Project Proposal

**LEADER Programme (Community Led Local Development)**

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

**Call reference number: GXF/M4/2024/Call 5**

|  |  |
| --- | --- |
| Call | 5 |
| Programme | LEADER Programme (Community Led Local Development) - Rural Development Programme 2014 - 2020 |
| Sub - Measure | Measure 4: *Development of Green Infrastructure* |
| Reference Number *(For office use only)* | *(For office use only)* |

|  |
| --- |
| **DEADLINE: Thursday 8th August 2024 (12:00HRS CET)** |

|  |
| --- |
| **⚠ IMPORTANT NOTICE**  The Form consists of two parts:   * Part A contains structured administrative information. * Part B is a narrative technical description of the project. * Part C is the Selection Criteria questions.   All data and documents will be treated as confidential, however, information may be shared with other competent authorities when deemed necessary for verification purposes.  Personal data will be handled in accordance with EU Regulation 2018/17252 to ensure compliance with the principles of transparency, proportionality, impartiality and legality.  **Character limits**:   * most sections contain an indication of the maximum number of words allowed. The applicants should be guided by such indication in terms of details submitted per respective section. * minimum font size: Calibri Light 11.5 pt * page size: A4 * margins (top, bottom, left and right): at least 15mm (not including headers & footers).   Please abide by the formatting rules. Keep your text as concise as possible. Do not use hyperlinks to show information that is an essential part of your application.  All submitted project proposals will be acknowledged. |

**Table of Contents**

[SECTION A - ADMINISTRATIVE FORMS 5](#_Toc25751)

[1. Project Details 5](#_Toc29118)

[*2.* Nature of Applicant 5](#_Toc4693)

[Q.2.1 - Details of the VO, Public School or local council applying for the grant *(if applicable)* 6](#_Toc26208)

[Q.2.2 - Details of the 2nd partner *(if applicable)* 6](#_Toc24318)

[Q.2.3 - Details of a 3rd partner (if applicable) 7](#_Toc5203)

[Part B - TECHNICAL DESCRIPTION 8](#_Toc24185)

[3. Key investment Plan (Project Summary) 8](#_Toc10885)

[4. VAT Declaration 9](#_Toc19476)

[5. Source of funding 9](#_Toc1732)

[6. Project Location 12](#_Toc10063)

[Part C - SELECTION CRITERIA 13](#_Toc1995)

[7. Relevance to the objective of the measure 13](#_Toc17460)

[8. Link to the territory 14](#_Toc18638)

[9. Type of project 15](#_Toc21295)

[10. Social impact on the Community 16](#_Toc23150)

[11. Preparedness 17](#_Toc17592)

[12. Sustainability of the project 18](#_Toc27704)

[13. Supporting Documents 20](#_Toc20309)

[Annex 1 - Recommended text for Bank letter of intent 25](#_Toc13075)

[269, Main Street 25](#_Toc21191)

[Annex 2 – Financial Bid Form 26](#_Toc31832)

[To be filled in by the supplier 26](#_Toc26957)

[Annex 3 - Auditor’s/Accountant’s Declaration 28](#_Toc6755)

[269, Main Street, 28](#_Toc16494)

[Project Title: 28](#_Toc32472)

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| --- |
| SECTION A - ADMINISTRATIVE FORMS |

# Project Details

|  |  |
| --- | --- |
| **Project Title** | M*ax 15 words* |
| **Project Duration in Months[[1]](#footnote-1):** | Click or tap here to enter text |

1. Nature of Applicant *(Tick where applicable)*

|  |  |
| --- | --- |
| **Public Schools** |  |
| **Voluntary organization** |  |
| **Local Council** |  |
| * *If you are a Public School/ VO/local council please fill in section Q.2.1* * *In case of partnerships kindly fill in section Q.2.3* | |

# 

# Q.2.1 - Details of the VO, Public School or local council applying for the grant *(if applicable)*

|  |  |
| --- | --- |
| **Name of entity** | Click or tap here to enter text |
| **Entity address** | Click or tap here to enter text |
| **VO number/Company Reg. No. (if applicable)** | Click or tap here to enter text |
| **VAT number of entity (if applicable)** | Click or tap here to enter text |
| **Name and Surname of project leader** | Click or tap here to enter text |
| **ID number of project leader** | Click or tap here to enter text |
| **Position within Entity** | Click or tap here to enter text |
| **Mobile Number** | Click or tap here to enter text |
| **Email address** | Click or tap here to enter text |
| **Website address (if available)** | Click or tap here to enter text |

