands are very diverse and have various Maltese names, including *l-imruġ/il-marġ(a)*, *il-merġhat/l-imriegħi*, *il-qortin/il-kordin/il-qrajten*, *il-ħawli(ja)*, *ix-xagħri/ix-xagħra*, *il-karst*, *il-barr*, *iż-żrieżaq tat-tafal*, and possibly more. These names do not refer to the same habitats, since the names are applied depending on the geology and soils of the area, the type of habitat and species found, and the use of the area. Of course, also noting the many Maltese names, these grasslands are frequent in the Maltese Islands.

National dimension: National dimension projects are those that lead to a direct/indirect impact within the agricultural sector extending beyond the scope of the same applicant.

Natura 2000: Natura 2000 is a network of sites selected to ensure the long-term survival of Europe's most valuable and threatened species and habitats.

Non-productive investments (NPI): NPIs are investments that do not generate a significant return, income, or revenue, or increase significantly the value of the beneficiary's holding, but have a positive environmental impact. For the purpose of the Malta RDP, NPIs have been defined as investments that do not lead to a significant increase in the value or profitability of the agricultural/forestry holding, such as capital works in the framework of an agri-environment-climate strategy, management plan, partnership or commitment, e.g. restoration of habitats and landscapes, including setting up or re-instating the infrastructure needed to allow appropriate management of habitats.

Non-governmental organisation (NGO) : Eligible NGOs shall be those that are fully enrolled with the VO Commissioner and are compliant in their annual returns, as required by Subsidiary Legislation 492.01 of the Voluntary Organisations Act.

Public amenity: A public amenity is a feature belonging to a structure which enhances the area or community it is located in.

Project Selection Committee (PSC): An independent Committee that assesses and ranks applications.

Project Selection Appeals Board (PSAB): An independent Committee that assesses any submissions of appeals.

Project closure: Closure takes place after the Agriculture and Rural Payments Agency has issued the final payment to the beneficiary, after it has carried out all the necessary checks and controls.

Project completion: A project can be deemed completed when the final request for payment has been submitted to the Agriculture and Rural Payments Agency

Results: The direct effects or changes that arise due to the intervention.

Rural development programme (RDP): A document prepared by a EU Member State or region, and approved by the Commission, to plan and monitor the implementation of the rural development policy.

Terraced land: In agriculture, a terrace is a piece of sloped plane that has been cut into a series of successively receding flat surfaces or platforms, which resemble steps, for the purposes of more effective farming. This type of landscaping, therefore, is called terracing.

Primary agricultural production means the production of products of the soil and of stock farming, listed in Annex I to the Treaty, without performing any further operation changing the nature of such products.

SME means undertakings fulfilling the criteria laid down in Annex I of the Agricultural Block Exemption Regulation (ABER).

Undertaking in difficulty means an undertaking in respect of which at least one of the following circumstances occurs:

- a) in the case of a limited liability company (other than an SME that has been in existence for less than three years), where more than half of its subscribed share capital has disappeared as a result of accumulated losses. This is the case when deduction of accumulated losses from reserves (and all other elements generally considered as part of the own funds of the company) leads to a negative cumulative amount that exceeds half of the subscribed share capital. For the purposes of this provision, 'limited liability company' refers in particular to the types of company mentioned in Annex I of Directive 2013/34/EU of the European Parliament and of the Council (1) and 'share capital' includes, where relevant, any share premium;
- b) in the case of a company where at least some members have unlimited liability for the debt of the company (other than an SME that has been in existence for less than three), where more than half of its capital as shown in the company accounts has disappeared as a result of accumulated losses. For the purposes of this provision, 'a company where at least some members have unlimited liability for the debt of the company' refers in particular to the types of company mentioned in Annex II to Directive 2013/34/EU;
- c) where the undertaking is subject to collective insolvency proceedings or fulfils the criteria under its domestic law for being placed in collective insolvency proceedings at the request of its creditors;
- d) where the undertaking has received rescue aid and has not yet reimbursed the loan or terminated the guarantee, or has received restructuring aid and is still subject to a restructuring plan;
- e) in the case of an undertaking that is not an SME, where, for the past two years:
 - (i) the undertaking's book debt to equity ratio has been greater than 7,5 and
 - (ii) the undertaking's EBITDA interest coverage ratio has been below 1,0;

1.0 Introduction

These Guidance Notes are intended to assist Applicants understand the requirements for requesting and receiving funding support under the Measure 4 – Investment in Physical Assets, Sub-Measure 4.4 – Non-productive Investments Linked to the Achievement of Agri-Environment-Climate Objectives (hereafter referred to as the Non-Productive Investments Measure).

Applicants are strongly advised to familiarise themselves with these Guidance Notes prior to filling in and preparation of the Application. The Guidance Notes, Application Form and all Annexes and other documentation are available at <http://www.fondi.eu>

Applicants are reminded to check that they referred to the latest guidance notes as available on the Managing Authority website, and that they have filled in the latest available version of the application form that is available for download from the same website. Only the latest version available at the time of application will be accepted.

1.1 Authorities

The Funds and Programmes Division (FPD) within the Ministry for Foreign and European Affairs (MFEA) is the Managing Authority (MA) responsible for managing the measures of the European Agricultural Fund for and Rural Development Fund (EAFRD) in accordance to the Rural Development Programme (RDP) for Malta for the 2014 – 2020 programming period.

The Paying Agency (PA) is the Agriculture and Rural Payments Agency (ARPA) within the Ministry for Agriculture, Fisheries and Animal Rights. (MAFA)

1.2 Scope and Objectives

Non-productive investments (NPIs) are investments that do not generate a significant return, income, or revenue, or increase significantly the value of the beneficiary's holding, but have a positive environmental impact. NPIs play a complementary role in helping to achieve agri-environmental objectives or commitments, which can be undertaken under other environmental schemes, or in enhancing the environmental value of protected areas.

In accordance to the RDP, support under Non-Productive Investments Measure is intended to cater for investment that contributes to the achievement of agri-environment-climate objectives, with particular focus on the restoration of habitats and landscapes, soil conservation and water management. This means that this sub-measure aims to contribute to the achievement of the cross-cutting objective of the environment and to the attainment of targets under Focus Areas 4A and 4C directly, and the attainment of targets under Focus Area 5D, indirectly.

NPIs on farms and agricultural land serve as a means for sustainable land management and stewardship, also counter-acting some of the negative impacts of farming. Support under the Non-Productive Investments Measure is intended to encourage investment by farmers and land managers in physical assets that are non-productive because they offer no significant economic return to the farm or rural business, but that are linked to, and therefore contribute to, the achievement of agri-environment-climate objectives. These types of operations include investments in rural landscape features and

elements of green infrastructure that are aimed to create, improve or restore habitats, species, and the quality of environmental resources, including climate, within the rural landscape.

1.3 Contribution to focus areas and cross-cutting objectives

NPIs are very important in restoring some key habitat types in Maltese farmed landscapes. These investments include interventions such as the building and restoration of rubble walls as well as the creation of small areas of semi-natural vegetation in and around farm fields. These areas could benefit from sensitive restoration works including rebuilding of features, elimination of alien and invasive species and clearing of rubbish. These actions have significant landscape and ecological benefit.

In this way, actions supported under Non-Productive Investments Measure shall contribute to the Focus Area 4A: Restoring and preserving biodiversity, including in Natura 2000 areas and HNV farming and the state of European landscapes.

Interventions such as the building and restoration of rubble walls, and the planting of trees, serve as a means to improve soil management and thus contribute towards the achievement of targets under Focus Area 4C: Improving soil management.

Indirectly, some actions under Non-Productive Investments Measure, such as adaptation to agriculture and using elements of green infrastructure to mitigate the release of emissions from agricultural land and/or livestock wastes, or to act as carbon sinks/buffers, could potentially indirectly contribute towards the achievement of targets under Focus Area 5D: Reducing nitrous oxide and methane emissions from agriculture practices.

Investments in landscape restoration such as the ones envisaged to be supported under this sub-measure are intended to strengthen landscape quality and to enhance biodiversity, thus contributing to the one of the cross-cutting objectives of the RDP, to protect the environment.

1.4 Investment Priorities

Applications for support under the Non-Productive Investments Measure will be considered on the basis of their contribution to the needs identified in Malta's Rural Development Programme 2014-2020, expressed as cross-cutting objectives and focus areas.

In addition, support under this measure shall be prioritised to the following operations:

- a. Actions that form part of a planned programme of measures for a specific local area;
- b. Actions that are planned alongside agri-environment- climate measures;
- c. Actions that fall within the scope of a valley or local area management partnership convened under the co-operative action measure (Measure 16 of the RDP).

1.5 Complementarity and demarcation with other measures

The Non-Productive Investments Measure is part of the EU rural development policy relating to the overarching objective of sustainable use of agricultural land. As such it complements actions undertaken in the framework of measures supporting agri-environment-climate commitments.

1.5.1 Training and use of advisory services

In order to maximise the benefits of Non-Productive Investments, beneficiaries shall be encouraged to seek suitable advice and training delivered under the relevant rural development measures to ensure that they enhance the necessary competence, knowledge and skills to deliver these actions.

1.6 Duration

This call shall close on Monday 3rd July 2023, at noon (1200hrs Central European Time) subject to availability of funds and/or notifications by the MA informing otherwise.

1.7 Budget

The budget available for the Third Call of M4.4 'Support for non-productive investments linked to the achievements of agri- environment- climate objectives' is €1 Million in total public expenditure. The MA reserves the right to amend the budget allocated.

1.8 Maximum Grant Value and Aid Intensity

The maximum value of grant support provided under this measure is set at €150,000 excluding VAT, by part-financing of eligible costs up to 80%. Projects of 'national dimension' and joint/co-operative projects may be considered for support in exceedance of the maximum grant value. Applicants seeking financing in line with this provision are requested to provide substantive arguments justifying this request. The definition of what constitutes a project of 'national dimension' can be found in the 'Definitions' section of these Guidance Notes.

1.9 Implementation

Actions financed under the Non-Productive Investments Measure are to be implemented and payment documentation submitted within 15 months from the date of signing of the Grant Agreement. The MA reserves the right to extend this period after the signing of the Grant Agreement if the beneficiary presents a valid justification and subject that such justification is approved by the Change Request Review Board.

1.10 Calls Procedure

The call for applications will open on the 3rd April 2023 and shall remain open until 3rd July 2023.

The MA may re-issue the call in a similar or different format. The MA may also issue clarifications and amendments during the time period of the open call for applications without necessarily closing and re-opening the call.

The MA seeks clearance from the State Aid Monitoring Board (SAMB) on the implementation of this measure. State Aid clearance is requested on the basis of Article 14 of Commission Regulation (EU) No 702/2014 of 25th June 2014 declaring certain categories of aid in the agricultural and forestry sector and in rural areas compatible with the internal market in application of Articles 107 and 108 of the Treaty on the Functioning of the European Union, OJ L 193/1'and repealing Commission Regulation (EC) 1857/2006.

