 

**Managing Authority: Prime Minister’s Office of Hungary**

**Hungary-Slovakia-Romania-Ukraine**

**ENI Cross-border Cooperation Programme**

**2014-2020**

**Grant Application Form**

**for the 1st Call for Proposals**

**Open call procedure for Large Infrastructure Projects**

**Deadline for submission: 15 November 2017**

Contents

[1. General information 4](#_Toc475094141)

[1.1. Project identification 4](#_Toc475094142)

[1.2. Information on the Lead Applicant 5](#_Toc475094143)

[1.3. Information on the other Applicants 5](#_Toc475094144)

[1.4. Summary of the Project 6](#_Toc475094145)

[2. Project Description 8](#_Toc475094146)

[2.1. Overall objective of the Project [Max 1500 characters] 8](#_Toc475094147)

[2.2. Specific objectives of the Project [Max 1500 characters] 8](#_Toc475094148)

[2.3. Logical framework matrix 8](#_Toc475094149)

[2.4. Indicators 9](#_Toc475094150)

[2.5. Description of the infrastructure component of the project 10](#_Toc475094151)

[3. Sustainability 11](#_Toc475094152)

[3.1. Dissemination, capitalisation and possibilities for replication and extension 11](#_Toc475094153)

[3.2. Preconditions and assumptions 11](#_Toc475094154)

[3.3. Detailed risk analysis and contingency plan 11](#_Toc475094155)

[3.4. Financial, institutional and environmental sustainability 11](#_Toc475094156)

[4. Work Plan 12](#_Toc475094157)

[4.1. Description of the activities 12](#_Toc475094158)

[4.2. Time plan 13](#_Toc475094159)

[4.3. Procurement plan 13](#_Toc475094160)

[5. Methodology, coordination among partners and communication 15](#_Toc475094161)

[5.1. Composition of the Partnership 15](#_Toc475094162)

[5.2. Arrangements among Partners 15](#_Toc475094163)

[5.3. Task distribution/identification of roles during the project implementation 15](#_Toc475094164)

[5.4. Description of the project management and implementation structure 15](#_Toc475094165)

[5.5. Organisational structure and the team proposed 15](#_Toc475094166)

[5.6. Project team 16](#_Toc475094167)

[5.7. Equipment, materials and supplies for the implementation of the Project 17](#_Toc475094168)

[5.8. Monitoring and evaluation arrangements 17](#_Toc475094169)

[5.9. Visibility and communication 17](#_Toc475094170)

[6. Relevance of the Project 19](#_Toc475094171)

[6.1. Relevance of the project to the Programme’s thematic objective/priority 19](#_Toc475094172)

[6.2. Territorial needs, problems and challenge of the target country/countries, region(s) and/or relevant sectors 19](#_Toc475094173)

[6.3. Analysis of the problems and needs the project’s addresses. 19](#_Toc475094174)

[6.4. Project’s approach in addressing the identified common problems and needs. 19](#_Toc475094175)

[6.5. Cross-border cooperation approach in achieving the project’s objectives and results 19](#_Toc475094176)

[6.6. Target groups and final beneficiaries. 19](#_Toc475094177)

[6.7. Analysis of the effects of the project on the cross-cutting issues 19](#_Toc475094178)

[6.8. Relevance of infrastructure component within the cross-border context 19](#_Toc475094179)

[6.9. Cross-border effect of the infrastructure component 19](#_Toc475094180)

[7. Budget share among Applicants 20](#_Toc475094181)

[8. Lead Applicant's Profile 21](#_Toc475094182)

[9. Applicant N’s Profile 23](#_Toc475094183)

[10. Checklist 24](#_Toc475094184)

[11. List of Annexes 25](#_Toc475094185)

[Annex 1. Declaration by the Lead Applicant 26](#_Toc475094186)

[Annex 2. Declaration by the Applicant 29](#_Toc475094187)

[Annex 3. State aid declaration for Applicants in Member States 31](#_Toc475094188)

[Annex 4. State aid declaration for Applicants in Ukraine 34](#_Toc475094189)

# General information

## Project identification

|  |  |
| --- | --- |
| **Reference of the call for proposals** |  |
| **Thematic objective[[1]](#footnote-1)** | *[Please choose and delete those which are not applicable]:*   * TO6 Environmental protection, climate change mitigation and adaptation * TO7 Improvement of accessibility to the regions, development of sustainable and climate-proof transport and communication networks and systems * TO8 Common challenges in the field of safety and security |
| **Programme priority[[2]](#footnote-2)** | *[Please choose and delete those which are not applicable]:*   * TO 6 - Priority 1: Sustainable use of the environment in the cross border area - preservation of natural resources, actions to reduce GHG emission and pollution of rivers * TO 7 - Priority 1: Development of transport infrastructure to improve the mobility of persons and goods * TO 7 - Priority 2: Development of ICT infrastructure and information sharing * TO 8: Priority 1: Support to joint activities for the prevention of natural and man-made disasters as well as joint action during emergency situations |
| **Project full title** |  |
| **Project acronym** | *[Please provide a unique abbreviation from key letters of the Project title which forms a pronounceable word]* |
| **Name of the Lead Applicant [in English] and country of registration[[3]](#footnote-3)** |  |
| **Applicant(s)[[4]](#footnote-4):** |  |

## Information on the Lead Applicant

Any change in the addresses, phone numbers, or e-mail, must be notified in writing to the Managing Authority. The Managing Authority will not be held responsible in the event that it cannot contact an Applicant

|  |  |
| --- | --- |
| **Name of the Lead Applicant [in English and in original language]** |  |
| **Legal status[[5]](#footnote-5)** |  |
| **Postal address** |  |
| **Telephone/fax**  **[Landline and mobile/ Country code + city code + number]** |  |
| **Email:** |  |
| **Contact person:**  **[please also add the email address of the contact person]** |  |
| **Website of the Lead Applicant** |  |

## Information on the other Applicants

|  |  |
| --- | --- |
| **Name of Applicant 1 [in English and in original language]** |  |
| **Country of registration of Applicant 1** |  |
| **Name of Applicant 2 [in English and in original language]** |  |
| **Country of registration of Applicant 2** |  |
| **Name of Applicant 3 [in English and in original language]** |  |
| **Country of Applicant 3** |  |
| *[Please add as many rows as Applicants planned to be involved in the implementation of the project]* |  |