# 

# Q.2.2 - Details of the 2nd partner *(if applicable)*

|  |  |
| --- | --- |
| **Name of entity** | Click or tap here to enter text |
| **Entity address** | Click or tap here to enter text |
| **VO number/Company Reg. No. (if applicable)** | Click or tap here to enter text |
| **VAT number of entity** | Click or tap here to enter text |
| **Position within Entity** | Click or tap here to enter text |
| **Mobile Number** | Click or tap here to enter text |
| **Email address** | Click or tap here to enter text |
| **Website address (if available)** | Click or tap here to enter text |

# 

# Q.2.3 - Details of a 3rd partner (if applicable)

|  |  |
| --- | --- |
| **Name of entity** | Click or tap here to enter text |
| **Entity address** | Click or tap here to enter text |
| **VO number/Company Reg. No. (if applicable)** | Click or tap here to enter text |
| **VAT number of entity** | Click or tap here to enter text |
| **Position within Entity** | Click or tap here to enter text |
| **Mobile Number** | Click or tap here to enter text |
| **Email address** | Click or tap here to enter text |
| **Website address** | Click or tap here to enter text |
| *In case of more partners details can be wrote on a separate sheet.* | |

|  |
| --- |
| Part B - TECHNICAL DESCRIPTION |

# Key investment Plan (Project Summary)

|  |  |
| --- | --- |
| *The Key investment Plan forms an integral part of the application form, and all sections have to be filled by the applicant for such applications to be deemed as eligible.* | |
| **In the plan provide a description of:**   1. **The proposed actions and investments to be carried out;** 2. **The aims and objectives of the investment.** | *Max 500 words* |

# VAT Declaration

|  |  |  |
| --- | --- | --- |
| ***The activities within the project give rise to sales on which VAT is charged*** | ***YES[[2]](#footnote-2)*** |  |
| ***NO[[3]](#footnote-3)*** |  |

# Source of funding

|  |  |  |
| --- | --- | --- |
| ***Has the applicant considered other forms of funding?*** | ***YES*** |  |
| ***NO*** |  |

******

******

# Project Location

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 1. **Do you have a title to the project location?** | |  |  | | --- | --- | |  | **YES** | |  | **NO** | | |
| 1. **If you have answered YES to the previous question, please tick one of the provided options** | |  |  | | --- | --- | | **Tick where applicable** | | |  | Ownership | |  | Lease | |  | Guardianship Deed | |  | Management Contract | | Please specify here | Other | | Specify number of years | The Agreement/Contract is valid for the  following number of years | | |
| 1. **If you have answered NO to question 6A, please specify what type of agreement you have on project location** | |  |  | | --- | --- | | **Tick where applicable** | | |  | Declaration from owner of property where investments will be kept | |  | Declaration from owner of property from where proposed services will be delivered | | Specify number of years | The Declaration/Comfort Letter is valid for the following number of years | |

|  |
| --- |
| Part C - SELECTION CRITERIA ***Note that this section contributes directly to the ranking criteria as outlined in the guidelines and the GAL Xlokk LDS.*** |

# Relevance to the objective of the measure

|  |  |
| --- | --- |
| **7a** | **Evidence that the proposed project contribute to the conservation of biodiversity? (max 5 marks)**  **–** *High marks will be given to interventions which will preserve the conservation of biodiversity*  *found in the area.* |
| *Max 100 words* |
| **7b** | **Evidence that the project proposed will contribute to the creation of green carbon sinks and**  **the use of specific species of conservation value** **(max 5 marks)** |
| *Max 100 words* |
| **7c** | **Evidence that the proposed investment contributes to the creation of recreational space for**  **visitors –** *High marks will be given for interventions contributing to recreational space*  **(max 10 marks)** |
|  | *Max 100 words* |

# Link to the territory

|  |  |
| --- | --- |
| **8a** | **Evidence that the area proposed for intervention has a documented link to the natural history of**  **the area -***The applicant should provide details of the historical background of the asset/site related to the territory (max 10 marks)* |
| Max 50 words |
| **8b** | **Evidence that the area proposed for intervention has a documented link to the**  **sociolect-demographic development of the area -** *The applicant should provide details of the sociolect-demographic aspect of the project in relation to the territory ( 5marks)* |
| Max 50 words |
| **8c** | **Evidence that the area proposed for intervention is linked to other sites of ecological value in the**  **same area -** *The applicant should provide details of the link between the project and other sites of ecological value within the territory (5 marks)* |
| Max 50 words |

# Type of project

|  |  |
| --- | --- |
| **9a** | **The project is an integrated project in that it incorporates the achievement of more than**  **one objective - (max. 5 marks)**  **-***The applicant should identify which objectives the intervention will be targeting from the*  *following: Here the applicant is not obliged to achieve all objectives, but is required to provide*  *details how the objective/s will be reached.* |
| |  |  | | --- | --- | | **Mark where applicable according to the project proposed.** | | |  | **YES** | |  | **NO** | | |  |  | | --- | --- | | **Mark the objective/s which the project will target** | | |  | *Cultural Exchange* | |  | *Enhancing of life quality* | |  | *Leisure & Entertainment* | |  | *Skills building* | |  | *Others* |   *Max of 100 words* | | |
| **9b** | **The project is area-based and targets more than one element of green infrastructure within the same area -** *High marks are given to applicants involving projects which target several green infrastructure elements (max 5 marks)* |
| *Max of 50 words* |
| **9c** | **The project involves a cooperation between more than one local actor -** *High marks are*  *given applicants involving other actors. Projects with at least another partner apart from the*  *lead partner will be given full marks. Partners need to contribute tangibly to the project*  **(max 5 marks)** |
| Max 50 words |

# Social impact on the Community

*Marks are given to applicants describing the direct social impact towards the identified target group*

*These can include any promotional/dissemination actions taken.*

|  |  |
| --- | --- |
| **10a** | **The project’s information and education components are targeted to children (less than 13 years of age), youths (over 13 years of age) and persons with learning difficulties and/or disabilities - Marks are given to applicants describing and/or disabilities -** *Marks are given to applicants describing the direct social impact towards the identified target group. These can include any promotional/dissemination actions taken*  **(max 15 marks)** |
| |  |  | | --- | --- | | **Mark Where Applicable** | | |  | Children | |  | Youths | |  | Persons from an economically disadvantaged background/status |     ***Max 50 words.*** |

# Preparedness

|  |  |
| --- | --- |
| **11a** | **Evidence that the necessary consultation with stakeholders and regulatory entities has taken place by the main applicants [[4]](#footnote-4)-** *Marks are given to applicants that have shown evidence of*  *arrangements with entities, persons and competent authorities involved in the development*  *and delivery of the project and other competent applicable Authorities* **(max 5 marks)** |
| Please specify other entities you may have consulted - Max 50 words |
| **11b** | **All PA / DNO permits (if any) and other relevant permits are in hand or in application**  **process. (max 10 marks)**  ***-*** *Marks are given to applicants according to their level of preparedness.* |
| |  |  |  | | --- | --- | --- | | **Tick where applicable** | | | | **Planning Permit** | YES | No | | **Do any of the activities envisaged with the operation**  **require a planning permit?** |  |  | | **If YES, and permit is in hand, please include Permit No.** |  |  |      Please specify other entities you may have consulted - Max 50 words |

# Sustainability of the project

*Points awarded on the basis that the proposed intervention/s contribute towards the promotion of equal*

*opportunities equality, non-discrimination and improved accessibility whilst targeting sustainable*

*development in the areas of economic growth, social cohesion and environmental protection.*

*Consideration will be made of whether the applicant has a gender mainstream strategy and an adequate*

*policy on equality.*

|  |  |
| --- | --- |
| **12a** | **Evidence of the project’s sustainability following 5 years from its completion -** *Points awarded on*  *the basis of how the applicant will demonstrate project’s sustainability* **(max 5 marks)** |
|  | Max 50 words |
| **12b** | **Evidence that the project sustains the environment and climate -** *Points awarded on the basis of how the proposed intervention contributes towards environmental protection* **(max 5 marks)** |
|  | Max 50 words |
| **12c** | **Evidence that the investment supports the policies related to gender equality and**  **non-discrimination -** *Points awarded on the basis that the proposed intervention/s contribute towards the promotion of equal opportunities equality, non-discrimination and improved accessibility whilst targeting sustainable development in the areas of economic growth and social cohesion. Consideration will be made of whether the applicant has a gender mainstream strategy and an adequate policy on equality* **(max 5 marks)** |
|  | |  |  |  | | --- | --- | --- | | **Equal opportunities** | | **Briefly explain** | | Gender mainstream strategy |  | Max 50 words | | Equality between men and women |  | | Non-discrimination |  | | Accessibility |  | |

# Supporting Documents[[5]](#footnote-5)

*The applicants will be advised further, during the evaluation process, with regards to the submission of any necessary clarifications/documents required*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | ***Mark with an X were applicable*** | ***YES*** | ***NO*** | ***Not applicable*** |
| **1)** | Original signed project application form (1) together with one (1) copy of the signed project application form. This should include the supporting documents (applicable for all). |  |  |  |
| **2)** | The following sent in one zipped folder to [info@galxlokk.com](mailto:info@galxlokk.com)   1. A soft copy of the signed application form 2. Soft copies of all annexes, documents and supporting documentation   Each separate document is to be individually presented and adequately titled for ease of reference.  (applicable for all) |  |  |  |
| **3)** | Copy of I.D. Card of Project Leader |  |  |  |
| ***4)*** | Title Deeds or Lease or other form of contract for Project Location (Contract) in case of infrastructural interventions or any other interventions that are related to the building  (applicable for Voluntary Organizations and Local Councils) |  |  |  |
| ***5)*** | Signed 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  (applicable for Voluntary Organizations and Local Councils) |  |  |  |
| ***6)*** | **In case of Voluntary Organizations:**   1. The latest Compliance Certificate issued by the Commissioner for Voluntary Organizations. In case the Certificate has not been issued an email from the same Office should suffice; 2. Signed list of committee members (including their role, ID number and address); 3. The latest financial Accounts as submitted to the Commissioner for Voluntary Organizations 4. Confirmation that the applicant is committed to the co-financing element (and the VAT element if applicable) and can match it from own financial resources (Annex 3) (dated not more than three months prior to the date on which the batch closes); 5. Declaration from architect that the project location is not on agricultural land and that project area does not exceed 1 hectare (10,000 sq/m) 6. 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. |  |  |  |
| ***7)*** | **In case of Local councils**:   1. Audited financial statements of year n-1[[6]](#footnote-6) and n-2. If n-1 year audited accounts are not available, the applicant is to submit management accounts. 2. Joint Declaration by Mayor and Executive Secretary of the Local Council, stating that the Local Council commits to its co-financing obligations. This declaration shall be issued not earlier than three months from the date of the submission of the application. 3. Where the audited accounts do not provide evidence of sufficient liquidity, a bank guarantee should be presented 4. Deceleration from architect that the project location is not on agricultural land and that the project area does not exceed 1 hectare (10,000sq/m) 5. 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.   The GXF retains the right to consult with the Director of Local Government to check that the co-financing as declared by the Local Council is available/ likely to be met. This assessment by the Director of local Government will be made on the basis of the information provided by the Applicant. |  |  |  |
| ***8)*** | In case of Private Schools:   1. School Licence Certificate; 2. Audited financial statements of yearn-17 and n-2. If n-1 year audited accounts are not available, the applicant is to submit management accounts; 3. Confirmation that the applicant is committed to co-financing element (and the VAT element if applicable) and can match it from own financial resources (Annex 3) (dated not more than three months prior to the date on which the batch closes). 4. Declaration from architect that the project location is not on agricultural land and that the project area does not exceed 1 hectare (10,000 sq/m). 5. 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. |  |  |  |
| **8)** | Tax Compliance [[7]](#footnote-7)Certificate – A certificate issued not earlier than **three (3) months** from the date of the application, by the Office of the Commissioner for Revenue (CfR) confirming that the Applicant has submitted all returns and has no pending liabilities with CfR; or can otherwise provide official CfR documented evidence that an applicant is honouring an agreement for settling any outstanding amounts.  (Not applicable for local councils)  (Applicable for Private schools and VOs) |  |  |  |
| **9)** | Planning Authority Permit:   1. A copy of application with the PA and proposed drawings and site plans related to the proposed investment; or 2. PA/DNO permit, approved site plans and drawings and restoration method statement as submitted to the Planning Authority, related to the proposed investment (only in case of project proposals which already have a PA permit in hand).   (Applicable for ALL projects which need a Planning Authority Permit) |  |  |  |
| **10)** | In case of Structural works - A Detailed/Itemised, Signed and Dated Estimate by an architect; |  |  |  |
| **11)** | Itemised guaranteed quotations for all project costs which are not related to infrastructural investment - These quotations should include the date, reference, letterhead of the supplier, details of both supplier and applicant and VAT numbers. All quotations must be dated not more than three months prior to the date on which the batch closes.  *Only one quotation is required at application stage. Beneficiary is to follow APRA guidelines prior to procurement.* |  |  |  |
| ***12)*** | Signed and Dated Adjudication Report stating the chosen supplier/s, if a minimum of 3 quotations are submitted at application stage - to be signed by the project leader and another representative of the entity. |  |  |  |
| ***13)*** | The latest photographic evidence of the proposed interventions  (applicable for all) |  |  |  |
| **LIST OF ANNEXES CHECKLIST** | | | | |
| ***14)*** | Annex 1 – **If private part is to be financed by a loan**, a bank letter of intent is to be requested at application stage which includes a set amount. In case the project is approved, the applicant is obliged to submit a bank sanction letter within 3 months of signing the grant agreement |  |  |  |
| ***15)*** | Annex 2 – Financial Bid/RFQ template |  |  |  |
| ***16)*** | Annex 3 - Auditor’s or accountant’s declaration |  |  |  |

**Declarations**

*The Applicant is requested to read through the below statements and confirm that the Applicant will abide with the stipulated declarations. If the information is found to be false or deliberately misleading, any EU Funds awarded may be withdrawn and any funds paid may be recovered from the Applicant organization completing this form. These obligations shall be considered binding upon signing of the Grant Agreement if the application is approved for co-financing.*

|  |  |  |
| --- | --- | --- |
| 1 | I declare that the entries in this Declaration form, the details in the whole Application Form which is being submitted and any other annexes enclosed are, to the best of my knowledge and belief, correct. |  |
| 2 | I confirm that access will be allowed to the sites which fall within the scope of this project, to any authorized person for the purpose of carrying out an inspection in order to verify the accuracy of the information in this application and subsequent submissions. |  |
| 3 | I will follow the set procedures by the GAL XLOKK Foundation with regards to any proposed changes to the project. |  |
| 4 | I confirm that the proposed project is not directly affected by a reasoned opinion by the Commission in respect of an infringement under Art 258 TFEU that puts at risk the legality and regularity of expenditure or the performance of operations. |  |
| 5 | I declare:  - to be fully compliant with the eligibility criteria set out in the call;  - to have the financial and operational capacity to carry out the proposed project. |  |
| 6 | I confirm that I am not aware of any reason why the project may not proceed or be delayed and the commitment can be made within the time-scales indicated in the guidelines to which this project relates. I acknowledge that the application will be subject to regular monitoring/auditing/evaluations and undertake to keep records for this purpose in line with instructions received from the GXF, MA and ARPA and as described in and any manuals and guidance provided by the GXF/MA/ARPA/other stakeholders, as applicable. |  |
| 7 | I declare that this project is not being supported through other EU and/or National Funding nor have I presented, for the same project, other applications for public aid. I will abide by the principle of good governance and with the spirit of the Public Procurement Regulation on matters related to procurement as applicable. |  |
| 8 | I declare that the Applicant and/or project partners are not in an exclusion situation in accordance with Art 136(1) and Art 141(1) of 2018/1046 Financial regulation and CPR Art 73 (2)(i) |  |
| 9 | I declare that I will follow any applicable planning and environmental regulations as may be applicable to the proposed project. |  |
| 10 | I also declare that by submitting this application, I am hereby giving my consent for the publication of information related to the organization and the project (including budget) as required by the applicable EU Regulations. |  |
| 11 | I declare to abide to the durability period obligations in line with the guidance notes. |  |
| 12 | If the project is approved, I agree to limit the number of change requests submissions to two (2) unless otherwise stated in the Grant Agreement or other official notification by the GAL Xlokk Foundation. |  |
| 13 | I agree to allow the GAL Xlokk Foundation to access all data necessary for the latter to be able to carry out its duties in line with applicable Regulations. Personal data transmitted to the GAL Xlokk Foundation and any other stakeholders within the scope of implementation of projects being co-financed by Cohesion Policy is processed, in accordance with the General Data Protection Regulation (EU) 2016/679 and any subsequent amendments. |  |
| 14 | I confirm that should the applicant benefit from a grant under this Measure, the applicant as beneficiary, must complete the project in accordance with the terms and conditions stipulated in the Grant Agreement. Should the beneficiary fail to do so, the beneficiary will not receive the grant and, if the beneficiary would have already received any payments from the grant, the beneficiary would have to reimburse the funds received and interest charges may be applied. |  |
| 15 | I declare that the investment is not a simple replacement. |  |
| 16 | I confirm that information will be provided on the results achieved following implementation of the project and the applicant undertakes to provide this information may be requested, during the durability period of the project. |  |
| 17 | I am fully aware that I must maintain the project as a going concern during the durability period of the project and I will be subject to ex-post on-the-spot checks. I understand that failure to do this will result in penalties or recoveries being applied. |  |
| 18 | I am fully aware that the ownership or the location of the project (or part of the project) must remain the same throughout the durability period, unless prior written approval of the GAL Xlokk Foundation is first sought; |  |
| 19 | I confirm that any further information will be provided as may be required by relevant stakeholders that may undertake audit checks and controls throughout the application and durability period. |  |
| 20 | I understand that I will not be eligible to apply for other grants or obtain additional funding for the same items if financed through this application. |  |
| 21 | I confirm that through this application, I am not requesting support to comply with minimum Union Law requirements that I am currently in-compliant with and that have been in force for over 12 months from the date of my application, in line with Articles 17 (5) and (6) of EU Regulation 1305/2013. |  |
| 22 | I also understand that if the information included in the Application Form is found to be not factually correct, the application may be rejected, or the project withdrawn. |  |

# Annex 1 - Recommended text for Bank letter of intent

Our Ref:

Date:

The Manager

GAL XLOKK Foundation

269, Main Street

Qormi. QRM 1107

To whom it may concern,

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

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

Yours faithfully,

Relationship Manager

# 

# Annex 2 – Financial Bid Form

**To be filled in by the supplier**

**RFQ (*Ref no: \_\_\_\_\_\_\_\_\_\_\_\_\_*)**

**Quotation to:**

*Name of organization/entity*

*Address*

*VAT number*

**Applicant Details – 1A**

|  |  |
| --- | --- |
| **Name and Surname of representative** |  |
| **ID number** |  |
| **Company Name** |  |
| **VAT NO** |  |
| **Postal Address** |  |
| **E-Mail Address** |  |
| **Contact Number** |  |
| **Date** |  |
| **Signature** |  |

Financial Bid – 1B

*(the table can be amended according to the number of items required)*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Item No.** | **Item Description** | **Quantity** | **Unit Price Excluding VAT** | **VAT Rate** | **Total Price Including VAT** |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |
| Any discount | | Specify rate | | |  |
| **Total in Euro (€)** | | | | |  |

**Signature:**

**Name and Surname: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

# Annex 3 - Auditor’s/Accountant’s Declaration

Date ( )

GAL XLOKK Foundation

269, Main Street,

Qormi. QRM 1107

Project Title:

The GXF manager,

This is to certify that after a detailed evaluation of the organization's financial position, it can be confirmed that funds are available to finance the running costs of the project and that the applicant is not in financial difficulty. The applicant has the sufficient funds to co-finance the 20% element of project under Measure 1 – Restoration of assets of artistic and cultural value of the LEADER programme. The (local council/VO/Schools) will be financing the amount of €\_\_\_\_\_\_\_\_\_\_\_\_\_

Details of financial accountant/auditor:

Name & Surname:

CPA number:

Address:

Signature of financial accountant/auditor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. The maximum project duration is 12 months and thus appicants are asked to be realistic in their plan. The project duration in months will be calculated from the date of contract signature between the GXF and the applicant. The GXF may issue an ward with a condition of a revised shorter period than the period requested by the applicant. [↑](#footnote-ref-1)
2. The organisation can recover the VAT on expenditure incurred from the VAT Department (VAT will not be applicable for funding) [↑](#footnote-ref-2)
3. The organisation cannot recover the VAT on expenditure incurred (VAT will be covered through the LEADER funds) [↑](#footnote-ref-3)
4. If activities envisaged require a Planning Permit, only projects covered by a valid Planning Authority permit will be considered. [↑](#footnote-ref-4)
5. In case where applicable documentation is still missing at the time of the application, the GXF will ask the applicant to rectify the situation within a stipulated timeframe. [↑](#footnote-ref-5)
6. N-1, is the previous year. [↑](#footnote-ref-6)
7. This can be retrieved from: <https://cfr.gov.mt/en/eServices/Pages/IRD-Services-Online-Individual-Taxpayers.aspx> or by sending an email on [certificates.cfr@gov.mt](mailto:certificates.cfr@gov.mt) [↑](#footnote-ref-7)