2.0 Eligibility

2.1 Eligible Actions

The Non-Productive Investments Measure shall support applicants through the provision of grants to support non-productive investments that are linked to the achievement of agri-environmental and climate objectives.

Eligible actions include tangible and/or intangible investments that are intended for non-productive purposes and are linked to the achievement of agri-environment-climate objectives, including the improvement of the biodiversity conservation status of species and habitats and enhancing the public amenity value of a Natura 2000 area.

In order to be considered eligible for support, non-productive investments are to be purely related to environmental improvements and the investment has to be in conformity with EU and national legislation on environmental protection.

Examples of eligible actions that are non-productive investments and that are linked to the achievement of agri-environmental and climate objectives include the following. This list of possible actions is not exhaustive:

- a. Capital works in the framework of agri-environment-climate strategies, e.g. restoration of habitats and landscapes, including setting up or re-instating the infrastructure needed to allow appropriate management of habitats;
- b. The establishment of management plans (such as Natura 2000 Management Plans, Integrated Pest Management Plans and Soil Management Plans) and their equivalent;
- c. The enhancement of the public amenity value of sites of ecological importance, including Natura 2000 sites and other High Nature Value areas¹;
- d. The restoration of rural landscape features and structures such as corbelled stone huts, as long as these are linked to the achievement of agri-environment objectives;
- e. Fencing and other works needed to facilitate conservation management, including protection of water and soil;
- f. The restoration of wetlands and moorland², and landscapes and features;

¹ As may be defined in the RDP

² Within the context of RDP, the term 'moorlands' are covering:

- **saline marshlands or salt marshes** – known as *bwar salmastri*, sing. *bur salmastru*, which are very rare in the Maltese Islands;
- **Mediterranean salt meadows** – known as *il-baqiqigħat* or *l-imrajjaġ*, sing. *il-baqiqiegħa* or *l-imrajġa*, which are equally very rare in the Maltese Islands;
- **Mediterranean xeric grasslands** – these types of grasslands are very diverse and have various Maltese names, including *l-imruġ/il-marġ(a)*, *il-mergħat/l-imriegħi*, *il-qortin/il-kordin/il-qrajten*, *il-ħawli(ja)*, *ix-xagħri/ix-xagħra*, *il-karst*, *il-barr*, *iż-żrieżaq tat-tafal*, and possibly more. These names do not refer to the same habitats, since the names are applied depending on the geology and soils of the area, the type of habitat and species found, and the use of the area. Of course, also noting the many Maltese names, these grasslands are frequent in the Maltese Islands.

- g. The building and/or restoration of dry stone walls and rubble walls³;
- h. Tree planting⁴ for soil management and erosion control.
- i. A maximum of 65 trees per HA can be funded by this sub-measure.

2.1.1 Tree planting

Tree planting for soil management and erosion control can be of the following types:

- a. The planting of new trees to replace alien/invasive tree species;
- b. The new planting of tree species

Specific provisions apply in relation to each of the tree planting operations, as explained in the subsequent sections.

2.2 Ineligible Actions

The following actions shall not be eligible for support under the Non-Productive Investments Measure:

- a. The establishment of Integrated Pest Management Plans and Soil Management Plans in respect of parcels that are committed for support under the agri-environment-climate measure for the Establishment of Integrated Pest Management Plan (AECM 4 of the RDP) and for the Implementation of a Soil Management and Conservation Plan (AECM 5).
- b. The construction of new boundary dry stone walls and rubble walls that simply sub-divide parcels of agricultural land (non-retaining).
- c. The restoration of rubble walls and similar structures that had been built or restored with support from previous funding (EU and national) and in respect of which an obligation to maintain the investment (durability) is still valid at the time of application.
- d. Tree planting for purposes other than that of agri-environmental and climate objectives.
- e. The planting of trees and other species of plants that are not in conformity to applicable legislation and guidelines on permissible tree planting in the Maltese environment or that are not adequate for the specific habitat.
- f. Any actions that are not in conformity to applicable environment and planning legislation and policy.
- g. Investments directly or indirectly linked to private dwellings and other residential/accommodation premises.
- h. Splitting of parcels that is deemed artificial.
- i. Actions through which the benefits to non-agricultural sectors are deemed to outweigh the benefits to the agri-environmental-climate sector such as interventions linked to an industrial economic activity that is not an agricultural activity.

³ Rubble walls have to be constructed and restored in accordance with PA and ERA requirements and regulations. For further information consult with:

Planning Authority: website on <http://www.pa.org.mt> or contact Planning Authority on: Contact Address: St Francis Ravelin, Floriana, FRN1230 | Sir Luigi Camilleri Street Victoria VCT 2700, Gozo on 2290 0000 | Email: customercare@pa.org.mt Tel: 2290 0000

Environment and Resources Authority: Website: <http://era.org.mt> or contact ERA on: Contact Address: Nature Permitting, Ecosystems Management Unit, Environment and Resources Authority Hexagon House, Spencer Hill Marsa MRS 1441 | Email: nature.permitting@era.org.mt Telephone: (+356) 2292 3500

⁴ The removal of invasive alien tree species and the planting of trees needs to be in accordance with ERA Guidelines on managing non-native plant invaders and restoring plant communities in terrestrial settings in the Maltese Islands and the recommended list of trees for planting found in Annex 2. Any interventions on trees should always abide by Legal Notice 258/2018 – the Trees and Woodland Protection Regulations of 2018.

- j. Interventions in public and private gardens, including playing fields are not eligible for funding.
- k. Investments directly or indirectly linked to horse stables

2.3 Eligible applicants

Support under the Non-Productive Investments Measure is open to the following types/categories of applicants:

- a. Farmers (Part Time or Full Time)
- b. Group of Farmers
- c. Business
- d. NGOs
- e. Public entities
- f. Land Manager
- g. Partnerships

2.4 Eligible Expenditure

Expenditure is considered to be eligible expenditure and therefore eligible for reimbursement only if it has been incurred after an application has been submitted to the Managing Authority and an acknowledgement is issued by the MA.

The following type of expenditure is considered eligible only when incurred in the context of non-productive investments that are linked to the achievement of agri-environment and climate objectives:

- The construction, acquisition, including through leasing, or improvement of immovable property, with land only being eligible to an extent not exceeding 10% of the total eligible costs of the operation concerned;
- General costs such as architects, engineers, project management costs and consultation fees, feasibility studies, the acquisition of patent rights and licences up to a maximum 15% of the total eligible project cost;
- Intangible investments such as copyrights, trademarks or processes;
- The costs of establishing management plans (such as Natura 2000 Management Plans, Integrated Pest Management Plans and Soil Management Plans) and their equivalent;
- The costs of fencing and other works needed to facilitate conservation management, including protection of water and soil;
- The costs of restoration of wetlands and moorland, and landscapes and features;
- Costs for building/restoration of dry stone walls and rubble walls;
- Publicity⁵/dissemination costs.
- SCOs in line with Articles 67(1)(b) based on Article 67(5)(a)(i) of Reg (EU) 1303/2013

⁵ Publicity costs is eligible for public entities. The values of such cost will be based on values submitted, these are then subject to public procurement regulations.

2.5 Ineligible Expenditure

The following costs shall be considered to be ineligible for the purpose of support for the Non-Productive Investments Measure:

- a) The purchase of machinery and real estate;
- b) Simple replacement investments;
- c) Expenditure/costs linked to interventions that are, at the time of application, directly (i.e. the specific investment) served by a breach notice by respective responsible authorities including the Environment and Resources Authority (ERA) and the Planning Authority (PA).
- d) Contingencies and/or losses made by the Applicant;
- e) Statutory fines and penalties;
- f) In kind contributions;
- g) The purchase of production rights, payment entitlements and annual plants;
- h) The planting of annual plants;
- i) Drainage works;
- j) Investments to comply with Union standards, with exception of aid granted to young farmers within 24 months from the date of their setting-up;
- k) Planning Authority fees.
- l) Geotextile membrane
- m) Gates

2.6 Specific Provisions

The project, both as proposed and executed, must align with the priorities and spirit of the RDP. The MA may share project proposal as well as any presented changes with any other local authority, including but not limited to ERA, that may provide feedback and observations. Without prejudice to national guidelines and legislations, the MA reserves the right to restrict funding if the project deviates from the priorities and spirit of the RDP.

2.6.1 Tree Planting

Specific provisions apply for each of the operations that are eligible for funding support under the tree planting for soil management and erosion control action.

Trees planted and any fruit produced may not be used for economic activities.

General provisions

The following are general provisions applicable to all tree planting operations.

- a. The removal of invasive alien tree species and the planting of new trees to replace the invasive alien tree species need to be in accordance with ERA Guidelines on managing non-native plant invaders and restoring plant communities in terrestrial settings in the Maltese Islands⁶.
- b. Any activity that involves alien plant removal and/or native plant conservation translocation (such as a reintroduction) within a Natura 2000 sites or other protected area shall require prior authorisation from ERA.⁷
- c. The removal of invasive alien tree species requires prior clearance from ERA. Evidence of this clearance must be submitted as part of the annexed documentation to the application.
- d. Only the removal of invasive alien tree species listed in these guidelines are eligible.
- e. In the case of requests for support for the removal of invasive alien species, applicants must produce photographic evidence easily identifying the type of invasive alien tree to be removed and its location(s) on the holding⁸.
- f. In cases of new plantings, applicants are to take photographic evidence of exact location where trees are to be planted.
- g. Additionally, in cases of new plantings, applicants are also requested to prepare a sitemap⁹ on which, the exact location (s) where every tree is to be planted is to be indicated.
- h. Any photographic evidence that is required for the purpose of support should be taken as per Agriculture and Rural Paying Agency (ARPA), 'Supplementary Guidance Documents for the Successful Implementation of Malta's Rural Development Programme (RDP) 2014-2020': [https://agriculture.gov.mt/en/arpa/Documents/2018/RuralDevelopmentMeasures/Supplementary%20Guidelines%20for%20Implementation%20of%20RDP%202014-2020%20version%201.1%20\(published\)_EN.PDF](https://agriculture.gov.mt/en/arpa/Documents/2018/RuralDevelopmentMeasures/Supplementary%20Guidelines%20for%20Implementation%20of%20RDP%202014-2020%20version%201.1%20(published)_EN.PDF)
- i. Applicants need to be aware that for the purpose of ensuring durability of the investment, in the event that a planted tree dies at any point during the durability commitment period from the date of the final payment, the beneficiary is obliged to replace it at his own expense. Applicable conditions shall be defined in the Grant Agreement.

