



**GAL XLOKK FOUNDATION**

269, Main Street,  
Qormi. QRM 1107. Malta.

Telephone: (+) 356 – 2099 8008

Email: [info@galxlokk.com](mailto:info@galxlokk.com)

Website: [www.galxlokk.com](http://www.galxlokk.com)

Facebook Page: [Gal XLOKK Foundation](https://www.facebook.com/GalXLOKKFoundation)

Application Form

***Measure 4: Development of Green Infrastructure***

**The Rural Development Programme for Malta 2014 - 2020**



LEADER

European Agricultural Fund for Rural Development (EAFRD)  
Co-financing rate: 75% EU Funds; 25% National Funds

***The Agricultural Fund for Rural Development:  
Europe Investing in Rural Areas***



Should you have any queries with the compilation of this form kindly contact GXF on [info@galxlokk.com](mailto:info@galxlokk.com) or call on 2099 8008.

**Please read the accompanying ‘Guidance Notes for submission of Application for funding under Measure 4 – “Development of Green Infrastructure” before completing the Application Form.**

The information you provide in your Application Form will be used solely to check the eligibility of your project for the approval of the grant. Under no circumstances, will GXF use this information in contravention of the Data Protection Act.

If there is insufficient space to answer any question, please continue on a separate sheet and **attach** to the Application Form.

Applicants are to check that **ALL** necessary supporting documents are submitted together with this form. Reference can be made to the **Checklist in Section 7 of the Application Form**. **ONLY** Application Forms submitted by hand as per the stipulated deadline will be accepted.

**Please complete this document in block letters.**

In case of any conflicts between this application template, the guidance notes and the text of the Rural Development Programme (RDP) 2014-2020, GAL XLOKK Local Development Strategy and other legislative text, the interpretation given by the relevant legislation will be given the overall priority.

The foundation also reserves the right to request additional information not included in this application form.

## **SECTION 1 : APPLICATION SUMMARY**

**(TO BE FILLED IN BY PROJECT LEADER<sup>1</sup>)**

**Name of Project Leader:**

**Postal Address:**

**Brief description of project emphasising the element for which funding is sought:**

**Tel. No:**

**Mobile No:**

**Email:**

**Website address:**

**Amount of Funding Sought (80%):**

**Euro (€)**

**Remaining Funds (20%):**

**Euro (€)**

**Vat Amount (If Any):**

**Euro (€)**

**Total Amount (100%):**

**Euro (€)**

---

<sup>1</sup> The project leader is the reference person for GXF during the application, the implementation and post implementation process (if the project is selected for funding).

***For office use only:***

Application Date:

Acknowledgement sent:

Pre-inspection Date:

Evaluation Date:

Board Approval Date:

Contract Issue Date:

Contract Signing Date:

Final Inspection Date:

Development Officer/s:

Funding Approved (Grant Excluding VAT):

€ \_\_\_\_\_

VAT Amount (If Any):

€ \_\_\_\_\_

Amount that has to be borne by the applicant (20%):

€ \_\_\_\_\_

Total Cost of the Project (100%):

€ \_\_\_\_\_

GXF Reference Number:

Programme and Measure: **LEADER PROGRAMME (2014-2020)**

**Measure 4** \_\_\_\_\_

## SECTION 2: GENERAL APPLICANT DETAILS <sup>2</sup>

<b>2a.</b>	<b>Name of Applicant (Local Council or Environmental non-Governmental organisation):</b>	
	<b>Postal Address:</b>	
	<b>Tel No:</b>	<b>Mobile No:</b>
	<b>Email:</b>	<b>Website Address:</b>
	<b>ID NO:</b>	<b>VAT Registration No:</b>
		<b>VO Registration No (if applicable):</b>
	<b>Type of Applicant:</b>	<input type="checkbox"/> Local Council  <input type="checkbox"/> Registered Environmental Organisations
<b>2b.</b>	<b>Brief Resume (such as history, aims and objectives) of the applicant:</b>	

<sup>2</sup> If the project is being proposed by a number of entities/ individuals jointly, Section 3 of the application form must be filled in and signed by each entity/individual participating in the project. The copies must then be attached to the application form. Section 1 of the application form must be filled in by the nominated Project Leader.