## Summary of the Project

|  |  |
| --- | --- |
| **Location of the project activities** | *[Specify country(ies), territorial unit(s), area(s) or town(s) that will benefit from the Project]* |
| **Nature of the project[[6]](#footnote-6)** | *[Please select from the below]:*   * integrated project * symmetrical project |
| **Type of the action** | *[Please select from the below][[7]](#footnote-7)*   * Infrastructure * Soft with infrastructure component * Soft project |
| **Duration of the project[[8]](#footnote-8)** | *(In months]* |
| **Project overview**  [Please provide a short overview of the project, describing it in the style of a press release (please cover all the points below):   * the common challenge of the programme area you are jointly tackling in your project * the main objective of the project and the expected change your project will make to the current situation * the outputs and results of the project and who will benefit from them * the project approach you plan to take and its cross border character * what is innovative about it] | *Max 2000 characters* |
| **Planned total budget of the project** | …..EUR |
| **Requested EU contribution** | …..EUR |

# Project Description

Please describe your project idea while providing the following information:

## Overall objective of the Project [Max 1500 characters]

What is the main objective of the project and how does it link to the overall programme goal? How does it contribute to the programme specific objective?

## Specific objectives of the Project [Max 1500 characters]

Which are the specific objectives the project aims to achieve? Define max. 3 specific objectives of the project.

## Logical framework matrix

Please fill in the logframe matrix. Before filling it in, revise the relevant section in the Guideline[[9]](#footnote-9)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Intervention logic** | **Indicators** | **Sources and means of verification** | **Assumptions (must answer what other conditions must exist?)** |
| **Overall objective** | What are the problems and needs to which the Project will contribute? What is the overall objective? | What are the key indicators related to the overall objective? | What are the sources of information for these indicators? | What are other external factors necessary to sustain the objective on the long term?  **AND** |
| **Specific objectives**  **IF**  **THEN** | What are the specific objectives the Project intended to achieve to contribute to the overall objective? | Which indicators show that the objectives of the Project have been achieved? | What are the sources of information that exist or can be collected? What are the methods required to get this information? | Which factors and conditions outside the Applicant's responsibility are necessary to achieve that objective?  **AND** |
| **Expected outcomes**  **IF**  **THEN** | What are the expected outcomes? | What are the indicators to measure whether and to what extent the Project achieves the expected outcomes? | What are the sources of information for these indicators? | What external conditions must be met to obtain the expected outcomes on schedule?  **AND** |
| **Activities**  **IF Activities X, Y,Z** | What are the key activities (2-3 main) to be carried out and in what sequence in order to produce the expected outcomes? | What are the means required to implement these activities, e. g. personnel, equipment, training, studies, supplies, operational facilities, etc. | What are the sources of information about action progress? | What pre-conditions are required before the action starts? What conditions outside the Beneficiary's direct control have to be met for the implementation of the planned activities? |

## Indicators[[10]](#footnote-10)

Please provide a detailed list in the table below of the output and result indicators of the Project (the outputs are the products, goods and services which result from the Project’s funded activities; the results are the immediate advantages of carrying out the activities). All projects shall select at least one pre-defined output and one pre-defined result indicator from sections 4.7 and 4.8 of the Joint Operational Programme.

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Source of verification** | **Base value** | **Target value** |
| **Programme-level output indicators** | | | |
| *(name of the indicator]* |  |  |  |
| *(name of the indicator]* |  |  |  |
|  |  |  |  |
| **Programme-level result indicators** | | | |
| *(name of the indicator]* |  |  |  |
| *(name of the indicator]* |  |  |  |
|  |  |  |  |
| **Project specific output indicators** (e.g. number of reports written, number of seminars held, kilometres of riverbed cleaned, number of innovation centres opened) | | | |
| *(name of the indicator]* |  |  |  |
| *(name of the indicator]* |  |  |  |
| *(add as many rows as necessary]* |  |  |  |
| **Project specific result indicators** (e.g. number of regional policy changes, number of members of target group given additional training, percentage reduction of certain pollutants in a river system, number of new business start- ups) | | | |
| *(name of the indicator]* |  |  |  |
| *(name of the indicator]* |  |  |  |
| *(add as many rows as necessary]* |  |  |  |

## Description of the infrastructure component of the project

* + 1. **Readiness for implementation and information on preliminary activities**

Please provide information on project readiness for implementation and information on preliminary activities undertaken by the Applicants (permits, technical documentation and other relevant documents already obtained etc.). Please indicate separately the estimated time necessary to obtain those documents which have been requested but are still pending.

* + 1. **Technical description of the Project**

Please describe the technical concept of the investment, applicable technologies and possibly applied new technologies and their costs.

* + 1. **Detailed description of infrastructure component of the Project**

Please provide a detailed description of infrastructure component of the Project and also highlight its location and capacity building implications

# Sustainability

Please describe the Project from the sustainability point of view by ensuring detailed answers for the sections below.

## Dissemination, capitalisation and possibilities for replication and extension

Please describe a dissemination plan and possibilities for extension of the Project results (multiplier effects), clearly indicating any intended dissemination channel. Please also describe any capitalisation measures planned, e.g. how the applicants will encourage the creation of added value for the project and the Programme, by developing synergies with other projects, and ensure the dissemination of project results both beyond the project objectives and after the end of the project.

## Preconditions and assumptions

Please describe the main preconditions and assumptions during and after the implementation phase.

## Detailed risk analysis and contingency plan

Please describe the risks associated with each proposed activity, accompanied by relevant mitigation measures. A good risk analysis will include a range of risk types including physical, environmental, political, economic and social risks.