2.6.2 Building and Restoration of dry stone and rubble walls

- a. For all interventions on walls dividing fields of different farmers (both divisory as well as retaining walls), the applicant must obtain a consent from the adjoining farmer/s).
- b. When applying for this measure applicants must produce photographic evidence clearly identifying the damage on the dry stone walls and/or rubble wall to be restored and its location on the holding. The evidence will clearly document the section of said

⁶ Guidelines on managing non-native plant invaders and restoring plant communities in terrestrial settings in the Maltese Islands, 2013' available at <https://era.org.mt/en/Documents/Plant%20Invaders%20and%20Restoration%20Guidelines.pdf>

⁷ Contact Address: Nature Permitting, Environment and Resources Authority | Hexagon House, Spencer Hill Marsa MRS 1441 | Telephone: (+356) 2292 3500 Website: era.org.mt Email: nature.permitting@era.org.mt

⁸ For details on photographic evidence to be provided the beneficiary should consult the Agriculture and Rural Paying Agency (ARPA), Supplementary Guidance Documents for the Successful Implementation of Malta's Rural development Programme (RDP) 2014-2020 found in the link below: https://secure2.gov.mt/MRRA-PA/dandl_guids?!=1. Photographic evidence should clearly indicate the location and orientation.

⁹ The most recent orthophoto from the Planning Authority (PA) or similar imagery should be used. Interventions are to be clearly indicated with an adequate legend.

rubble/retaining wall requiring intervention. Any photographic evidence should be in colour format and of sufficient resolution. On the respective site plan, applicants should clearly indicate the location and orientation of each photograph

- c. In case of new walls, the applicant must produce photographic evidence clearly identifying the area and the location on the holding of the rubble wall to be constructed¹⁰. For details on photographic evidence to be provided the beneficiary should consult the Agriculture and Rural Paying Agency (ARPA), Supplementary Guidance Documents for the Successful Implementation of Malta's Rural development Programme (RDP) 2014-2020 found in the following link:
[https://agriculture.gov.mt/en/arpa/Documents/2018/RuralDevelopmentMeasures/Supplementary%20Guidelines%20for%20Implementation%20of%20RDP%202014-2020%20version%201.1%20\(published\)_EN.PDF](https://agriculture.gov.mt/en/arpa/Documents/2018/RuralDevelopmentMeasures/Supplementary%20Guidelines%20for%20Implementation%20of%20RDP%202014-2020%20version%201.1%20(published)_EN.PDF)
- d. Site plan certified by architect clearly identifying the location and the specific structure that will be supported.¹¹
- e. In reconstructing or building dry stone walls and rubble walls the beneficiary must adhere to all Planning Authority and Environment and Resources Authority (ERA) requirements and regulations.
- f. Applicants and their respective architects are advised to refer to and follow Annex 5 to these Guidance Notes for further information and guidance.
- g. In cases where no Planning Authority permit is being sought, the applicant is requested to provide a declaration provided by a warranted architect stating that no such permits are required;
- h. All rubble wall works should be presented in the respective BOQ both in linear running metres, squared metres or volume (m³).

The MA reserves the right to reject any application that does not include adequate submissions as outlined above.

2.6.3 Investments in the Public Amenities of Natura 2000 sites

Investments in the public amenities of Natura 2000 sites must be in line with the objective of the Non-Productive Investments Measure of ecological restoration and in synergy with the management and conservation objectives for that site. Such investments must, therefore, not conflict with the objective of restoring the ecological habitat and the status of species within that habitat, by causing or leading to for example, adverse effects, and must, in as far as possible, be in line with the management actions identified in the management plan for the particular Natura 2000 site. Examples of actions for investments that enhance the public amenity value of Natura 2000 sites and are in line with the

¹⁰ For details on photographic evidence to be provided the beneficiary should consult the Agriculture and Rural Paying Agency (ARPA), Supplementary Guidance Documents for the Successful Implementation of Malta's Rural development Programme (RDP) 2014-2020 found in the following link:
[https://agriculture.gov.mt/en/arpa/Documents/2018/RuralDevelopmentMeasures/Supplementary%20Guidelines%20for%20Implementation%20of%20RDP%202014-2020%20version%201.1%20\(published\)_EN.PDF](https://agriculture.gov.mt/en/arpa/Documents/2018/RuralDevelopmentMeasures/Supplementary%20Guidelines%20for%20Implementation%20of%20RDP%202014-2020%20version%201.1%20(published)_EN.PDF) Any photographic evidence should clearly indicate the location and orientation.

¹¹ The most recent orthophoto from the Planning Authority (PA) or similar imagery should be used. Investments/interventions are to be clearly indicated with an adequate legend.

management objectives and measures of the management plan can include the installation of infrastructure and facilities pre-requisite for visitor attraction.

2.7 Exclusions

- a. Support will not be granted to holdings or enterprises in difficulty within the meaning of Commission Regulation No 702/2014 'Declaring certain categories of aid in the agricultural and forestry sectors and in rural areas compatible with the internal market in application of Articles 107 and 108 of the Treaty on the Functioning of the European Union'.
- b. Support will not be granted when this is already provided under other schemes, including the first pillar of CAP.
- c. No aid will be granted to those sectors and undertakings explicitly excluded from receiving aid under Article 1 of Commission Regulation No 702/2014.
- d. Undertakings subject to an outstanding recovery order following a previous Commission Decision declaring aid illegal and incompatible with the internal market shall not be eligible to receive aid under this scheme.
- e. Assistance shall not be granted in contravention of any prohibition or restriction laid down in Regulation (EU) No 1308/2013, even where such prohibitions and restrictions only refer to the Union support provided for in that Regulation.

2.8 Additional provisions

Where the investment is likely to have negative effects on the environment, investment operations shall be preceded by an assessment of the expected environmental impact in accordance with legislation specific to that kind of investment (Article 45 of Regulation 1305/2013).

Aid granted under this measure may be cumulated with:

- a. Any other State aid, as long as those measures concern different identifiable eligible costs;
- b. Any other State aid, in relation to the same eligible costs, partly or fully overlapping, only if such accumulation does not result in exceeding the highest aid intensity or aid amount applicable to this aid.

Such assistance shall not be cumulated with payments referred to in Articles 81(2) and 82 of Regulation (EU) No 1305/2013 in respect of the same eligible costs if such accumulation would result in an aid intensity or aid amount exceeding those laid down in the Agriculture Block Exemption Regulation.

Aid shall not be cumulated with any de minimis aid in respect of the same eligible costs if such accumulation would result in an aid intensity or aid amount exceeding those laid down in this measure.

2.9 Methodology of construction

The methodology to be adopted should respect national legislation. Applicants are strongly encouraged to seek, and abide by, ERA feedback on their projects even where architect considers that a formal planning permit is not required, in view of the envisaged works. Applicants are invited to keep records of such feedback, when sought in writing, since it may be requested by the MA or ARPA.

3.0 Applications

3.1 Application Process

The MA shall publicise the calls through various media and will collaborate with stakeholders particularly representatives of the target groups and other Government Entities to publicise the Non-Productive Investments Measure to ensure the widest visibility possible.

3.2 Submission of Applications

Applicants must submit an application as outlined in the call for applications.

It is strongly advisable that prior to the preparation and submission of the application, prospective applicants read these Guidance Notes together with the Manual of Procedures (MoP). The MoP can be accessed on the link below:

https://fondi.eu/important_documentat/european-agricultural-fund-for-rural-development/

All applications must be completed in full, signed and dated by the Applicant.

In case where an applicant is submitting an application for funding on behalf of an organisation, the applicant should submit evidence to show that he/she forms part of the organisation and has the necessary authority to apply.

Applicants must ensure that the application and all applicable supporting documentation as per section 3.3.1 and 3.3.2 of these Guidance Notes are submitted.

Upon receiving applications, officers of the Managing Authority will not validate with the applicant whether the submission satisfies the admissibility check to be considered for evaluation. It shall remain the sole responsibility of the applicant to ensure the application has been submitted in its entirety.

3.3 Documents to be submitted with the Application¹²

A checklist of documents to be submitted with the Application is attached to the Application Form.

The following is a list of the documents that need to be submitted as part of the Application, and is divided into two parts: (1) supporting documents that concern the applicant, and (2) supporting documents that concern the proposed investment.

3.3.1 Supporting documentation concerning the applicant/application

The applicant must support his/her application with the relevant documentation showing the applicant is actively preparing.

The list of supporting documentation required is available in the application form. Applicants are advised to note whether the document requested is applicable to themselves:

All documentation submitted, be it quotations, bills of quantities, qualifications, tax, agricultural holding (unless there is proof of transfer, or of a similar nature), etc. is to specifically state the name of the applicant and not of any other individual/company. This also applies to partnerships.

3.3.2 List of Contact Person

The Tax Compliance Certificate can be acquired by contacting of the Commissioner for Revenue

Tel No: 22962755

Email: compliance-certificates.mfin@gov.mt

OR

Using the E-ID online services

3.4 Receipt of Applications

Applications are to be sent by not later than noon (12:00 CET) of the deadline date specified on the Block Procedure Timetable published on the MA website. Refer to the NOTICE at the start of these guidance notes for further information on the submission and receipt of Applications

3.5 Acknowledgement

An acknowledgement shall be issued by the receiving officer upon submission of a completely filled-in application form, as per instructions in section above.

¹² 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.

Disclaimer: The person receiving the application is not responsible for the administrative compliance of the application form. This issuance of this acknowledgement letter does not imply that the applicant has submitted all the necessary documentation. The application may be refused and returned to the applicant following the issuance of the acknowledgement letter.

4.0 Assessment and selection

4.1 Validation of applications

The MA will undertake a validity check of all applications that are received.

Should any documentation that is required/compulsory be missing from the Application Form, the applicant will be informed through a notification letter. Any required/compulsory documents that were missing from the Application Form are to be submitted within not more than 5 (five) working days from the date of the notification letter.

Only complete applications will be considered by the Project Selection Committee. Applications that remain incomplete after the specified period notice period has elapsed will be rejected.

Should the applicant wish to re-submit an application (if an application batch is open), the process is considered a new one. In such cases, the effective application date would be that of the new submission.

4.2 Assessment of Applications

Applications for support that pass the admissibility check will proceed to the next step and shall be assessed according to the eligibility and selection criteria (sections 4.3 and 4.4 below are intended to provide guidance, however, applicants are advised to refer to the official document on the criteria, available on the website).

Applications shall be assessed and ranked on the basis of selection criteria relevant to the Measure.

The Project Selection Committee (PSC) will award marks according to the criteria and rank projects according to the marks obtained. In order to qualify for selection, the proposal needs to obtain a total of at least 50% of the total marks of the general and measure-specific selection criteria. Certain selection criteria require an obligatory 'pass mark' within the respective criteria.

During the assessment and selection process, checks will also be carried out to assess the reasonableness of the cost, where applicable. Grants will be awarded ensuring the cost-effective and value-for-money principles.