**SECTION 3: DETAILS OF KEY PARTNERS TO THE ENTITY**

In the box below, please list only the key partners (if any) that will be contributing directly to the proposed project. Be specific and write within the lines provided below. Add lines if necessary.

Name of Partner	Address of Partner	Role of partner in the project

**SECTION 4: PROPOSED PROJECT DETAILS**

<p><b>4a.</b></p>	<p><b>Project Title:</b></p>	
<p><b>4b.</b></p>	<p><b>Project Description and Main Objectives:</b></p> <p><i>(You should explain what the project is, how the idea came about and why you want to undertake this project. Explain how this project supports the development of green infrastructure within the GXF territory through the creation of new or existing green open spaces)</i></p> <p><i>If you wish LEADER funding to cover the costs of a particular element/phase of the project, you should clearly indicate that part here.</i></p>	



<b>4c.</b>	<p><b>Project end Result:</b></p> <p><i>(Explain why your requested funds are important to start, continue or complete a project. How will the end improve the environment performance and quality of life of GXF communities?)</i></p> <p><i>(Description of the type of operation)</i></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Construction or improvement of immovable property</li> <li><input type="checkbox"/> General costs (Ceiling of up to 10% of total costs)</li> <li><input type="checkbox"/> Establishing green infrastructure/landscape/soil management plans</li> <li><input type="checkbox"/> Fencing and other works needed to facilitate conservation management, including protection of water and soil</li> <li><input type="checkbox"/> Restoration costs of ecological habitats and landscapes and features</li> <li><input type="checkbox"/> Propagation material used for structural changes, planting, under-planting, edges and borders, belts etc., and the related plant prevention</li> <li><input type="checkbox"/> Costs of materials and/or services, labour used for the above-mentioned investments for improving the environmental or public amenity value of green open areas</li> <li><input type="checkbox"/> Removing of invasive trees in a sensible manner</li> <li><input type="checkbox"/> Purchasing and planting of native flora species (refer to capping costs identified in guidelines of the measure)</li> <li><input type="checkbox"/> The cost of amenities and facilities such as garden/street lighting, light furniture, other fittings and fixtures that are needed for the project, and that respect the environment and landscape quality of the project</li> <li><input type="checkbox"/> Investment in environmental education, awareness, information and communication initiatives (up to 10% of the total budget)</li> <li><input type="checkbox"/> Others (please specify):</li> </ul> <hr/> <hr/>
------------	--	---

<b>4d.</b>	<p><b>Does the planting of flora species abide with the relevant legislations?</b></p> <p><i>(Written approval from ERA on the proposed investment is needed)</i></p>	<input type="checkbox"/> YES <input type="checkbox"/> NO
<b>4e</b>	<p><b>Indicate the type and number of native species to be planted</b></p>	
<b>4f.</b>	<p><b>Project Location:</b></p>	
<b>4g.</b>	<p><b>Do you have a title to the project location?</b></p>	<input type="checkbox"/> YES <input type="checkbox"/> NO
<b>4h.</b>	<p><b>If you have answered YES to the previous question, please tick one of the provided options</b></p>	<input type="checkbox"/> <b>Ownership</b> <input type="checkbox"/> <b>Lease</b> <input type="checkbox"/> <b>Guardianship Deed</b> <input type="checkbox"/> <b>Management Contract</b>

		<input type="checkbox"/> <b>Other (please specify):</b> _____  <b>The Agreement/Contract is valid for the following number of years:</b> _____
4i.	<b>If you have answered NO to question 4G, please specify what type of agreement you have on project location</b>	<input type="checkbox"/> Declaration from owner of property where investments will be kept  <input type="checkbox"/> Declaration from owner of property from where proposed services will be delivered  <b>The Declaration/Comfort Letter is valid for the following number of years:</b> _____
<b>Relevance to the objective of the measure</b>		
4h.	<b>Will the proposed project contribute to the conservation of biodiversity?</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO  <i>If yes, please provide details how:</i>