## Financial, institutional and environmental sustainability

Please explain how the action will be made sustainable after completion. This should include necessary follow-up activities, built-in strategies, ownership, communication plan, etc. Distinguish between three types of sustainability:

* Institutional sustainability: structures that would allow the results of the action to continue to be in place after the end of the action, capacity building, agreements and local ‘ownership’ of action outcomes.
* Environmental sustainability: impact of the Project on the environment to avoid negative effects.
* Financial sustainability: financing of follow-up activities, sources of revenue for covering all future operating and maintenance costs.
  1. **Sustainability and capacity building related to the infrastructure component of the project**
     1. **Sustainability of the infrastructure component**

Please describe the sustainability of the infrastructure component, in particular during the five years following project closure, where the project cannot be subject to a substantial change affecting its nature, objectives or implementation conditions which would result in undermining its original objectives, in accordance with article 39.3 of ENI CBC IR.

# 4. Work Plan

## 4.1. Description of the activities

Please provide adequate information on your planned Project activities and sub-activities by filling in the table below. Give as detailed information as it is possible regarding every activity and sub-activity the project plans to do. Description of certain activity and sub-activity shall include information on the implementation from technical and management point of view.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Number and title of activity | Corresponding budget lines | Detailed description of the activity and sub-activity until a very concrete level | Expected output and contribution to Programme priority | Specification of related works, supplies of services | Description of role of the Lead Applicant and other Applicants |
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## 4.2. Time plan

Please choose the right section of the table for your project proposal (for ex. Projects lasting 12 months are required in first column; projects with planned implementation period of less than 24 months but more than 12 months are falling into first and second column). Please, indicate planned activities according their planned timely implementation. Please use the same numbers of activities as in section 2

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Activity | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | Y E A R 1 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | Y E A R 2 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | Y E A R 3 |
| 1. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 7. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 8. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 9. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 10. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 11. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 12. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 13. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 14. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 15. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 16. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 17. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 18. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 19. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 20. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 12 months project | | | | | | | | | | | |  | Projects up to 24 months | | | | | | | | | | | |  | Projects up to 36 months | | | | | | | | | | | |  |

## 4.3. Procurement plan

One Procurement Plan should be prepared for the whole project and contain information for each beneficiary for the whole project implementation period.

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **No** | **Applicant/ country** | **Type of contract (services, supplies, works). Description of items to be purchased (except for direct award procedures)** | **Month of planned announcement of the procurement** | **Estimated date of award** | **Duration of the implementation of the contract.** | **Budget**  **line(s)** | **Value of the contract (EUR)** | **The title of the selected procurement procedure in English and if applicable, in the national language** | **Justification:**   * How the selected procedure corresponds to the procurement procedures; * Reference to the applicable national legal acts and articles; * How the of origin shall be ensured for purchases over 100.000€; * In case of split of procurement, provide justification for such split; * In case of split of procurement procedure into lots, provide number and title of lots |
| **Implementation year 1** | | | | | | | | | |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **Implementation year 2** | | | | | | | | | |
|  |  |  |  |  |  |  |  |  |  |
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| **Implementation year 3** | | | | | | | | | |
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# Methodology, coordination among partners and communication

Please describe in detail the following sections.

## Composition of the Partnership

Please describe the organisations which are building the partnership, experience and capacities of each Applicant organisation in the Project specific area and explain how the composition of the Partnership contributes to the achievement of the Project objectives. [Max 4000 characters]

## Arrangements among Partners

Please note that each project shall designate one lead beneficiary for representing the partnership; all beneficiaries shall actively cooperate in the development and implementation of projects. In addition, they shall cooperate in the staffing and financing of projects. Each beneficiary shall be legally and financially responsible for the activities that it is implementing and for the share of the EU funds that it receives. The specific obligations as well as the financial responsibilities of the beneficiaries shall be laid down in the partnership agreement (as Annex to Grant Contract).

## Task distribution/identification of roles during the project implementation

Please describe the roles of all Partners during implementation of the Project and distribution of tasks among Partners taking into account the specifics of the CBC cooperation: joint development, joint implementation and joint staffing.

## Description of the project management and implementation structure

Please provide a description on how the Lead Applicant plans to manage the Project in term of appointed project team (number of involved people from each Applicant, their experience and professional involvement). Please explain how in terms of management, are the Applicants going to apply already established or newly developed management practices, how are the Applicants going to handle changes during implementation, e.g. partner change, activity update, organisational/personal changes, legislation.

## Organisational structure and the team proposed

Please describe the organisational structure and the team proposed for the implementation of the Project by function (there is no need to include the names of individuals).

## Project team

Please list the project team and add the CVs of the key permanent staff which will be involved in the Project implementation (use the following CV template: <http://europass.cedefop.europa.eu/sites/default/files/cvtemplate_6.doc>).

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Proposed position** | **Name of expert** | **Years of experience** | **Age** | **Educational background** | **Specialist areas of knowledge** | **Experience in beneficiary country** | **Languages and degree of fluency (Very Good, Good, Weak)** |
|  |  |  |  |  |  |  |  |
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## Equipment, materials and supplies for the implementation of the Project

Please describe the main means proposed for the implementation of the Project (equipment, materials and supplies to be acquired or rented).

## Monitoring and evaluation arrangements

Please describe the Project internal monitoring and evaluation arrangements (internal procedures of the Applicants’ organisations can be applied).

## Visibility and communication

Please describe the planned activities in order to ensure the visibility of the Project and the contribution of the EU to its funding by filing-in the Communication Plan below.

* 1. **Communication Plan Template**

|  |  |
| --- | --- |
| Project title |  |
| Project objectives |  |
| General communication objectives  Please indicate the general communication objectives, e.g. creating awareness, shaping attitudes, changing opinion, imparting knowledge etc. The communications objectives should be clearly defined, detailed, achievable and measurable. |  |
| Target audiences  Please indicate specific groups of stakeholders which will be targeted by the communication activities. |  |
| Specific communication objective for each target audience  Please indicate a communication objective for each target audience. |  |
| Messages for each target audience  A message is a simple and clear idea that acts as a guiding principle for all communication tools. |  |
| Communication tools  Please indicate what kind of communication activities do you plan, e.g. website, social media, campaigns, press events, public events, information materials, advertising etc. |  |
| Calendar of communication activities  The communication activities should be planned according to the project logic and activities. |  |
| Output and result indicators for communication activities  Please indicate what are the quantitative and qualitative indicators, e.g. for outputs – number and tone of press articles/TV news, number of events; for result – number of readers/viewers, number of participants etc. |  |
| Financial and human resources (in-house and subcontracting)  Please indicate which communication activities will be implemented by the project team and which will be subcontracted, including the planned budget for communication activities. |  |

# 6. Relevance of the Project

Please provide adequate information about your project proposal while providing the needed information for each section. Please elaborate your answers in maximum 1500 characters.