The selection of projects may be limited by the available budget, in which case the highest-ranking projects will be offered a grant whereas those who obtain the necessary pass mark but do not rank high enough will be placed on a 'Reserve List'

4.3 Eligibility Criteria

All valid applications shall be assessed against the eligibility criteria that have been established for the RDP 2014-2020. Eligibility criteria consist of two sets: general eligibility criteria and measure-specific eligibility criteria.

It is important to note that all applications need to conform to/fulfil ALL general and measure-specific eligibility criteria in order to be considered for ranking and selection.

The MA reserves the right to revise the eligibility criteria applicable to the Measure, subject to pre-notification.

4.3.1 General Eligibility Criteria

The following are the general eligibility criteria to which the application must conform:

- a. Submitted application is fully completed/filled-in¹³
- b. Applicant demonstrates that he/she forms part of (or is the legal representative) the beneficiary/applicant organisation
- c. The proposed project will be implemented within the eligible territory
- d. Evidence of sufficient financial capacity required to cover the private financial component (where applicable) is provided
- e. The proposed project contributes to the targets and objectives of the relevant measure/s
- f. The proposed project contributes to at least one indicator target

4.3.2 Measure-Specific Eligibility Criteria

The following are the measure-specific eligibility criteria to which the application must conform:

- a. Farmers, groups of farmers, businesses, public entities, land managers active in the agriculture /rural sector
- b. Environmental Impact Assessment with application (where applicable)
- c. Private Holdings not in financial difficulty, must be efficient and economically viable

4.4 Selection of Proposed Investments¹⁴

Selection criteria are designed to assess the fit and contribution of project proposals with the RDP strategy, its target group and its objectives. These criteria are divided in two groups: those that rely on a quantitative assessment and those that require a qualitative assessment. The evaluation will combine both data (quantitative and qualitative) in order to have a comprehensive understanding of the proposal.

For a project to be considered for funding, it has to obtain at least 50% of the marks available in total (both general and measure-specific criteria). Projects will be ranked according to marks and funds allocated to those projects which obtain the highest marks. In cases of over-demand for funding, other projects which obtain the pass mark but which are not funded/selected will be placed on a reserve list according to marks obtained and funding offered if and when funds become available.

The voting members shall decide how the project proposal addresses each of the criteria and assign points according to the following guide:

- Excellent 81 to 100% of points;

¹³ In terms of details as required by the selection committee to evaluate the application for eligibility and selection accordingly.

¹⁴ The applicant shall keep in mind that the information submitted in the application form shall be used for scoring purposes and thus it is in the applicants' interest to be comprehensive when providing such information

- Very good 76 to 80% of points;
- Satisfactory 50 to 75% of points;
- Very poor 26 to 49% of points;
- Unacceptable 01 to 25% of points.

For the purpose of project selection, the Non-Productive Investments Measure carries a total maximum scoring of 180 marks. The general selection criteria carry a maximum of 100 marks, while the measure-specific criteria carry a maximum of 80 marks.

4.4.1 General Selection Criteria

The following is a list, together with maximum scoring, of general selection criteria applicable to the Non-Productive Investments Measure. The maximum total marks that can be obtained by fulfilling these general selection criteria is 100%.

Project proposal targeting multiple indicators – max marks 20

Applicants are awarded points on the basis of how well their project proposal targets more than one indicator, and how well the proposal fits within the relevant RDP/LDS priorities.

Preparedness / Readiness – max marks 10

Applicants are awarded points according to the level of preparedness with regard to permits, drafting of tenders, CBAs, etc. as and where applicable.

Evidence of Applicant’s ability to successfully implement the project [Organisational capacity] – max marks 20¹⁵

Points awarded according to the administrative capacity, competence and technical resources available to the organization, and how well the project demonstrates long term sustainability. Consideration will be made of how the project will continue to benefit the business/sector/rural area after RDP funding comes to an end. Application should demonstrate evidence of applicant’s financial viability.

Any significant experience with managing current or past projects that are EU and/or Nationally funded should be listed in the provided table on the application form.

Cost effectiveness – max marks 20^{16 17}

Points awarded according to evidenced added value, effectiveness and reasonableness of costs proposed. Consideration will be made as to whether the applicant considered other forms of funding and set out clearly the impact the funding will make on the business and/or the surrounding market. The outputs and outcomes of the proposal should be proportionate to the level of funding offered. Project deliverability will also be assessed on the basis of whether competitive quotes have been

¹⁵ Applicants will be required to obtain a minimum of 10 marks from this selection criterion.

¹⁶ Applicants will be required to obtain a minimum of 10 marks from this selection criterion.

¹⁷ The tree cover over the entire area will be taken into consideration for cost effectiveness

sought, clear rationale in cases where the lowest valid offer is not chosen, whether the costs are realistic and whether the application shows how the project will be successful at the end of the contract.

Complementarity – max marks 10

Points awarded according to the potential of the proposed project to lead to funding opportunities under other measures/funds.

Horizontal Priorities (Social Criterion) – max marks 20

Points awarded on the basis that the proposed intervention/s contribute towards the promotion of equal opportunities, equality, non-discrimination and improved accessibility whilst targeting sustainable development in the areas of economic growth, social cohesion and environmental protection. Consideration will be made of whether the applicant has a gender mainstream strategy, an appropriate policy on equality and diversity (e.g. as an employer), access requirements have been taken into account (e.g. for buildings, websites), and whether any jobs created are open to a diverse range of applicants.

4.4.2 Measure-specific Selection Criteria

The following are the measure-specific selection criteria and relevant scores for the Non-Productive Investments Measure:

Young Farmers – max marks 10

Points awarded if the applicant or at least one of the farmers forming part of the PO/PG/Farmer Group is a young farmer i.e. is no more than 40 years of age at the moment of submitting the application.

Dissemination – max marks 10

Beneficiaries are obliged by Commission Implementing Regulation (EU) No 808/2014 to acknowledge support from the Fund through plaques or billboard depending on the Grant Amount as explained in the extract below. Additional marks are given to applicants describing promotional actions which go beyond the regulatory obligations.

Responsibilities of beneficiaries to acknowledge support from EAFRD

All information and communication actions of the beneficiary shall acknowledge support from the EAFRD to the operation by displaying:

- (a) the Union emblem;
- (b) a reference to the support from the EAFRD.

During the implementation of an operation, the beneficiary shall inform the public about the support obtained from the EAFRD by:

- (a) providing on the beneficiary's website for professional use, where such a website exists, a short description of the operation where a link between the purpose of the website and the support provided

to the operation can be established, proportionate to the level of support, including its aims and results, and highlighting the financial support from the Union;

(b) for operations not falling under point (c) the total public support of which exceeds EUR 50,000 placing at least a poster (minimum size A3) or plaque with information about the project, highlighting the financial support from the Union, at a location readily visible to the public.

(c) putting up, at a location readily visible to the public, a temporary billboard of a significant size for each operation consisting of the financing of infrastructure or construction operations for which the total public support to the operation exceeds EUR 500 000 .

No later than three months after completion of an operation, the beneficiary shall put up a permanent plaque or billboard of significant size at a location readily visible to the public for each operation that fulfils the following criteria:

- (i) the total public support to the operation exceeds EUR 500 000 ;
- (ii) the operation consists of the purchase of a physical object or of the financing of infrastructure or of construction operations.

This billboard shall state the name and the main objective of the operation and highlight the financial support provided from the Union.

The billboards, posters, plaques and websites shall carry a description of the project/operation and the elements referred to in of point 1 of Part 2. That information shall take up at least 25 % of the billboard, plaque or webpage.

Agri-environment-climate – max marks 20

Applicant awarded points if also participating in at least one of the AEMs (Agri-Environmental Measures) Measure 214 – Rural Development Programme 2007-2013, or at least one of the AECMs (Agri-environment-climate measures) under Measure 10 of the RDP 2014-2020.

Agri-environment-climate (2) – max marks 20

Priority will be given to applications which include interventions which are of greater benefit to agri-environment-climate objectives/targets and which are complementary to the schemes established under M10.1 of Malta's RDP.

Groups of farmers – max marks 10

Points will be awarded to proposals submitted by more than one farmer, cooperatives, POs/PGs, etc.

Participation in training/advisory services – max marks 10

Points awarded to applicants providing evidence of participation in relevant training or advisory services in the two years preceding the submission of the application.

The applicable eligibility and selection criteria, including scoring per criteria, can be accessed on the MA website on the following link:

<https://eufunds.gov.mt/en/EU%20Funds%20Programmes/European%20Agricultural%20Fund/Documents/MC/Eligibility%20and%20Selection%20Criteria%202014-2020.pdf>

The MA reserves the right to update and change the selection criteria as deemed necessary, respecting the appropriate legal provisions. Any updates would be reflected in the version of the criteria and the Guidance Notes for the Non-Productive Investments Measure uploaded online.

4.5 Unsuccessful applicants

The MA will inform all applicants about the outcome of the selection process.

4.6 Appeals

Applicants who feel aggrieved by the outcome of the procedure have the right of appeal with the Project Selection Appeals Board (PSAB) within five (5) working days from the date of the letter of rejection by the PSC.

The same application cannot be considered as being under PSAB and PSC consideration concurrently. As stated above, only the application undergoing a PSAB procedure will be under consideration (by the PSAB).

4.7 Letter of Acceptance

The MA will proceed to write to the successful applicants informing them of the decision of acceptance of their project. Letters of acceptance may include conditions which have been raised by the PSC.

4.8 Grant Agreement

Applicants whose proposals for investments have been selected in accordance with the procedure described above, in terms of being eligible and having obtained the necessary scoring for selection, and furthermore, could be allocated the requisite budget for funding, shall be invited to enter into an agreement with the MA by signing the Grant Agreement. More details on the generic provisions applicable in the Grant Agreement and the contractual obligations of the Beneficiary are provided in the subsequent sections. Selected applicants that do not come forward to sign the grant agreement within stipulated timeframes will have the award withdrawn.

4.9 Changes

In cases where amendments to the Grant Agreement need to be made by the beneficiary, the beneficiary must submit a written request to the Change Request Review Board (CRRB) via the Change Request Form *prior* to the changes being implemented (*a priori*). The CRRB will review the request and notify the beneficiary accordingly.

If a request for changes to the Grant Agreement is submitted after these changes have actually taken place (*ex-post*), the expenditure related to these changes may be subject to applicable penalties.

In the case where an investment included in the project requires a planning permit, the project will be subject to a withdrawal assessment by the Managing Authority if the necessary permit approvals are

not obtained within 25% of the applicable project duration, at the time of the withdrawal assessment. This is without prejudice to any other withdrawals that the MA or ARPA may seek in view of project progress impacting timeframes and scope.

The Change Request Form can be downloaded from the Managing Authority website from the following link:

https://fondi.eu/important_documentat/earfd-templates/

5.0 Contractual Obligations

Upon signing the Grant Agreement, the Beneficiary becomes legally bound by certain provisions. The following sections provide information on some aspects of the contractual obligations of the Beneficiary.