<p><b>4i.</b></p>	<p><b>Will the proposed project contribute to the creation of green carbon sinks and make use of specific species of conservation value?</b></p>	<p><input type="checkbox"/> YES      <input type="checkbox"/> NO</p> <p><i>If yes, please provide details how:</i></p>
<p><b>4j.</b></p>	<p><b>Will the proposed investment contribute to the creation of recreational space for visitors?</b></p>	<p><input type="checkbox"/> YES      <input type="checkbox"/> NO</p> <p><i>If yes, please provide details how:</i></p>

--	--	--

<b>Link to the Xlokk Territory</b>
------------------------------------

<b>4k.</b>	<b>How does the area proposed for intervention link the natural history of the area?</b>	<i>Please Specify:</i>
------------	--	------------------------

<b>4I.</b>	<b>How does the area-proposed for intervention links the socio-demographic development of the area?</b>	<i>Please Specify:</i>

<b>4m</b>	<b>How does the area proposed for intervention is linked to other sites of ecological value in the same area?</b>	<i>Please Specify:</i>

**Type of Project**

<b>4n.</b>	<b>Does the project incorporate the achievement of more than one objective?</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO  <i>Please provide details for each identified objective:</i>
<b>4o.</b>	<b>Is the project area-based and targeting more than one element of green infrastructure within the same area?</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO  <i>If yes, please provide details:</i>



<b>4p.</b>	<b>Does the project involve a cooperation between more than one local actor?</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO <i>If yes, please provide details:</i>

<b>Social Impact on the community</b>		
<b>4q.</b>	<b>Are the project's information and education components targeted to children?</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO  <i>Please Specify:</i>
<b>4r.</b>	<b>Are the project's information and education components targeted to youths?</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO  <i>Please Specify:</i>

<b>4s.</b>	<b>Is the project targeted towards persons from an economically-disadvantaged background/status?</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO  <i>Please Specify:</i>

**Preparedness**

<p><b>4t.</b></p>	<p><b>Has the necessary consultation with stakeholders and regulatory entities taken place?</b></p> <p><i>(Written approval from ERA on the project needs to be submitted)</i></p>	<p><input type="checkbox"/> YES      <input type="checkbox"/> NO</p> <p><i>Please Specify (to include evidence):</i></p>
<p><b>4u.</b></p>	<p><b>Are all PA / DNO permits and other relevant permits in hand or in the application process?</b></p> <p><i>(Please indicate clearly with a clarification letter from PA whether the project requires a permit or not. Even if the project is minor and no planning permits are required, please submit with the application a confirmation from the Planning Authority)</i></p>	<p><b><u>Development Notification Order (DNO)</u></b></p> <p><input type="checkbox"/> YES</p> <p><input type="checkbox"/> DNO Ref No: _____</p> <p><input type="checkbox"/> NO</p> <p><input type="checkbox"/> In Application Process</p> <p><input type="checkbox"/> Application Ref No: _____</p> <p><b><u>FULL PERMIT</u></b></p> <p><input type="checkbox"/> YES</p> <p><input type="checkbox"/> NO</p> <p><input type="checkbox"/> Full permit Ref No: _____</p>

		<input type="checkbox"/> In Application Process <input type="checkbox"/> Application Ref No: _____ <input type="checkbox"/> Not Applicable
<b>Sustainability of the Project</b>		
<b>4v.</b>	<p><b>a) Explain how you intend to sustain the project following 5 years after the last payment</b> (Please include an attachment with the application including Operational Costs such as: Maintenance, operations etc....)</p> <p><b>b) Explain how the project sustains the environment and the climate</b></p> <p>(Please include a Method statement which comprises i) a list of native species typical of the ecosystem in the area, ii) a</p>	<p><i>Please provide details:</i></p>             <p><i>Please provide details:</i></p>