## Relevance of the project to the Programme’s thematic objective/priority

Please describe the relevance of the project to the thematic objective and priority selected.

## Territorial needs, problems and challenge of the target country/countries, region(s) and/or relevant sectors

Please specify the situation for the territories participating in the project.

## Analysis of the problems and needs the project’s addresses.

Please provide an analysis of the problems and needs justifying the project, taking into account the Programme strategy and its expected contribution to address the corresponding priority as well as the contribution to the relevant national/regional policies and strategies.

## **Project’s approach in addressing the identified common problems and needs**.

Please describe what solutions would be developed during the project and what is its added value.

## **Cross-border cooperation** approach in achieving the project’s objectives and results

Please explain why the project objectives and outcomes cannot be efficiently reached acting only on a national/regional/local level and/or describe what would be the impact of the cross border cooperation.

## Target groups and final beneficiaries.

Please define the target groups and final beneficiaries of the project, focusing on their description as well as on their needs

## Analysis of the effects of the project on the cross-cutting issues

Please provide an Analysis of the effects of the project on the cross-cutting issues (democracy and human rights, environmental sustainability, gender equality and HIV/AIDS; marginalised communities).

## Relevance of infrastructure component within the cross-border context

Please describe the reason why you consider the particular infrastructure component to be financed from CBC aid/source.

## Cross-border effect of the infrastructure component

Please describe the cross-border effect of the infrastructure component.

* 1. **Avoiding double financing**
     1. Please provide information if the same Project proposal was submitted to the Romania-Ukraine ENI CBC Programme 2014-2020. Also stipulate if some activities are the same, even if the proposal is not identical.
     2. Please provide information if the same Project proposal or a proposal with the same activities has overlapping with other projects or was submitted to other Programmes, e.g.. Poland-Belarus-Ukraine ENI CBC Programme 2014-2020, Hungary-Romania INTERREG V-A Cooperation Programme, Slovakia-Hungary INTERREG V-A Cooperation Programme.

# Budget share among Applicants

Please provide general information about the budget share among Applicants, the detailed budget will be attached as Annex.

|  |  |  |
| --- | --- | --- |
| Name of Applicant[[11]](#footnote-11) | |  |
| Country | |  |
| Total budget | |  |
| ENI contribution[[12]](#footnote-12) (minimum 50% and maximum 90% of the total eligible costs of the Applicant) | |  |
| Own contribution or contribution from other sources (minimum 10% of the total eligible costs of the Applicant) | Own contribution (minimum 5% of the total eligible costs of the Applicant in case of Applicants from Member States and minimum 10% in case of Applicants from Ukraine) |  |
| State contribution (maximum 5% of the total eligible costs of the Applicant funded from the state budget as national co-financing in Member States) |  |
| Other contributions (sources other than the European Community budget or the European Development Fund) |  |

# Lead Applicant's Profile

|  |  |
| --- | --- |
| Name of the organisation in EN |  |
| Name in original language |  |
| Nationality |  |
| Legal Status |  |
| Organisation ID |  |
| Postal address |  |
| Contact person |  |
| Contact person's availability (email; phone) |  |

Experience with similar projects

Please indicate max. 5 relevant projects implemented by the Lead Applicant's organisation and funded under EU or governmental programmes.

|  |  |
| --- | --- |
| Name of the Programme |  |
| Title of project |  |
| Sector |  |
| Location of the project |  |
| Total budget |  |
| Managed budget |  |
| Role in the Project |  |
| Project duration |  |
| Short description of the project (max. 500 characters) | |

Financial capabilities of the Lead Applicant organisation.

Figures to be included in the simplified financial statement shall refer to the latest available balance sheet and profit and loss account (attachments to the Application Form) which have been audited and approved by the organisation's stakeholders and/or delivered to the relevant tax authorities.

|  |  |  |  |
| --- | --- | --- | --- |
| Simplified financial statement | | | |
| 1.. | Closing date of the last financial year |  | |
| 2.. | Duration of the last financial (months) |  | |
| 3.. | Exchange rate at the closing date of the last financial year |  | |
| Balance sheet | | Currency | EUR |
| 4.. | Net fix assets |  |  |
| 5.. | Current assets (maturity less than one year) |  |  |
| 6.. | Cash and cash equivalents |  |  |
| Total assets | |  |  |
| 7.. | Capital including reserves (excluding capitalised subsidies) |  |  |
| 8.. | Capitalised subsidies |  |  |
| 9.. | Provisions |  |  |
| 10.. | Long term debt (maturity above one year) |  |  |
| 11.. | Current liabilities (maturity less than one year) |  |  |
| Total liabilities and capital including reserves and subsidies | |  |  |
|  | | | |
| Profit and loss account | | Currency | EUR |
| 12.. | Total revenues (excluding incomes from subsidies) |  |  |
| 13.. | Incomes from subsidies |  |  |
| 14.. | Personnel costs |  |  |
| 15.. | Other operating costs |  |  |
| Operating profit | |  |  |
| 16.. | Net financial income/charges |  |  |
| 17.. | Net extraordinary items |  |  |
| 18.. | Taxes on profit |  |  |
| Profit/loss for the period | |  |  |

# Applicant N’s Profile

|  |  |
| --- | --- |
| Name of the organisation in EN |  |
| Name of the organisation in original language |  |
| Nationality |  |
| Legal Status |  |
| Organisation ID |  |
| Postal address |  |
| Contact person |  |
| Contact person's availability (email; phone) |  |

Experience with similar projects

Please indicate max. 5 relevant projects implemented by the Applicant's organisation and funded under EU or governmental programmes.

|  |  |
| --- | --- |
| Name of the Programme |  |
| Title of project |  |
| Sector |  |
| Location of the project |  |
| Total budget |  |
| Managed budget |  |
| Project duration |  |
| Short description of the project (max. 500 characters) | |

Financial capabilities of the Applicant organisation.