The Agriculture and Rural Paying Agency (ARPA) may, from time to time, issue further information and guidance.

5.1 Durability of Investment

Beneficiaries are obliged to maintain the project as a going concern for five (5) years, maintaining the same spirit of Article 71 of Regulation 1303/2013, from the date of final payment to the beneficiary. With regards to SMEs, Natural Persons and NGOs this period is of three (3) years from the final payment to the beneficiary. The period shall also be stipulated in the Grant Agreement.

Investments will be subject to ex-post on-the-spot checks. Failure to comply with the obligation for the durability of investments will result in penalties being applied.

Penalties will also be applied if throughout this durability period a change in ownership of an item of infrastructure takes place, giving to a firm or a public body an undue advantage; or if the project undergoes a substantial change affecting its nature, objectives or implementation conditions which would undermine its original objectives, in line with Article 71 of Regulation 1303/2013.

5.2 Documentation

Beneficiaries are obliged to retain all supporting documentation for a two (2)-year period from 31 December following the submission of the accounts in which the final expenditure of the completed operation is included. A signed inventory, listing any items bought in connection with the project, should be compiled and held on site and this should be made available to ARPA whenever requested.

5.3 Public procurement

Beneficiaries should note that grants awarded for actions under this sub-measure are public funds. In this regard, all beneficiaries should ensure that any procurement undertaken for cost items to be financed through this sub-Measure is carried out in line with the principles of sound financial management, good governance, transparency, and equality together with the provisions of the Manual of Procedures issued by the relevant authorities and with the provisions of the relevant EU and/or National Legislation including contents of MA PA EAFRD Circular 1 of 2021.

Checks in relation to public procurement will verify that Union public procurement rules and related national rules are complied with and that the basic principles of transparency, objectivity, non-discrimination, and appropriate disclosure have been respected throughout the entire process.

In cases of non-compliances with the rules of public procurement, the financial corrections towards the service provider beneficiary will be determined by the Paying Agency on the basis of the Commission Decision of 14.5.2019 laying down the guidelines for determining financial corrections C(2019)3452 final.

5.4 Controls and Penalties

Beneficiaries must note that by signing the Grant Agreement they are agreeing to undertake an obligation for the relevant checks and controls by the respective Authorities including the following:

- a. The Paying Agency (PA) – Agriculture and Rural Payments Agency (ARPA), Ministry for Agriculture, Fisheries, and Animal Rights (MAFA)
- b. The Certifying Body (CB) – Internal Audit and Investigations Department (IAID), Office of the Prime Minister (OPM);
- c. The National Audit Office (NAO) in view of the fact that public funds are being utilised for the implementation of the investment;
- d. The Audit Services of the European Commission (EC) and the European Court of Auditors (ECA) in view of the fact the investment is benefitting from European Union (EU) funds;
- e. The VAT Department to ensure that VAT Regulations are respected.

The following sections are intended as a guide on applicable checks and controls.

5.4.1 Administrative checks on support applications

Administrative checks on applications for support shall ensure the compliance of the operation with applicable obligations established by Union or national law or by the rural development programme, including those of public procurement, State aid and other obligatory standards and requirements. The checks shall in particular include verification of:

- the eligibility of the beneficiary;
- the eligibility criteria, commitments and other obligations of the operation for which support is requested;
- compliance with the selection criteria;
- the eligibility of the costs of the operation, including compliance with the category of costs or calculation method to be used when the operation or part of it falls under Article 67(1)(b), (c) and (d) of Regulation (EU) No 1303/2013¹⁸;
- for costs referred to in Article 67(1)(a) of Regulation (EU) No 1303/2013, excluding contributions in kind and depreciation, a verification of the reasonableness of the costs submitted. The costs shall be evaluated using a suitable evaluation system, such as reference costs, a comparison of different offers or an evaluation committee.¹⁹

5.4.2 Administrative checks on payment claims

Once a Beneficiary's project proposal is selected and awarded a grant, the beneficiary will be invited to enter into a Grant Agreement with the Managing Authority (MA). Following the signature of the Grant Agreement and subject to the eligibility rules of the specific measure, a Beneficiary may start to submit payment claims to the Agriculture and Rural Payments Agency (the Agency) for processing, verification and ultimately payment authorisation.

Kindly note that the ARPA Payment Guidelines can be accessed through:

¹⁸ Simplified costs option

¹⁹ Article 48(2) of Commission Implementing Regulation (EU) No 808/2014

5.4.3 In situ visits

The in-situ visits in the context of administrative checks are different in purpose from on-the spot checks. In in situ visits, the aim is to check the points of the administrative check (primarily the correct completion of the investment). In the second case, the aim is to supplement the administrative check in order to carry out as exhaustive as possible a check of a sample of beneficiaries.

5.5 Advanced Payments

Beneficiaries of investment related support may request the payment of an advance of up to 50% of the public aid related to the investment.

6.0 Compliance with Community Policy

6.1 General Principles

It is the responsibility of the Beneficiary to ensure compliance with Community Policy, namely:

- a. Public Procurement
- b. Equal Opportunities
- c. Sustainable development

6.2 Procurement

Applicants are not required to submit quotations for structural works – a bill of quantities prepared by a warranted architect will suffice. On the other hand at application stage, one quotation is required for all other non-structural components for which funding is being requested, such as the planting of trees, etc.

For structural works, where the applicant is not required to submit a quotation at application stage, prior to procuring the services required, the applicant is to seek three comparable quotations, using a request for quotations. If the application has already been approved by the Project Selection Committee, these documents are to be presented to the Agriculture and Rural Payments Agency. Quotations should not be older than 6 months from the day of commencement of works.

If the applicant decides to start implementation at their own risk, before the outcome of the PSC has been communicated, the applicant should still seek three comparable quotations, using a request for quotations, to be presented to the Paying Agency if and when the project is approved by the Project Selection Committee. Quotations should not be older than 6 months from the day of commencement of works.

In case of other non-structural components for which one quotation has already been obtained, two additional quotations will still need to be sought, using a request for quotations, leading to a total of three quotations at procurement stage. Quotations should not be older than 6 months from the day of

commencement of works. The original quotation submitted with the application should be comparable to the other two quotations sought at procurement stage.

These quotations, along with the Request for Quotations, are to be submitted together with a formal letter addressed to the Paying Agency whereby the chosen quotation is indicated by inserting reference to the quotation number and the full name of the chosen supplier/service provider.

If the cheapest quotation is not chosen by the applicant, a justification would need to be provided. The applicant is to note that in such cases, the amount of funding co-financed through the EAFRD (2014 – 2020) can only be based on the cheapest quotation obtained.

If three quotations cannot be obtained, an adequate justification should be provided by the applicant. It is the Paying Agency's prerogative, after consulting with the Managing Authority, whether to accept such justification or not.

The MA reserves the right to introduce a simplified cost option (SCO) that would apply standard prices for all works/investments under the Non-Productive Investments Measure. The SCO may be introduced within this call, applying a set rate that will be published by the MA.

Applicants are expected to consult and follow the 'Guidelines on the Submission of Payment Claims related to Investment Measures' that can be downloaded from the website of the Agriculture and Rural Payments Agency: <https://agriculture.gov.mt/en/arpa/Pages/guidelines.aspx>

In accordance with the Public Procurement Regulations, expenditure relating to economic operators convicted of a criminal offence are considered ineligible for funding and such expenditure will not be reimbursed by the Agency.

Beneficiaries should note that Grants awarded for actions under the Non-Productive Investments Measure are public funds. In this regard, all Beneficiaries should ensure that any procurement undertaken for cost items to be financed through the Non-Productive Investments Measure is carried out in line with the principles of sound financial management, good governance, transparency, and equality together with the provisions of the Manual of Procedures issued by the relevant authorities together with these Guidance Notes.

6.3 Equal Opportunities and Non-discrimination

Beneficiaries are required to take a pro-active approach to Equal Opportunities and must ensure that at all stages of the implementation of the action/s consideration is given to Equal Opportunities.

Equal Opportunities and non-discrimination are not meant to just address gender discrimination but have a wider scope and include race, ethnicity, religion or belief, disability, age and sexual orientation.

6.4 Sustainable Development

Beneficiaries should include Sustainable Development in their action/s and must ensure that the operation is structured in such a manner that concrete positive actions towards better sustainability and mainstreaming feature throughout. It is important that environmental matters should also be

taken into consideration at all stages of the design, development and implementation of the action and the action should be structured to avoid any related environmental damage.

7.0 Data Policy

By submitting the application, the applicant is giving his/her consent to have personal and project details published in line with the obligations in the relevant EU Regulations and other requests by relevant bodies.

7.1 Data Protection

Whilst abiding to the provisions set in the Data Protection Act and the General Data Protection Regulation regarding the handling of personal data, the Managing Authority and/or Paying Agency will retain the right to disclose, exchange or request information about any applicant, application and agreement to or with other organisations or consultants which the Managing Authority and/or Paying Agency consider appropriate for administration, statistical, monitoring, evaluation and dissemination purposes.

7.2 Transparency

Because projects implemented under Measure 4.4 involve expenditure of public money, there is public interest in how the money is spent. In this respect the Managing Authority will ensure that the principle of transparency is fully respected in the implementation of operations under Malta's Rural Development Programme 2014-2020.

Annually, and by no later than 30th May of each year, the Agriculture and Rural Payments Agency (ARPA) is bound to publish a list of beneficiaries who received payment during the preceding financial year (16th October to 15th October) in line with Regulation (EU) No 1306/2013 of the European Parliament and of the Council.

7.3 Monitoring, Evaluation and Dissemination

From time to time, the Managing Authority and/or the Paying Agency, as well as other National and/or EU entities as may be identified by the Managing Authority, may conduct economic, environmental or other evaluation of the measure which may involve the beneficiary in surveys/interviews of various types. Managing Authority officials or consultants/evaluators engaged by the Managing Authority may contact beneficiaries as necessary. In applying for support under this measure the beneficiary is deemed automatically as agreeing to cooperate with or take part in such studies, which are important for reviewing the effectiveness of the measure as well as evidencing implementation of projects. The MA may also request cooperation from beneficiaries vis-à-vis promotion of the RDP, including use of pictures/videos taken from projects funded under this measure.

8.0 Contact Details

For more information regarding the Non-Productive Investments Measure, kindly contact the Funds and Programmes Division.