	<p>planting scheme and iii) a maintenance plan.</p> <p><b>c) Explain how the investment supports the policies related to gender equality and non-discrimination</b></p>	<p><i>Please provide details:</i></p>
--	---	---------------------------------------

## SECTION 5: FUNDING DETAILS

**5a. Please provide information on the corresponding match funding. The applicant must indicate how it will provide the share of co-financing which amounts to 20% of the total eligible cost of the proposed investment. Please tick where applicable.**

Match funding from own financial resources (Please provide adequate evidence to support the statement i.e. **declaration from a certified auditor** confirming that the applicant can match the funding required from own financial resources);

Match funding from Bank Loan (please provide a letter from a commercial bank confirming availability of credit facility).

**In the case of a Bank Loan, please specify:**

**Name of Bank:**

**Branch:**

**Contact Person:**

**Telephone Number:**

**5b. Have you sought/received grant aid from other sources in respect of this project?**

Yes       No

*If yes, please provide details:*

**5c. Have you ever incurred a Penalty applied under any EU Funding Scheme?**  
(Please note that this does not disqualify you from applying for RDP Funding)

Yes       No

*If yes, please provide details:*

## SECTION 6: PROJECT MANAGEMENT DETAILS

<b>6a.</b>	<b>What is the proposed start date of the Project?</b>	
<b>6b.</b>	<b>What is the estimated time in months for the implementation and completion of the Project?</b>	
<b>6c.</b>	<b>What is the total cost of the Project? (excl. VAT)</b>	€
<b>6d.</b>	<b>How do you intend to finance it?</b>	
	Own Funds (20%) € Vat Rate (%) Vat Amount € Loans € Grant (80%) € Others (Please specify) € <b>Total: €</b>	
<b>6e.</b>	<b>What is the Total Grant Aid (80%) Requested?</b>	
	€	



<b>6f. Please complete the following table summarising the overall total Project Costs. (Please note that all figures should be excluding VAT)<sup>3</sup></b>						
<b>Table 1 -</b>						
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>	<b>Column 5</b>	<b>Column 6<sup>4</sup></b>	<b>Column 7<sup>5</sup></b>
In this column please specify the investment component relative to the type of investment	Chosen Quotations/ Bill of Quantities (BOQ)	Value excluding VAT (€)	VAT Amount (€)	Final Cost including VAT (€)	Applicant's Contribution (20%) excluding VAT (€)	Applicant's Contribution (20%) including VAT (€)
<i>Construction or improvement of immovable property</i>						
<i>Establishing green infrastructure/landscape/soil management plans</i>						
<i>Fencing and other works needed to facilitate conservation management</i>						
<i>General costs such as architects, engineers and consultants – (maximum capping of 10% applies)</i>						
<i>Restoration costs of ecological habitats and landscapes and features</i>						
<i>Propagation material used for structural changes, planting, under-planting, edges and borders, belts etc.</i>						
<i>Costs of materials and/or services, labour used for the above-mentioned investments</i>						
<i>Removing (cutting of trees) in a sensible manner</i>						

<sup>3</sup> In the case of infrastructural investment, the applicant must submit a detailed cost estimated prepared and signed by a professional architect. In the case of other type of investment, the applicant must submit three (3) quotations (including supplier details, letterhead logo and Vat No, beneficiary's details and original signature) for the expenditure to be incurred.

<sup>4</sup> The applicant must co-finance 20% of the eligible cost of the proposed investment.

<sup>5</sup> The applicant must co-finance 20% of the eligible cost of the proposed investment. In this column the applicant must indicate his/her contribution plus the VAT component that must be paid by the applicant unless this is unrecoverable.