Please provide information on the financial operation of the organisations listed as members of Partnership. All indicated information in the current section needs to be in harmony with the enclosed balance sheet of the last year of operation. Awarded de minimis grant in current and the previous two financial years (EUR)

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | Currency | EUR |
|  | Net fix assets |  |  |
|  | Current assets (maturity less than one year) |  |  |
|  | Cash and cash equivalents |  |  |
|  | Capital including reserves (excluding capitalised subsidies) |  |  |
|  | Total revenues (excluding incomes from subsidies) |  |  |
|  | Incomes from subsidies |  |  |
|  | Personnel costs |  |  |
|  | Other operating costs |  |  |

# Checklist

Before sending your proposal, please check that each of the following criteria have been met in full and tick them off.

|  |  |  |
| --- | --- | --- |
|  | Yes | No |
| 1. The correct grant application form has been used. |  |  |
| 1. The proposal is typed and is in English. |  |  |
| 1. An electronic version of the proposal is enclosed. |  |  |
| 1. The letters of support from the relevant regional authorities are enclosed. |  |  |
| 1. The Lead Applicant has completed, signed and included the Declaration by the Lead Applicant. |  |  |
| 1. All Applicants have completed and signed the Declaration(s) by the Applicant(s) and they are enclosed. |  |  |
| 1. The legal entity form is completed, signed and enclosed. |  |  |
| 1. The financial identification form is completed, signed and enclosed. |  |  |
| 1. The budget of the project and the financial plan are enclosed, presented in the format requested, and stated in EUR. |  |  |
| 1. The state aid declarations are completed, signed and enclosed. |  |  |
| 1. Copy of the Lead Applicant’s and all the Applicants’ approved and audited annual accounts for the last two financially closed years are enclosed. |  |  |
| 1. The Statutes or Articles of association of the Lead Applicant organisation in original language accompanied with brief English summary are enclosed |  |  |
| 1. The Statutes or Articles of association of each Applicant organisation in original language accompanied with brief English summary are enclosed |  |  |
| 1. The original specimen of signature of the legally authorized representative of the Lead Applicant organisation issued by a public notary is enclosed |  |  |
| 1. The infrastructure related attachments (A detailed description of the infrastructure investment and its location, full feasibility study or equivalent, environmental impact assessment, evidence of ownership, project technical documentation, building permit etc.) are enclosed. |  |  |
| 1. One original and as many copies as the number of countries involved in the Partnership but not less than 2 copies of the Application are enclosed. |  |  |

# List of Annexes

The following document must be signed by legal representatives and enclosed to the Grant Application Form.

1. Declaration by the Lead Applicant
2. Declaration(s) by the Applicant(s)
3. State aid declaration (MS)[[13]](#footnote-13)
4. State aid declaration (UA)[[14]](#footnote-14)
5. Legal entity form (sample provided[[15]](#footnote-15),[[16]](#footnote-16))
6. Financial identification form (sample provided[[17]](#footnote-17))

# Annex 1. Declaration by the Lead Applicant

|  |  |
| --- | --- |
| **Project title** |  |
| **Acronym** |  |

I, the undersigned, being the legally authorised representative of <name of the organisation>, the Lead Applicant, in the context of the present Call for Proposals, hereby declare the following:

By signing the present Declaration, I certify that the organisation I legally represent:

* has the sources of financing specified in the Grant Application Form;
* has sufficient financial capacity to carry out the proposed Project;
* certifies the legal statues of the Lead Applicant reported in the Grant Application Form;
* has the professional competences and qualifications specified in the Grant Application Form;
* undertakes to comply with the obligations foreseen in the Grant Application Form and with the principles of good partnership practice;
* is directly responsible for the preparation, management and implementation of the entire Project with other Applicant(s);
* is not in any of the situations excluding it from participating in contracts which are listed in Article 106(1) and Article 107 of Regulation (EU, Euratom) No 966/2012. Furthermore, it is recognised and accepted that if the Lead Applicant participates in spite of being in any of these situations, it may be excluded from other procedures;
* has fulfilled all repayment obligations (if any) in Hungary-Slovakia-Romania-Ukraine ENPI CBC Programme 2007-2013 irrespectively from its nature (i.e. irregularity, unduly paid etc.);
* has not attempted and does not attempt to obtain confidential information or to influence the Joint Monitoring Committee, the Managing Authority, the National Authorities, the Joint Technical Secretariat or the Branch Offices during the evaluation process of the current or a previous Call for Proposals of the Hungary-Slovakia-Romania-Ukraine ENPI/ENI CBC Programmes;
* is in a position to deliver immediately, upon request, the supporting documents stipulated in the Guidelines for applicants;
* is eligible in accordance with the criteria set out in the Guidelines for Applicants;
* agrees on and accepts all the conditions stated in the relevant documents of the Application Package (Call for Proposals, Guidelines for Applicants, Grant Contract, Partnership Agreement, etc.);
* if selected to be awarded a grant, the Lead Applicant accepts the contractual conditions as laid down in the Grant Contract;
* is aware of its obligation and agrees to sign a Partnership Agreement with the Beneficiary/ies as a prior condition for the signature of the Grant Contract between the Managing Authority and the Lead Beneficiary;
* if selected to be awarded a grant, the Lead Applicant is in a position to deliver, upon request and within the set deadline, any supporting documents necessary for concluding the Grant Contract.

I declare that the part of the present Project application planned to be implemented by the organisation I represent does not receive funding from other EU, national or international financial sources. I am fully aware of the obligation to inform without delay the Managing Authority to which this application is submitted if the same application for funding submitted to other EU programmes has been approved after the submission of this Project application.

I agree that the organisations of the implementing structure of the Hungary-Slovakia-Romania-Ukraine ENPI CBC Programme may

1. collect data and information necessary for the processing of the Application and, with the help of own or acquired automated data processing systems, may handle, use, transmit and delete relevant data;
2. consult and contract third parties, bound by a pledge of secrecy, for the evaluation of the project proposal and the annexed documents;
3. if necessary, share data included in the application with organisations responsible for the national level co-ordination;
4. for the purposes of safeguarding the EU’s financial interests, transfer our personal data to internal audit services, to the Early Detection and Exclusion System, to the European Court of Auditors, to the Financial Irregularities Panel or to the European Anti-Fraud Office.