Address: The Oaks Business Centre, Block B, Triq Farsons, Hamrun HMR 1321, Malta

Telephone Number: +356-2555 2634

E-mail: rsubmissions.mefl@gov.mt

Website: www.fondi.eu

9.0 Annexes

9.1 Annex 1: List of Eligible trees that can be planted

Scientific Name	Maltese Name	English Name
<i>Acer monspessulanum</i>	l-aġġru; l-aċer	Montpellier Maple
<i>Alnus glutinosa</i>	l-alnu	Black Alder; European Alder; Common Alder
<i>Anagyris foetida</i>	il-fula tal-klieb	Bean Trefoil Tree; Mediterranean Stinkwood
<i>Arbutus unedo</i>	l-imbragla	Strawberry Tree; Cane Apple
<i>Atriplex halimus</i>	il-bjanka	Salt Bush; Shrubby Orache
<i>Betula pendula</i>	il-betula	Silver Birch; Warty Birch; European White Birch
<i>Calicotome villosa</i> s.l.	il-ġenista tax-xewk	Spiny Broom
<i>Carpinus orientalis</i>	il-karpin	Oriental Hornbeam
<i>Celtis australis</i>	il-buglar; iċ-ċeltis	Nettle Tree
<i>Ceratonia siliqua</i>	il-ħarruba	Carob
<i>Cercis siliquastrum</i>	is-siġra ta' Ġuda; il-ħarrub ta' Ġuda	Judas Tree; Mediterranean Redbud
<i>Chamaerops humilis</i>	il-ġummar	Dwarf Fan Palm
<i>Corylus avellana</i>	is-siġra tal-ġellewż	Common Hazel
<i>Crataegus azarolus</i>	l-ġħanzalor	Azarole; Crete Hawthorn
<i>Crataegus monogyna</i>	iż-żagħrun	Whithorn; Common Hawthorn
<i>Crataegus x ruscinonensis</i>	l-ġħanzalor is-selvaġġ	Hybird Hawthorn
<i>Cupressus sempervirens</i>	iċ-ċipress	Italian Cypress
<i>Cydonia oblonga</i>	l-isfargel	Quince
<i>Darniella melitensis</i> (= <i>Salsola melitensis</i>)	ix-xebb; is-siġra tal-irmied	Maltese Salt Tree
<i>Ephedra fragilis</i>	l-efedra	Shrubby Horsetail; Joint Pine
<i>Erica multiflora</i>	l-erika; is-saġħtar l-aħmar; is-savina; leħjet ix-xiħ	Mediterranean Heath
<i>Euonymus europaeus</i>	il-fużanja; l-evonimu	European Spindle; Common Spindle
<i>Euphorbia dendroides</i>	it-tengħud tas-siġra	Tree Spurge
<i>Euphorbia melitensis</i>	it-tengħud tax-xagħri	Maltese Spurge
<i>Fagus sylvatica</i>	is-siġra tal-fagu	European Beech
<i>Ficus carica</i> s.l.	It-iina (includes: il-bajtar ta' San Ġwann; il-bżengul; id-dukkar; il-farkizzan; il-parsott)	Fig Tree

<i>Fraxinus angustifolia</i>	il-fraxnu; is-siġar tal-paċenzja	Narrow-Leaved Ash
<i>Juglans regia</i>	Is-siġra tal-ġewż	Common Walnut
<i>Juniperus macrocarpa</i>	Il-ġniepru x-xewwieki	Mediterranean Prickly Juniper
<i>Juniperus oxycedrus</i>	Il-ġniepru x-xewwieki	Prickly Juniper; Prickly Cedar; Cade Juniper
<i>Juniperus turbinata</i>	il-ġnibru; il-ġniepru; l-ġhargħar	Southern Phoenician Juniper
<i>Laurus nobilis</i>	ir-randa	Bay Laurel; Sweet Bay
<i>Lycium europaeum</i>	l-ġhawseg	European Tea-Tree; European Boxthorn
<i>Lycium intricatum</i>	l-ġhawseg selvaġġ	Mediterranean Tea-Tree; Mediterranean Boxthorn
<i>Lycium schweinfurthii</i>	l-ġhawseg selvaġġ	Southern Tea-Tree; Southern Boxthorn
<i>Malus domestica</i> s.l.	it-tuffieħ tal-billudja	Apple
<i>Malus sylvestris</i>	it-tuffieħ selvaġġ	Wild Apple; European Crab Apple
<i>Mespilus germanica</i>	fomm il-lipp; omm il-epp; in-naspli t-tedeski	Medlar; Mediterranean Medlar
<i>Morus alba</i>	is-siġar taċ-ċawli	White Mulberry
<i>Morus nigra</i>	is-siġar tat-tut	Black Mulberry
<i>Myrtus communis</i> subsp. <i>communis</i>	ir-riħan	Myrtle
<i>Nerium oleander</i>	id-difla; siġret il-ġarab; siġret il-bass; is-siġar tal-wirdien; l-oleandru	Oleander
<i>Olea europaea</i> s.l.	iż-żebbuġa; iż-żejtuna	Olive
<i>Olea oleaster</i>	iż-żebbuġ selvaġġ	Wild Olive
<i>Ostrya carpinifolia</i>	il-karpin falz; l-ostrijà	Hop Hornbeam
<i>Paliurus spina-christi</i>	ix-xewk tal-kuruna; ix-xewk ta' kristu	Christ's Thorn Tree; Jerusalem Thorn
<i>Periploca angustifolia</i> (= <i>Periploca laevigata</i> subsp. <i>angustifolia</i>)	siġret il-ħarir	African Wolfsbane
<i>Phillyrea angustifolia</i>	il-fillirja	Narrow-Leaved Mock Privet
<i>Phillyrea latifolia</i>	l-olivastru; il-fillirja l-kbira	Mock Privet; Jasmine Box
<i>Phillyrea media</i>	l-olivastru; il-fillirja ż-żgħira	Lesser Mock Privet
<i>Phoenix dactylifera</i>	il-palm tat-tamar; in-naħla; Is-siġar tat-tamar	Date Palm
<i>Pinus halepensis</i>	iż-żnuber; is-siġra tal-prinjol; si-siġra tal-arżnu	Aleppo Pine; Jerusalem Pine
<i>Pinus pinaster</i>	iż-żnuber tal-baħar; iż-żnuber tax-xatt; il-prinjol tal-ġwienah	Maritime Pine; Cluster Pine

<i>Pinus pinea</i>	iż-żnuber tal-ikel; iż-żnuber tal-umbrella; is-sigra tal-prinjol	Stone Pine; Umbrella Pine; Parasol Pine
<i>Pistacia lentiscus</i>	id-deru; Id-delu	Lentisk; Mastic Tree
<i>Pistacia terebinthus</i>	il-botna; l-iskornabekk; is-siġar tat-turpentina; it-trementina; is-siġar tal-fosdoq; it-terebintu	Terebinth; Turpentine Tree
<i>Pistacia x saportae</i>	id-deru l-bagħal	Hybird Mastic Tree
<i>Platanus orientalis</i>	id-dolf; id-dorf; id-dolb	Oriental Plane Tree
<i>Populus alba</i>	il-luqa; is-siġar taċ-ċopp	White Poplar
<i>Prunus armeniaca</i>	is-siġra tal-berquq	Apricot; Armenian Plum
<i>Prunus avium</i>	iċ-ċirasa; l-amarena	Wil Cherry; Sweet Cherry; Gean
<i>Prunus cerasifera</i>	iċ-ċuplamm; l-għanbaqar il-kbir	Cherry Plum; Myrobalan Plum
<i>Prunus cerasus</i>	iċ-ċirasa s-selvaġġa	Sour Cherry; Dwarf Cherry; Tart Cherry
<i>Prunus cocomilia</i>	il-pruna tal-Italja	Italian Plum
<i>Prunus domestica</i> s.l.	il-prajn; l-għanbaqar	Plum (including Bullace; Damascene; Damson; Greengage; Prune)
<i>Prunus dulcis</i>	is-siġar tal-lewż	Almond*
<i>Prunus institia</i>	l-għanbaqar	Bullace; Wild Damson; European Plum
<i>Prunus mahaleb</i>	iċ-ċirasa baġħlija; iċ-ċirasa s-selvaġġa	Mahaleb Cherry; St Lucie Cherry
<i>Prunus persica</i>	il-ħawħa	Peach Tree
<i>Prunus persica</i> var. <i>nucipersica</i>	in-nuċiprisk; l-anciprisk; iċ-ċiprisk	Nectarine
<i>Prunus spinosa</i>	il-prajn tax-xewk	Sloe; Blackthorn
<i>Prunus webbii</i>	il-lewż morr	Eastern Almond; Webb's Almond
<i>Prunus x dasycarpa</i>	iż-żabrikott	Black Apricot
<i>Punica granatum</i>	is-siġar tar-rummien; is-siġar tal-bullar	Pomegranate*
<i>Pyrus amygdaliformis</i>	il-langas selvaġġ	Almond-Leaved Pear
<i>Pyrus communis</i> s.l.	il-langas; l-angas	Cultivated Pear
<i>Pyrus pyraster</i>	il-langas baġħal; il-langas selvaġġ	Wild Pear
<i>Pyrus syriaca</i>	il-langas selvaġġ	Syrian Pear
<i>Quercus calliprinos</i>	il-balluta x-xewwikija	Palestine Oak; Eastern Kermes Oak
<i>Quercus cerris</i>	ir-ruvlu; il-balluta l-ħorfija	Turkey Oak; Austrian Oak
<i>Quercus coccifera</i> s.l.	il-balluta x-xewwikija	Kermes Oak
<i>Quercus gussonei</i>	ir-ruvlu; il-balluta l-ħorfija	Gussone's Oak

<i>Quercus ilex</i>	il-balluta; is-siġar tal-ġandar	Holm Oak; Evergreen Oak
<i>Quercus petraea</i> s.l.	ir-ruvlu; il-balluta l-ħorfija	Sessile Oak; Cornish Oak; Durmast Oak
<i>Quercus pubescens</i> s.l.	il-balluta l-muswafa ; ir-ruvlu	Downy Oak; Pubescent Oak
<i>Quercus robur</i>	il-balluta ingliza; is-siġra tar-ruvlu	Pedunculate Oak; English Oak
<i>Quercus suber</i>	is-siġra tas-sufra; il-ballut tas-sufra	Cork Oak
<i>Retama raetam</i> s.l.	il-ġenista l-bajda; il-ġenista tar-ramel; ir-retama	Bridal Broom; White Weeping Broom
<i>Rhamnus alaternus</i>	l-alaternu	Mediterranean Buckthorn
<i>Rhamnus oleoides</i> (= <i>Rhamnus lycioides</i> subsp. <i>oleoides</i>)	iż-żiju	Lesser Buckthorn; Olive-Leaved Buckthorn
<i>Rhus coriaria</i>	ix-xumakk tal-konz	Common Sumach
<i>Salix alba</i> s.l.	iż-żafżafa; iż-żafżafa l-kbira; iż-żafżafa l-bajda	White Willow
<i>Salix pedicellata</i>	iż-żafżafa ż-żġhira	Mediterranean Willow
<i>Sambucus ebulus</i>	in-nittiena; is-sebuqa s-selvaġġa; is-sambuka s-selvaġġa	Dwarf Elder
<i>Sambucus nigra</i>	is-sambuka; is-sebuqa l-kbira	Common Elder
<i>Searsia pentaphylla</i> (= <i>Rhus pentaphylla</i>)	It-tizra; il-kunzatura; ix-xumakk tal-konz	Tizra Tree
<i>Sorbus aucuparia</i>	iż-żorba s-selvaġġa	Rowan; Mountain Ash
<i>Sorbus domestica</i>	iż-żorba	Service Tree
<i>Spartium junceum</i>	il-ġenista s-safra	Spanish Broom
<i>Tamarix africana</i>	il-bruka; it-tarfa	Tamarisks
<i>Tetraclinis articulata</i>	l-ġħargħar	Arar tree; Sandarac Gum Tree; Mediterranean Alerce; Barbary Arbor-Vitae
<i>Tilia platyphyllos</i>	It-tilja	Lime Tree
<i>Ulmus canescens</i> (= <i>Ulmus minor</i> subsp. <i>canescens</i>)	in-nemmiesa; is-siġar tan-nemus; l-ulmu; l-ulmu ta' Malta	Hoary Elm; Grey-Leaved Elm
<i>Viburnum tinus</i>	il-meruna; il-viburnu	Laurustinus
<i>Vitex agnus-castus</i>	l-ġħadiba; il-virgi; il-bżar tal-patrijiet; l-ġħadbiera; is-siġar tal-virgi	Chaste Tree; Virgin Bush
<i>Ziziphus lotus</i>	is-siedra	Spiny Jujube; Sicilian Jujube
<i>Ziziphus zizyphus</i> (= <i>Ziziphus jujuba</i>)	iż-żinzel	Jujube