<i>Purchasing &amp; planting of native flora species (refer to capping costs identified in guidelines of the measure)</i>						
<i>Fixtures &amp; Fittings complementing the project</i>						
<i>Investment in environmental educational, awareness, information and communication initiatives (maximum capping of 5% applies)</i>						
<i>Other Costs – Please specify</i>						
<b>TOTAL cost of the component investment:</b>						

**6g.** State the expected timeframes each individual line item (investment) will be procured and disbursed (applicable for Registered Voluntary organisations):

Description of line item	Quotation number/ Architect's Estimate	Indicative Procurement Date (Year and Month)  <i>(When the line items will be procured)</i>	Indicative Disbursement Date/s (Year and Month)  <i>(When claims will be submitted to ARPA)</i>	Value Excluding VAT (€)	VAT Amount and Rates		Total Amount (Including VAT) (€)
					(€)	(%)	
<b>TOTAL</b>							

State the expected number of tenders and total value of each tender in €.

VAT should be quoted separately.

<b>6h. To be filled in by Public Entities (Local Councils) only</b>					
<b>Name of Tender/Call</b>	<b>Type of Tender</b>	<b>Procedure</b>	<b>Estimated Value (€)</b>	<b>VAT (€)</b>	<b>Total (Including VAT) (€)</b>
<b>TOTAL</b>					

i. Implementation Schedule

In the table below, indicate the stage of the tender/call per quarter.

Please use the following acronyms:

D = Design

T = Tendering & Contracting

I = Implementation

C = Closure

**Note:** The Public Contracts Regulations 2005 (and any subsequent amendments) should be consulted in

Year	N <sup>th</sup> Year*				N+1				N+2			
(Please specify the N <sup>th</sup> year)	201_				201_				201_			
Quarters	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>
Tender/Call 1												
Tender/Call 2												
Tender/Call 3												
Tender/Call 4												
Tender/Call 5												

order to establish realistic timeframes.

- N represents the starting year of the project.

ii. Contracting, Disbursement and Payment Claim Schedule

(a) Has the project gone out to tender? Yes \_\_\_\_\_ No \_\_\_\_\_ (please mark accordingly)

Year	N <sup>th</sup> Year*	N+1				N+2				TOTAL				
		1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>					
(please specify the N <sup>th</sup> year)	201_	201_				201_								
<b>Quarter</b>		1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	
<b>Total eligible costs (excl VAT) (€)</b>	Contracted													
	Disbursement													
<b>VAT (€)</b>	Contracted													
	Disbursement													
<b>Grand Total (€)</b>	Contracted													
	Disbursement													
<b>Submission of Payment Claim</b>	Eligible cost only													

(b) If yes, has/have the tender(s) been advertised in the Official Journal of the European Communities/Government Gazette?  
Yes/No

(c) If the tender(s) has/have been advertised, please indicate:

i. Advertisement number \_\_\_\_\_

ii. Date (please supply a copy of the advert) \_\_\_\_\_

(d) If no, please provide details of the tendering arrangements anticipated.

---



---

## SECTION 7: APPLICATION REQUIREMENTS CHECKLIST

7a.	Are the following documents in place?	
1)	Original signed project application form (1) together with two (2) copies of the signed project application forms	Yes <input type="checkbox"/> No <input type="checkbox"/>
2)	A soft copy of the application form saved both in WORD (.doc or .docx) and pdf format including also the supporting documentation	Yes <input type="checkbox"/> No <input type="checkbox"/>
3)	Copy of I.D. Card of Project Leader	Yes <input type="checkbox"/> No <input type="checkbox"/>
4)	Letter of Intent signed by the entity's official representatives or by the Committee or the majority of the committee appointing the Project Leader	Yes <input type="checkbox"/> No <input type="checkbox"/>
5)	Title Deeds or Lease or other form of contract for Project Location (Contract) in cases of infrastructural interventions or any other interventions that are related to the location	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
6)	Owner's consent in the case of a lease/management agreement/guardianship or any other form of contract for the works to be carried out	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
7)	Signed declaration from owner of the premises specifying the address from where the applicant will be delivering the proposed service for the following 5 years from projected completion date of the project (in cases of investments that are NOT related to the buildings)  the address from where the applicant will be delivering the proposed service and for the following 5 years from projected completion date of the project (in cases of investments that are NOT related to the buildings)	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
8)	Signed declaration from the owner of the property specifying the address of where the investments will be kept during the project for 5 years following completion of the project. (In cases of investments that are NOT related to the buildings)	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
9)	Log/Timeline of activities (in case of investments that will result in delivery of specific services – (section 6G of the application)	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
10)	Tender – Implementation Schedule duly filled – section 6h of the application (only applicable for Local Councils)	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
11)	Copy of Voluntary Organisation (VO) Certificate	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
12)	Official Jobsplus Certificate showing the number of employees working within the entity applying for the funds	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
13)	PA permit and approved site plans and drawings related to the proposed investment (where applicable)	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
14)	Copy of application with PA and proposed drawings and site plans related to the proposed investment (where applicable)	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>