I, by submitting the Application to the present Call for Proposals, duly consent to the fact that the Data Manager (Prime Minister’s Office of Hungary) and the Technical Data Processor (Széchenyi Programme Office Non-profit Llc.) will manage all the personal data included in the Application and provided in the contracting or project implementation phase, in particular with regard to the data managed in the Monitoring and Information System. Hungarian Act CXII of 2011 on the Right to informational self-determination and on the freedom of information shall apply to the protection of personal data and to the disclosure of information of public interest.

I, the legally authorised representative of the organisation, certify with my signature that the data and statements provided in this Declaration are complete, correct and actual, furthermore that the provisions of the relevant Call for Proposals and the Application package have been noted and respected and that all copies enclosed with the Application correspond to the original documents.

I acknowledge that if the declarations or information provided prove to be false we may be subject to rejection from this procedure and to administrative sanctions in the form of exclusion and financial penalties representing 2 % to 10 % of the total estimated value of the grant being awarded and that this information may be published on the Commission website.

Any relevant changes to the data provided are subject to immediate notification by the Lead Applicant.

|  |  |
| --- | --- |
| **Signature and stamp** |  |
| **Name** |  |
| **Position within the organisation** |  |
| **Organisation** |  |
| **Date and place** |  |

# Annex 2. Declaration by the Applicant

|  |  |
| --- | --- |
| **Project title** |  |
| **Acronym** |  |

I, the undersigned, being the legally authorised representative of <name of the organisation>, the Applicant in the proposed Project, in the context of the present Call for Proposals, hereby declare the following:

By signing the present Declaration, I certify that the organisation I legally represent:

1. has the adequate legal, financial and operational capacity to complete the proposed project including the capacity of co-financing;
2. has read the project Application and undertakes to comply with the obligations foreseen in the Grant Application Form and with the principles of good partnership practice;
3. agrees on and accepts all the conditions stated in the relevant documents of the Application Package (Call for Proposals, Guidelines for Applicants, Grant Contract, Partnership Agreement, etc.);
4. understood what its respective obligations under the Grant Contract will be if the grant is awarded. The Applicant authorises the Lead Applicant to sign the Grant Contract with the Managing Authority and to represent it in all dealings with the Managing Authority in the context of the Project's implementation;
5. is aware of its obligation and agrees to sign a Partnership Agreement with the Lead Beneficiary and other Beneficiaries (if any) as a prior condition for the signature of the Grant Contract between the Managing Authority and the Lead Beneficiary;
6. has acknowledged that Beneficiary(ies) also bear financial responsibility for the funds;
7. is not in any of the situations excluding it from participating in contracts which are listed in Article 106(1) and Article 107 of Regulation (EU, Euratom) No 966/2012. Furthermore, it is recognised and accepted that if the Applicant participates in spite of being in any of these situations, it may be excluded from other procedures;
8. has fulfilled all repayment obligations (if any) in Hungary-Slovakia-Romania-Ukraine ENPI CBC Programme 2007-2013 irrespectively from its nature (i.e. irregularity, unduly paid etc.);
9. has not attempted and does not attempt to obtain confidential information or to influence the Joint Monitoring Committee, the Managing Authority, the National Authorities, the Joint Technical Secretariat or the Branch Offices during the evaluation process of the current or a previous Call for Proposals of the Hungary-Slovakia-Romania-Ukraine ENPI/ENI CBC Programmes;
10. is eligible in accordance with the criteria set out in the Guidelines for Applicants.

I declare that the part of the present Application planned to be implemented by the organisation I represent does not receive funding from other EU, national or international financial sources.

I agree that the organisations of the implementing structure of the Hungary-Slovakia-Romania-Ukraine ENPI CBC Programme may

1. collect data and information necessary for the processing of the Application and, with the help of own or acquired automated data processing systems, may handle, use, transmit and delete relevant data;
2. consult and contract third parties, bound by a pledge of secrecy, for the evaluation of the project proposal and the annexed documents;
3. if necessary, share data included in the application with organisations responsible for the national level co-ordination;
4. for the purposes of safeguarding the EU’s financial interests, transfer our personal data to internal audit services, to the Early Detection and Exclusion System, to the European Court of Auditors, to the Financial Irregularities Panel or to the European Anti-Fraud Office.

I, by submitting the Application to the present Call for Proposals, duly consent to the fact that the Data Manager (Prime Minister’s Office of Hungary) and the Technical Data Processor (Széchenyi Programme Office Non-profit Llc.) will manage all the personal data included in the Application and provided in the contracting or project implementation phase, in particular with regard to the data managed in the Monitoring and Information System. Hungarian Act CXII of 2011 on the Right to informational self-determination and on the freedom of information shall apply to the protection of personal data and to the disclosure of information of public interest.

I, the legally authorised representative of the organisation, certify with my signature that the data and statements provided in this Declaration are complete, correct and actual, furthermore that the provisions of the relevant Call for Proposals and the Application package have been noted and respected and that all copies enclosed with the Application correspond to the original documents. Any relevant changes to the data provided are subject to immediate notification by the Lead Applicant.

|  |  |
| --- | --- |
| **Signature and stamp** |  |
| **Name** |  |
| **Position within the organisation** |  |
| **Organisation** |  |
| **Date and place** |  |

# Annex 3. State aid declaration for Applicants in Member States

|  |  |
| --- | --- |
| **Project title** |  |
| **Name of the Applicant** |  |
| **Country** |  |

Definition of state aid in accordance with Article 107(1) of the Treaty on the Functioning of the European Union: “*Save as otherwise provided in the Treaties, any aid granted by a Member State or through State resources in any form whatsoever which distorts or threatens to distort competition by favouring certain undertakings or the production of certain goods shall, in so far as it affects trade between Member States, be incompatible with the internal market. Derogations are set out in Article 107 (2) and (3)*”.

State aid rules apply only to measures that satisfy all of the criteria listed in Article 107(1) of the Treaty, and in particular the following criteria below.

|  |  |  |
| --- | --- | --- |
| **Criteria for aid to applicant** | **Relevant for Applicant**  (Yes/No) | **Comments**  (if No, please specify) |
| **The recipient is an undertaking**  The recipient of the aid is an “undertaking”, which is carrying out an economic activity regardless of their legal status and regardless of whether they aim to make a profit or not. |  |  |
| **Transfer of state resources**  State aid rules cover only measures involving a transfer of State resources (including national, regional or local authorities, public banks and foundations, etc.). | YES |  |
| **Granting of an advantage**  Aid (directly or indirectly) distorts or threatens to distort competition (all advantages have to be taken into account). The aid should constitute an economic advantage that the undertaking would not have received in the normal course of business. |  |  |
| **Selectivity of the measure**  Aid favours certain undertakings or the production of certain goods. | YES |  |
| **Possible distortion of competition between between Member States**  Aid affects trade between Member States because the concerned activities are open to competition in various Member States. |  |  |
| Result | | |
| Support to be received is state aid relevant (ex-ante estimate): | Yes/No |  |
| If yes, please specify the individual activities concerned and cost per activities: |  |  |
| Please indicate the measures used to manage the state aid in the concerned activities: |  |  |
| Further comments or suggestions: |  |  |

In case of the “indirect State aid” the project Beneficiary grants State aid to other undertakings outside the project.

|  |  |  |
| --- | --- | --- |
| **Criteria for indirect aid** | **Relevant for target groups and final beneficiaries**  (Yes/No) | **Comments**  (if No, please specify) |
| **The recipient is an undertaking**  The recipient of the aid is an “undertaking”, which is carrying out an economic activity regardless of their legal status and regardless of whether they aim to make a profit or not. |  |  |
| **Transfer of state resources**  State aid rules cover only measures involving a transfer of State resources (including national, regional or local authorities, public banks and foundations, etc.). | YES |  |
| **Granting of an advantage**  Aid (directly or indirectly) distorts or threatens to distort competition (all advantages have to be taken into account). The aid should constitute an economic advantage that the undertaking would not have received in the normal course of business. |  |  |
| **Selectivity of the measure**  Aid favours certain undertakings or the production of certain goods. | YES |  |
| **Possible distortion of competition between between Member States**  Aid affects trade between Member States because the concerned activities are open to competition in various Member States. |  |  |
| Result | | |
| Support to be received is state aid relevant (ex-ante estimate): | Yes/No |  |
| If yes, please specify the individual activities concerned and cost per activities: |  |  |
| Please indicate the measures used to manage the state aid in the concerned activities: |  |  |
| Further comments or suggestions: |  |  |

**De minimis[[18]](#footnote-18)**

the institution I represent and all other entities belonging to the same company group as my institution have not received any contribution falling under the *de minimis* Regulation during the previous three fiscal years (this being the current fiscal year and the previous two fiscal years);

the institution I represent and all other entities belonging to the same company group as my institution have received the following contribution(s) falling under the *de minimis* Regulation during the previous three fiscal years (this being the current fiscal year and the previous two fiscal years):

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Fiscal Year** | **Date of receipt of de minimis** | **Country which granted the *de minimis* aid** | **Organisation providing**  **the *de minimis* aid** | **Amount of the**  ***de minimis* aidin EUR** |
| *<n-2>* |  |  |  |  |
| *<n-1>* |  |  |  |  |
| *<n>* |  |  |  |  |

Place and date:

Signature and stamp

Name of the statutory representative

Name of the organisation

# Annex 4. State aid declaration for Applicants in Ukraine

|  |  |
| --- | --- |
| Project title |  |
| Name of the Applicant |  |
| Country |  |

Definition of state aid in accordance with Article 262 of Chapter 10 of Title IV of the EU-Ukraine Association Agreement:

1. *“Any aid granted by Ukraine or the Member States of the European Union through state resources which distorts or threatens to distort competition by favouring certain undertakings or the production of certain goods is incompatible with the proper functioning of this Agreement insofar as it may affect trade between the Parties.*
2. *However the following shall be compatible with the proper functioning of the agreement:*
3. *aid having a social character, granted to individual consumers, provided that such aid is granted without discrimination related to the origin of the products concerned;*
4. *aid to make good the damage caused by natural disasters or exceptional occurrences.*
5. *Moreover, the following may be considered compatible with the proper functioning of this Agreement:*
6. *aid to promote the economic development of areas where the standard of living is abnormally low or where there is serious underemployment;*
7. *aid to promote the execution of an important project in the common European interest[[19]](#footnote-19) or to remedy a serious disturbance in the economy of one of the Member States of the European Union or Ukraine;*
8. *aid to facilitate the development of certain economic activities or of certain economic areas where such aid does not adversely affect trading conditions contrary to the interests of the Parties;*
9. *aid to promote culture and heritage conservation where such aid does not adversely affect trading conditions contrary to the interests of the Parties;*
10. *aid to achieve objectives allowed under the EU horizontal block exemption regulations and horizontal and sectoral state aid rules granted in line with the conditions set out therein;*
11. *aid for investment to comply with the mandatory standards of the EU directives listed in Annex XXIX to Chapter 6 (Environment) of Title V of this Agreement, within the implementation period provided for therein, and involving adaptation of plant and equipment to meet the new requirements, can be authorised up to the level of 40 % gross of the eligible costs.”*

State aid rules apply only to measures that satisfy all of the criteria listed Chapter 10 of Title IV of the EU-Ukraine Association Agreement, and in particular the following criteria below.

|  |  |  |
| --- | --- | --- |
| **Criteria for aid to applicant** | **Relevant for Applicant**  (Yes/No) | **Comments**  (if No, please specify) |
| **The recipient is an undertaking**  The recipient of the aid is an “undertaking”, which is carrying out an economic activity regardless of their legal status and regardless of whether they aim to make a profit or not. |  |  |
| **Transfer of state resources**  State aid rules cover only measures involving a transfer of State resources (including national, regional or local authorities, public banks and foundations, etc.). | YES |  |
| **Granting of an advantage**  Aid (directly or indirectly) distorts or threatens to distort competition (all advantages have to be taken into account). The aid should constitute an economic advantage that the undertaking would not have received in the normal course of business. |  |  |
| **Selectivity of the measure**  Aid favours certain undertakings or the production of certain goods. | YES |  |
| **Possible distortion of competition between Member States and Ukraine**  Aid affects trade between Member States and Ukraine because the concerned activities are open to competition in various Member States and in Ukraine. |  |  |
| **According to Article 262** of the EU-Ukraine Association Agreement **the aid is incompatible with the proper functioning of the Association Agreement.** |  | (If no, please specify based on which point(s) of Article 262 of the EU-Ukraine Association Agreement it is compatible with the proper functioning of the Agreement:  262.2 a, b,  263.3 a, b, c, d, e, f,) |
| Result | | |
| Support to be received is state aid relevant (ex-ante estimate): | Yes/No |  |
| If yes, please specify the individual activities concerned and cost per activities: |  |  |
| Please indicate the measures used to manage the state aid in the concerned activities: |  |  |
| Further comments or suggestions: |  |  |