9.2 Annex 2: Indicative List of Alien Species that shall not be planted in Rural Areas²⁰

Scientific Name	Maltese Name	English Name
<i>Acacia cyclops</i>	l-akaċja tal-għajn	Coastal Wattle
<i>Acacia koa</i>	l-akaċja tal-Hawaii	Hawaiian Wattle; Koa
<i>Acacia saligna</i> (= <i>Acacia cyanophylla</i>)	l-akaċja	Golden-Wreath Wattle
<i>Aeonium</i> spp. (all species)	il-kalluwa; sigret il-kalli	Tree Houseleeks
<i>Agave</i> spp. (all species)	l-agave; is-sabbara; is-sisal; is-siżlana	Century Plant; American Aloe; Maguey; Sisal; Sisal Hemp
<i>Ailanthus altissima</i> (= <i>Ailanthus glandulosa</i>)	ix-xumakk; ix-xumakk falz	Tree-of-Heaven
<i>Aloe</i> spp. (all species) - see note	l-aloe; is-sabbar	Aloes
<i>Anredera cordifolia</i> (= <i>Boussingaultia cordifolia</i>)	il-fatata; il-ħobbejza l-falza	Madeira Vine
<i>Aptenia</i> spp. (all species)	l-apterja; widnet il-ġurdien	Baby Sun Roses
<i>Arundo donax</i> - see note	il-qasba; il-qasba l-kbira; il-ħasrija; il-ħażrun	Great Reed
<i>Asclepias</i> spp. (all species)	it-tuffieħ tal-fodsqa; qarn il-ħarir	Milkweeds
<i>Asparagus</i> spp. (all species) - see note	l-ispraġġ; l-asparagus	Asparagus
<i>Baccharis halimifolia</i>		Eastern Baccharis
<i>Bambusa vulgaris</i>	il-bambù	Common Bamboo; Feathery Bamboo
<i>Bougainvillea</i> spp. (all species)	il-buganvilli	Bougainvillea Vines; Bouougenville; Drillingsblume
<i>Bryophyllum</i> spp. (all species)	il-maġħrfa; denb il-wiżgħa	Devil's Backbone; Mother-of-Millions; Chandelier Plants
Cactaceae (all species) - see note	il-kaktus	Cactus Family

<i>Cardiospermum</i> spp. (all species)	tuffieħ ir-riħ; l-isfineġ	Balloon Vine; Heart Pea; Heart Seed; Upland Cotton
<i>Carpobrotus</i> spp. (all species)	is-swaba' tal-Madonna; dliel il-Madonna; dwiefer ix-xitan; xuxet San Ġwann	Kaffir Figs; Hottentot Figs
<i>Casuarina</i> spp. (all species)	il-każwarina	Australian Pine Tree; She-Oak
<i>Catharanthus roseus</i> (= <i>Vinca rosea</i>)	il-pervinka r-roża	Madagascar Periwinkle; Cape Periwinkle; Rose Periwinkle
<i>Cenchrus</i> spp. (all species)	il-pjumi	Buffelgrasses; Sandburs; Sand Spurs
<i>Chamaecyparis</i> spp. (all species)	iċ-ċipress falz; il-kameċiparis	False Cypress
<i>Chasmanthe</i> spp. (all species)	il-bifri	South African Cornflags; Cobra Lilies; Pennants
<i>Chlorophytum comosum</i> (= <i>Anthericum comosum</i> ; <i>Hartwegia comosa</i>)	ir-rampila	Spider Plant; Spider Ivy; Ribbon Plant
<i>Cortaderia</i> spp. (all species)	il-pjuma l-kbira	Pampas Grasses
<i>Cupressus atlantica</i>	iċ-ċipress tal-Magħreb	Moroccan Cypress
<i>Cupressus arizonica</i>	iċ-ċipress l-kaħla; iċ-ċipressa tal-Arizona	Arizona Cypress
<i>Cupressus</i> × <i>leylandii</i> (= × <i>Cupressocyparis leylandii</i> ; × <i>Cuprocyparis leylandii</i>)	iċ-ċipressa l-baġħla	Leyland Cypress
<i>Delairea odorata</i> (= <i>Senecio mikanioides</i>)	il-liedna s-safra	German Ivy; Cape Ivy
<i>Dolichandra unguis-cati</i> (= <i>Bignonia unguis-cati</i> ; <i>Doxantha unguis-cati</i> ; <i>Macfadyena unguis-cati</i>)	dwiefer il-qattus; sieq il-qattus	Cat-Claw Ivy; Catsclaw Trumpet
<i>Drosanthemum hispidum</i> (= <i>Mesembryanthemum hispidum</i>)	id-drożantema; il-kristallina l-vjola	Hairy Dewflower; Miniature Pigs Face
<i>Eichhornia crassipes</i> (= <i>Pontederia crassipes</i>)	wardet in-Nil	Common Water Hyacinth
<i>Eucalyptus</i> spp. (all species) - see note	l-ewkalipus; is-siġra tal-gamiam	Gums; River Gums; Eucalypts; Tuarts
<i>Ficus</i> spp. (excluding <i>Ficus carica</i>) - see note	is-siġar tal-fikus	Indian Figs; Ficus Trees

<i>Freesia</i> spp. (all species)	il-friżja; il-freżja	Freesias
<i>Gomphocarpus</i> spp. (all species)	it-tuffieħ tal-fodsqa	Milkweeds
<i>Gunnera tinctoria</i>		Giant Rhubarb; Chilean Rhubarb
<i>Heracleum mantegazzianum</i>		Giant Hogweed
<i>Heracleum persicum</i>		Persian Hogweed; Hogweed
<i>Heracleum sosnowskyi</i>		Sosnowskyi's Hogweed
<i>Humulus scandens</i> s.l. (including <i>Humulus japonicus</i>)		Japanese Hop
<i>Impatiens glandulifera</i>		Himalayan Balsam
<i>Ipomoea</i> spp. (all species)	il-kampanelli	Morning Glories
<i>Lantana camara</i>	il-lantana	Shrub Verbena; Yellow Sage
<i>Leucaena leucocephala</i> (= <i>Acacia leucocephala</i>)	l-albizzja; il-gażżija l-bajda	Lead Tree; White Popinac; Cow Tamarind; Wild Tamarind
<i>Lycium barbarum</i>	l-għawseġ taz-xarq; il-goxi s-selvaġġ	Red Medlar; Himalayan Goji; Ghost Thorn
<i>Lygodium japonicum</i>		Japanese Climbing Fern
<i>Malephora</i> spp. (all species)	il-kristallini l-ħomor; il-kristallini l-orango; il-kristallini s-sofor	Mesembs; Red Ice Plants
<i>Melia azederach</i>	is-siġra tat-tosku	Indian Bead Tree; Cinaberry Tree
<i>Mirabilis</i> spp. (all species)	il-ħummejr	Marvels-of-Peru; Four o'clock Flowers
<i>Monstera deliciosa</i>	il-mostera; sieq l-iljun	Swiss Cheese Plant; Mexican Breadfruit
<i>Myrtus communis</i> subsp. <i>tarentina</i> - see note	ir-riħan tal-weraq żgħir	Tarentum Myrtle; Small-Leaved Myrtle
<i>Nicotiana glauca</i>	it-tabakk tas-swar; is-siġra tat-tabakk; it-tabakk l-isfar	Tree Tobacco; Mustard Tree
<i>Nothoscordum borbonicum</i>	it-tewm tal-qşari; it-tewm tal-fwieħa	Honeybells; Fragrant False Garlic, Onion Weed
<i>Opuntia</i> spp. (all species) - see note	il-bajtar tax-xewk; il-bajtar tal-Indi; il-bajtar tal-linka; iċ-ċuplajs	Prickly Pears
<i>Oxalis</i> spp. (all species)	il-ħaxixa Inġliża; il-qarsu; l-Inġliża r-roża	Cape Sorrel; Wood Sorrels; Pink Sorrels; False Shamrocks; Oxalises

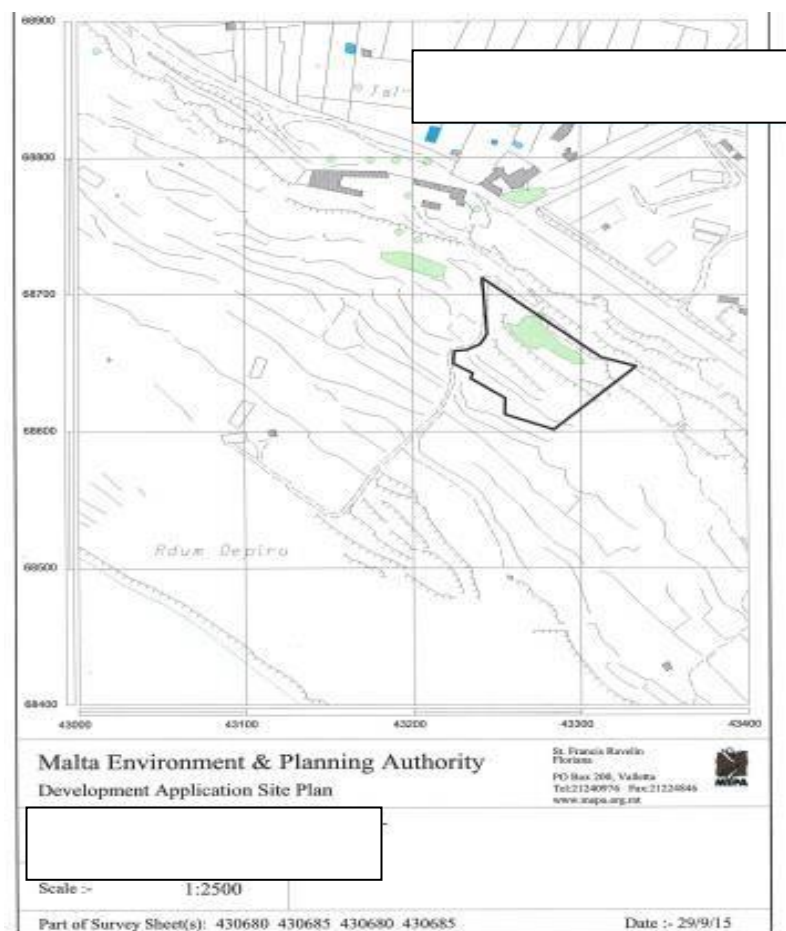
<i>Parthenium hysterophorus</i>		Santa Maria Feverfew; Famine Weed; Whitetop Weed
<i>Passiflora caerulea</i>	il-warda tal-passjoni	Passion Flower
<i>Pelargonium</i> spp. (all species)	is-sardinell	Geraniums
<i>Pennisetum</i> spp. (all species)	il-pjuma; il-pjuma ż-żgħira; il-pennizetum; ir-rixa	Crimson Fountaingrasses; Feathertops
<i>Persicaria perfoliata</i>	denb l-għafrit; denb ix-xitan	Mile-a-Minute Weed
<i>Phytolacca dioica</i>	is-siġra tal-qlalet; l-ombu	Elephant Tree; Tree Pokeweed; Ombu Tree
<i>Pinus brutia</i>	lż-żnuber il-ħamra; lż-żnuber tal-Lvant	Brutia Pine; Calabrian Pine; Turkish Pine
<i>Pistacia atlantica</i>	il-pistaċċa l-bagħla	Mount Atlas mastic; Persian turpentine
<i>Pittosporum tobira</i>	il-pittosporum	Shrubby Putterlick; Japanese Mock Orange; Tobira
<i>Prosopis juliflora</i>		Mesquite
<i>Pueraria lobata</i>	il-kuzzu	Kudzu; Asian Arrowroot
<i>Quercus rotundifolia</i> (= <i>Quercus ballota</i> ; <i>Quercus ilex</i> subsp. <i>rotundifolia</i>)	il-ballut Iberiku	Iberian Oak; Ballota Oak
<i>Robinia pseudoacacia</i>	ir-robinja	False Acacia; Black Locust
<i>Ricinus communis</i>	ir-rignu; il-ħaruwija	Castor Oil Plant
<i>Sansevieria</i> spp. (all species)	lsien in-nisa	African Snake Plants; Devil's Tongue
<i>Schinus terebinthifolius</i>	is-siġra tal-bżar; il-bżar falz	Brazilian Pepper
<i>Searsia lancea</i> (= <i>Rhus lancea</i>)	ix-xumakk tal-Afrika	Willow Sumach; African Sumach; Karee Tree
<i>Senecio angulatus</i>	il-liedna s-safra	Cape Ivy; Creeping Groundsel
<i>Symphoyotrichum squamatus</i> (= <i>Aster squamatus</i>)	is-settembrina salvaġġa; l-aster	Narrow-Leaved Aster
<i>Tamarix</i> spp. (excluding <i>Tamarix africana</i>) - see note	il-bruk ta' barra	Tamarisk Trees
<i>Thuja</i> spp. (all species)	it-tuja; iċ-ċipress falz	Arbor-Vitae; Thuya Trees
<i>Tradescantia fluminensis</i>		Small-Leaved Spiderwort; Inch Plant; Wandering Jew
<i>Trapaeolum majus</i>	il-kabuċċinella	Garden Nasturtium; Tall Nasturtium; Indian Cress
<i>Triadica sebifera</i>		Chinese Tallow
<i>Ulmus</i> spp. (excluding <i>Ulmus canescens</i>) - see note	l-ulmi ta' barra	Elm Trees

<i>Vachellia karroo</i> (= <i>Acacia karroo</i>)	il-gažżija tax-xewk; ix-xewk ta' kristu; l-akaċja tax-xewk	Karoo Thorn; Sweet Thorn
<i>Vinca major</i>	il-pervinka	Greater Periwinkle
<i>Vitis</i> spp. (all species) - see note	id-dielja	Grape Vines
<i>Yucca</i> spp. (all species)	il-jukki	Adam's Needles-and-Thread; Lord's Candlesticks; Needle Palms; Spanish Bayonets; Spanish Daggers; Tree Lilies; Yuccas
<i>Zantedischia</i> spp. (all species)	il-buqari	Arum Lilies; Calla Lilies

9.5 Annex 3: Guidance for the submission of documents for interventions that include rubble walls and trees.

The below examples are to be used as guidance by architects preparing supporting documentation for RDP Measures.

A) General: A zoomed out site plan of site²¹ on official PA Sheet as in the example below:



²¹ The most recent orthophoto from the Planning Authority (PA) or similar imagery should be used. Interventions are to be clearly indicated with an adequate legend.

B) In case of rubble wall interventions;

i) Clear indication of the registered parcel number

ii) Clear site plan indicating the extent of Rubble wall to be newly built in blue

iii) Clear site plan indicating the extent of rubble wall to be restored in red, as in the example below



The length of rubble walls should always be specified in SI units. The BOQ should include separate measurements for rubble walls to be restored and for rubble walls that are to be newly built. For example:

Total running metres for restoration _____

Total Cubic Metres for restoration (m³) _____

Total running metres for construction _____

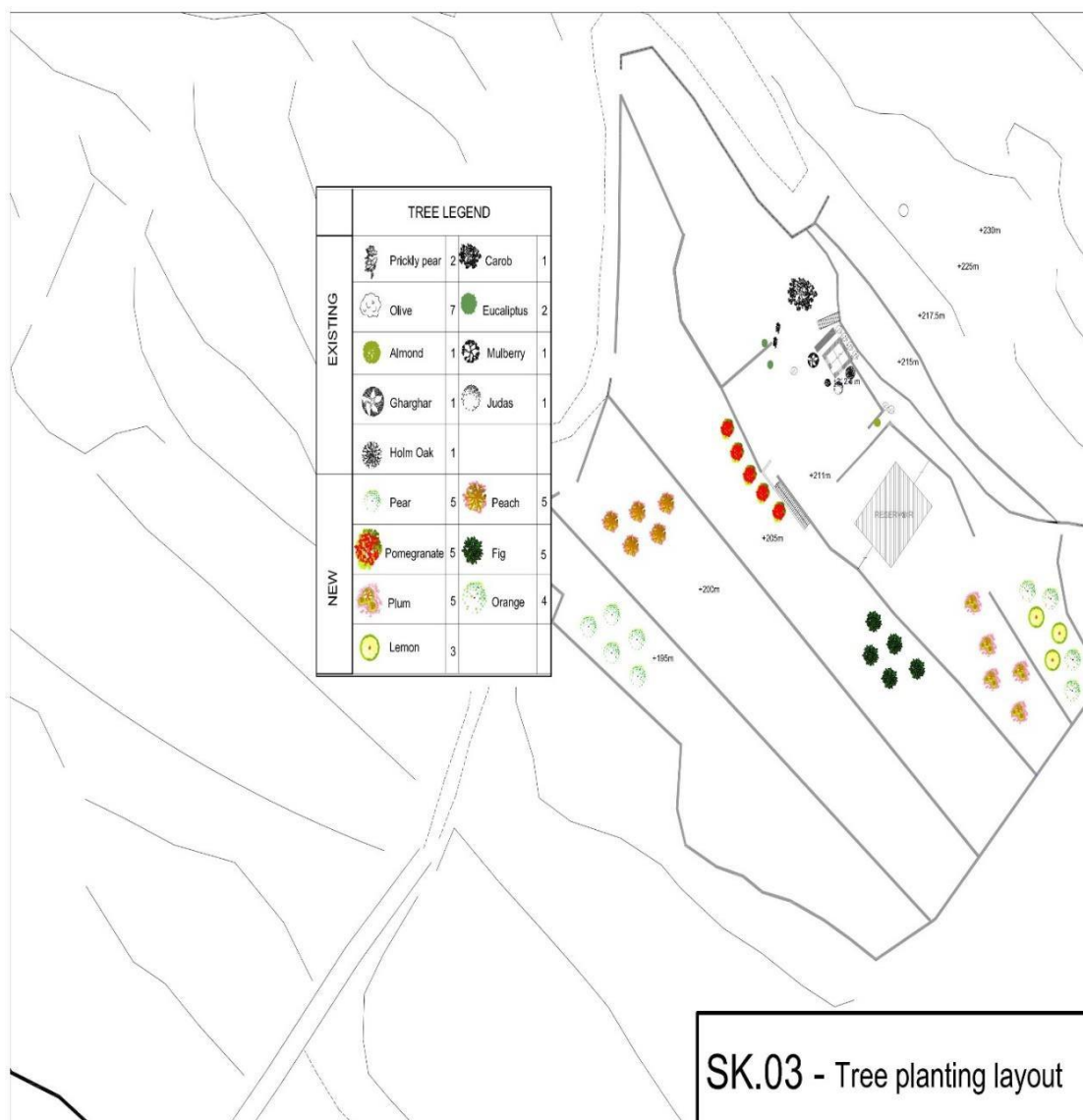
Total Cubic Metres for construction (m³) _____

iv) BOQ's should be indexed to correspond with the site plan, for example each rubble wall could be marked on the site plan with the 'Item No' on both the quotation and the site plan.

ITEM NO	Description of Works	QTY	Unit
1	Cleaning and dismental of the Existing damaged rubble walls	1	LS
2	Excavatio for foundation for Rubble walls	84.36	cu m
3	Excavation for storm water route	342.91	cu m
4	Biuling of wall no 1 (2.8meters high)	93.34	MTR
5	Biuling of wall no 2 (2.2 meters high)	127.52	MTR
6	Biuling of wall no 3 (1.3 meters high)	67.06	MTR
7	Biuling of wall no 4 (2.8meters high)	78.51	MTR
8	Biuling of wall no 5 (1.8 meters high)	30.43	MTR
9	Biuling of wall no 6 (1.3 meters high)	69.67	MTR
10	Biuling of wall no 7 (1.3 meters high)	44.77	MTR
11	Supply of rubble stone for all the above walls	1	LS

v) Photos provided should be clearly marked on a separate site plan, showing both the location and the orientation of the photo.

- C) In case of removal and planting of trees²²;
- i) Each tree to be removed is to be clearly marked
 - ii) Each tree to be planted is to be clearly marked
 - iii) Clear indication of the registered parcel number



²² Interventions are to be clearly indicated with an adequate legend.