15)	Dated declaration signed by a warranted architect that the enhancement to premises or the proposed use does not require a PA permit or a DNO. (where applicable)	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
16)	The project location is not on agricultural land and/or designated ecological areas such as Nature 2000 sites.	Yes <input type="checkbox"/> No <input type="checkbox"/>
17)	The project area does not exceed 0.5 hectares (5000 sq/m)	Yes <input type="checkbox"/> No <input type="checkbox"/>
18)	Copy of VAT Certificate	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
19)	VAT declaration form	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
20)	Declaration from the office of the Commissioner for Voluntary Organisations confirming that the VO applying for funds is in line with the respective reporting requirements	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
21)	Registered VO statute	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
22)	Itemised comparable guaranteed quotations <sup>6</sup> or pro-forma invoices for all project costs which are not related to infrastructural investment ( <b>3 quotations</b> , including VAT number, original signature and details of supplier)	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
23)	Detailed, Signed and Dated Estimate by an architect in case of structural works (Bill of Quantities)	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
24)	Signed and Dated Adjudication Report stating the chosen supplier/s	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
25)	Original Signed and Dated Bank or Auditor's Declaration confirming that the applicant's availability of own financial resources matches the co-financing element ( <b>20% + VAT</b> )	Yes <input type="checkbox"/> No <input type="checkbox"/>
26)	Dated declaration signed by the organisation's head and financial controller/treasurer confirming the applicant's availability of own financial resources that match the co-financing element (and the VAT element if applicable)	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
27)	Audited financial statements of year n-1 and n2. If n1 year audited accounts are not available, the applicant is to submit management financial accounts.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
28)	FSS / SSC Clearance Certificate from the Inland Revenue Department together with VAT Declaration from the VAT Department confirming there are no pending dues	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
29)	Joint Declaration by Mayor and Executive Secretary of the Local Council, stating that the Local Council commits to its co-financing obligations.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
30)	When applying for the planting or removal of trees, photographic evidence identifying the type of trees and its/their location (s) on the holding and under which schedule it is listed.	Yes <input type="checkbox"/> No <input type="checkbox"/>

<sup>6</sup> "Guaranteed quotations" means that the applicant must get a signed quotation from the supplier/s which must remain valid until completion of the project if the project is selected for funding. This quotation must be a formal one including the letterhead of the supplier, details of both supplier and the applicant, VAT number and original signature.