In case of the “indirect State aid” the project Beneficiary grants State aid to other undertakings outside the project.

|  |  |  |
| --- | --- | --- |
| **Criteria for indirect aid** | **Relevant for target groups and final beneficiaries**  (Yes/No) | **Comments**  (if No, please specify) |
| **The recipient is an undertaking**  The recipient of the aid is an “undertaking”, which is carrying out an economic activity regardless of their legal status and regardless of whether they aim to make a profit or not. |  |  |
| **Transfer of state resources**  State aid rules cover only measures involving a transfer of State resources (including national, regional or local authorities, public banks and foundations, etc.). | YES |  |
| **Granting of an advantage**  Aid (directly or indirectly) distorts or threatens to distort competition (all advantages have to be taken into account). The aid should constitute an economic advantage that the undertaking would not have received in the normal course of business. |  |  |
| **Selectivity of the measure**  Aid favours certain undertakings or the production of certain goods. | YES |  |
| **Possible distortion of competition between Member States and Ukraine**  Aid affects trade between Member States and Ukraine because the concerned activities are open to competition in various Member States and in Ukraine. |  |  |
| **According to Article 262** of Chapter 10 of Title IV of the EU-Ukraine Association Agreement **the aid is incompatible with the proper functioning of the Association Agreement.** |  | (If no, please specify based on which point(s) of Article 262 of the EU-Ukraine Association Agreement it is compatible with the proper functioning of the Agreement:  262.2 a, b,  263.3 a, b, c, d, e, f,) |
| Result | | |
| Support to be received is state aid relevant (ex-ante estimate): | Yes/No |  |
| If yes, please specify the individual activities concerned and cost per activities: |  |  |
| Please indicate the measures used to manage the state aid in the concerned activities: |  |  |
| Further comments or suggestions: |  |  |

Place and date:

Signature and stamp

Name of the statutory representative

Name of the organisation

1. Section 1.3 of the Guidelines for Applicants [↑](#footnote-ref-1)
2. Section 1.3 of the Guidelines for Applicants [↑](#footnote-ref-2)
3. Section 2.1.2 (a) in the Guidelines for Applicants [↑](#footnote-ref-3)
4. Section 2.1.2 (c) in the Guidelines for Applicants [↑](#footnote-ref-4)
5. Section 2.1.1 (1) in the Guidelines for Applicants. The statutes must make it possible to ascertain that the organisation was set up by an act governed by the national law of the country concerned (Hungary, Slovakia, Romania and Ukraine). In this respect, any legal entity whose statutes have been established in another country cannot be considered as an eligible local organisation [↑](#footnote-ref-5)
6. Section 2.1.3 (c) in the Guidelines for Applicants: the projects can be either integrated (where each partner carries out a part of the activities of the joint action on its own territory) or symmetrical (where similar activities are carried out in parallel in the eligible territory of two or more countries) [↑](#footnote-ref-6)
7. Infrastructure refers to a set of works, activities or services intended to produce physical assets such as roads, bicycle lanes, bridges, buildings (e.g.: rehabilitation of a bridge or building 3 km of bicycle lanes). Soft with infrastructure component comprises of a mixture of works, activities and services that include both non-physical and physical assets (e.g. new rules, policies or training for emergency intervention together with rehabilitation of a building that would host the intervention team and equipment). Soft: a project in which the project’s activities produce results that are not necessary tangible. A soft project starts with an idea and results in specific accomplishments that are distinguished from the initial situation (e.g: capacity building, sharing best practice, setting up a network, writing a research, etc.) [↑](#footnote-ref-7)
8. Section 2.1.3 in the Guidelines for Applicants [↑](#footnote-ref-8)
9. The horizontal logic of intervention should follow a “If-then AND the assumptions are true THEN outcomes can be produced; IF outcomes are produced AND assumptions are met, THEN the specific causality”: E.g: IF the activities are undertaken objectives will be achieved; and IF the specific objective are achieved AND assumption are met THEN this should contribute towards the overall objective. [↑](#footnote-ref-9)
10. Section 2.6.1 in the Guidelines for Applicants [↑](#footnote-ref-10)
11. Please fill in the whole block as many times as many Applicants planned to be involved in the implementation of the project [↑](#footnote-ref-11)
12. Projects are strongly recommended to apply the same percentage by each Applicant and at the level of the project. [↑](#footnote-ref-12)
13. Declaration on State aid has to be filled in and signed by each Applicant (separately) including Lead Applicant as well. [↑](#footnote-ref-13)
14. Declaration on State aid has to be filled in and signed by each Applicant (separately) including Lead Applicant as well.. [↑](#footnote-ref-14)
15. http://ec.europa.eu/budget/library/contracts\_grants/info\_contracts/legal\_entities/legEnt\_public\_en.pdf [↑](#footnote-ref-15)
16. http://ec.europa.eu/budget/library/contracts\_grants/info\_contracts/legal\_entities/legEnt\_privComp\_en.pdf [↑](#footnote-ref-16)
17. http://ec.europa.eu/budget/library/contracts\_grants/info\_contracts/financial\_id/fich\_sign\_ba\_gb\_en.pdf [↑](#footnote-ref-17)
18. Based on Commission Regulation (EU) No 1407/2013 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to de minimis aid [↑](#footnote-ref-18)
19. For the purposes of this provision, the common European interest shall encompass the common interest of the Parties. [↑](#footnote-ref-19)