	31)	A Method statement which includes i) a list of native species typical of the ecosystem in the area, ii) a planting scheme and iii) a maintenance plan.	Yes <input type="checkbox"/> No <input type="checkbox"/>
	32)	Clearance from ERA prior to removal of invasive alien species	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
	33)	Written approval from ERA on the proposed investment involving green elements	Yes <input type="checkbox"/> No <input type="checkbox"/>
	32)	Management Accounts for year 2017 (Income and Expenditure account and Balance sheet) certified by an accountant  for  Year 2014  (Income  and  Expenditure account and Balance Sheet) certified  Accounts  for  Year 2014  (Income  and  Expenditure account and Balance Sheet) certified by an accountant and the applicant (in the	Yes <input type="checkbox"/> No <input type="checkbox"/>
	33)	Sanction Letter from Bank ( <i>In case of a bank loan</i> )	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
	34)	PA/DNO permit or application in hand including the reference number ( <i>if there are construction works</i> )	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
	35)	Section 8 of the Application is duly signed – Declaration	Yes <input type="checkbox"/> No <input type="checkbox"/>
	36)	All sections of the application have been filled in	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>LIST OF ANNEXES CHECKLIST</b>			
	37)	Annex 1 – VAT Declaration Form (If applicable)	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
	38)	Annex 2 – Co-financing form	Yes <input type="checkbox"/> No <input type="checkbox"/>

## SECTION 8: DECLARATION

- I certify that the entries in this form and any other attachments enclosed are, to the best of my knowledge and belief, **correct** and the grant applied for is the minimum required for the project to proceed as described.
- I can also confirm that I am not aware of any reason why the project may not proceed or be delayed other than those reasons declared and the commitment can be made within the timescales indicated Section 6 of this Application Form.
- I allow access to the land/buildings to any authorised person for the purpose of carrying out an inspection in order to verify the accuracy of the information in this application.

- I **will notify GXF** in advance of carrying out any changes, alterations or modifications to the project or any of the project activities (for example changes to models of equipment chosen at application stage). GXF reserves the right not to approve any request for modifications.
- I confirm that should I benefit from a grant under this Scheme, I must complete the project in accordance with the terms and conditions stipulated in the Grant Agreement. Should I fail to do so, I will not receive the grant and, if I would have already received any payments from the grant, I **would have to reimburse the funds received** and **interest charges** may be applicable.
- I will provide information on the results achieved following implementation of the project and I undertake to provide this information on an annual basis for five (5) years from the date of the grant agreement.
- I will provide any further information as may be required by all stakeholders within the Ministry for European Affairs and Equality (MEAE), Agriculture and Rural Payments Agency (ARPA), Government entities and the GAL XLOKK Foundation (GXF) that may undertake audit checks and controls.
- I understand that if the application is not complete in all relevant detail and every aspect, including this section, it may be rejected.
- I confirm that the entity submitting this application has not received any other grant for the project being proposed in this application. I confirm that should the entity receive a grant for this project prior to the adjudication of the grant under LEADER, I will inform GXF, MA and ARPA immediately. I am aware that should I receive the grant under LEADER, I **will not be eligible** to apply under other grants to obtain additional funding for the same project proposed in this application.

**Signature of Project Leader:**

**Name in Block Capitals:**

Date:

Position Held:

## SECTION 9: DATA INFORMATION

Part or all of the information you provide will be held on computer. This information will be used for the administration of application, publicity and producing monitoring reports. The Foundation has the right to share information with government departments, agencies and implementing bodies to enable them to prevent fraudulent applications or for detecting crime and to co-ordinate processing of complementary applications.

This Application form along with any attached documents will be treated as confidential throughout and after the project appraisal process. However, if your project is selected for an award of grant, to meet EU requirements for transparency regarding the use of EAFRD assistance, the Ministry for European Affairs and Equality and GXF have the right to publish the name of the applicant, the amount of grant awarded and a brief summary of the project.

I understand that GXF are required to set **performance indicators/targets** for each project at the outset and monitor these during the implementation of the project, immediately after completion of the project and thereafter on an on-going basis.

Details of all grants will be published on the GXF website [www.galxlokk.com](http://www.galxlokk.com)

Please return your completed Application form and Annexes along with the necessary documentation by hand to:

**GAL XLOKK FOUNDATION (GXF)**

**269, Main Street,**

**Ħal-Qormi, QRM1107.**

**Malta.**

**For official use only:**

Acknowledged by: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

EU Database Ref Number: GXR/\_\_\_\_\_

Signature: