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**Scheme for the Provision of Proposals aimed at a Holistic Approach to the Sustainable Management of Livestock Manure and Slurry within a Circular Economy Context - 2018**

**Application Form**

|  |  |  |
| --- | --- | --- |
| **PROJECT TITLE:** |  | |
| **Proposal Reference No.**  *Please leave Blank* |  | |
| **Organisation Name** | **Organisation Type** | **Total Requested Funding (per organisation)** |
|  | brian warrington | brian warrington |
|  | brian warrington | brian warrington |
|  | brian warrington | brian warrington |
|  | brian warrington | brian warrington |
|  | **Total Grant Requested** | **brian warrington** |

***Use this form by entering text in the grey fields and ticking tick boxes where applicable. Images may be referred to in the main text and inserted after the grey field for the relevant section. Any additional data can be placed in an appendix at the end of the proposal and referenced accordingly. Each appendix must not be longer than 2 pages each.***

***Kindly note that ‘Partner’ refers to the Participating Organisation. Do not change the format of this application form. Please delete the guidelines in italics before submitting your proposal. Do not list sub-contractors in this table.***

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| 1. **High Level Project Plan** |

*This section should include a list of deliverables and activities (tasks) that each participant is responsible for, the start date, end date and duration of the task. There is one mandatory work package: Project Management. The first is partly filled in as an example.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Work Package Description** | **Start Date** | **End Date** | **Duration** |
| **Work Package: Setting up of Pilot Project** | Week 1 | Week 4 | 4 weeks |
| **Work Package leader** brian warrington  **Work package description** *(max 100 words)*  brian warrington  **Deliverables pertaining to this Work Package** *(provide a brief explanation on each deliverable – max. 50 words per deliverable)*  **Activities pertaining to this Work Package** *(provide a brief explanation on each activity – max. 50 words per activity* |  |  |  |
| **Work package: Testing Phase** | Week 5 | Week 17 | 12 weeks |
| **Work Package leader** brian warrington  **Work package description** *(max 100 words)*  brian warrington  **Deliverables pertaining to this Work Package** *(provide a brief explanation on each deliverable – max. 50 words per deliverable)*  **Activities pertaining to this Work Package** *(provide a brief explanation on each activity – max. 50 words per activity)* |  |  |  |
| **Work Package: Technical and Financial Reporting of the technology** | Week 17 | Week 19 | 2 weeks |
| **Audited Financial Reporting** | Week 19 | Week 22 | 3 weeks |
| **Work Package leader** brian warrington  **Work package description** *(max 100 words)*  brian warrington  **Deliverables pertaining to this Work Package** *(provide a brief explanation on each deliverable – max. 50 words per deliverable)*  **Activities pertaining to this Work Package** *(provide a brief explanation on each activity – max. 50 words per activity)* |  |  |  |

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| 1. **Project Gantt Chart** |

*The project Gantt chart should be inserted here. It should include a list of the work packages, deliverables and related activities on the left and a suitable time scale along the top. Each deliverable and/or activity should be represented by a bar. The position and length of the bars should reflect start dates, duration and end dates.*

brian warrington

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| 1. **Detailed information on experts who will work on the project.** |

*This section should provide an overview of the proposed participants and establish their ability to carry out the project (e.g. track record, skills and competencies, etc.).*

*Should there be any changes to the key researchers highlighted herein, the Council must be notified in writing with immediate effect. If a key researcher has not been employed prior to the submission of this application form, a profile of the expertise required should be noted herein.*

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| **Lead Partner** | ***Organisation***  brian warrington |
| ***Brief Personal profile of key researchers***  ***1.1***  1.2 |
| ***CV of the Individuals working on the Project are to be submitted under Appendix 3*** *(an example can be found therein)* |

|  |  |
| --- | --- |
| **Partner 2 (If applicable)** | ***Organisation***  brian warrington |
| ***Brief Personal profile of key researchers***  2.1  2.2 |
| ***CV of the Individuals working on the Project are to be submitted under Appendix 3*** *(an example can be found therein)* |

|  |  |
| --- | --- |
| **Partner 3 (If applicable)** | ***Organisation***  brian warrington |
| ***Brief Personal profile of key researchers***  3.1  3.2 |
| ***CV of the Individuals working on the Project are to be submitted under Appendix 3*** *(an example can be found therein)* |

|  |  |
| --- | --- |
| Associated Third Parties (Non-Partners) | *Organisation – eg. Subcontractors*  brian warrington |
| *Brief Personal profile of key researchers*  3.1  3.2 |
| *CV of the Individuals working on the Project are to be submitted under Appendix 3 (an example can be found therein)* |

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| 1. **Additional Outputs and Outcomes** |

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| --- | --- |
| **Output and Outcome** |  |
| ***1. Employment*** |  |
| How many new jobs will be created ***throughout the duration*** ***of the project***? |  |
| How many new jobs will be created ***after the lifetime*** ***of the project***, particularly in the first 3 years?  Yr 1, Yr 2, Yr 3 | , , |
| ***2. Investment*** |  |
| How much additional investment will be contributed towards the implementation of the project (if applicable). |  |
| How much investment will the industrial partner/private investor contribute in order to bring the product, service or technology to the market, particularly in the first 3 years (***following the completion of the project***)?  Yr 1  Yr 2  Yr 3 |  |
| Are any alternative sources of cofinancing such as crowdfunding, business angels, other funding programmes (EU and/or national) or financing packaging being sought? If yes, please specify the sources and the funding amount. |  |
| ***3. Publications*** |  |
| Number of publications foreseen |  |

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| 1. **Budget** |

* 1. **Budget Summary by Organization**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Eligible Direct Costs €** | **Eligible Indirect Costs €** | **Total Eligible Costs €** | **Requested Funding €** |
| Lead Partner  brian warrington | brian warrington | brian warrington | brian warrington | brian warrington |
| Partner 2  brian warrington | brian warrington | brian warrington | brian warrington | brian warrington |
| Partner 3  brian warrington | brian warrington | brian warrington | brian warrington | brian warrington |
| ***Total*** | **brian warrington** | **brian warrington** | **brian warrington** | **brian warrington** |

* 1. **Budget Detail by Organisation**

*Give an estimate of the project budget in Euros (€), broken down per participant per stage.*An excel sheet is uploaded on the website together with the application form to assist in the calculations.

1. *Eligible direct costs:* 
   * *Personnel*

***Give details of position, hourly rate, duration in number of hours, in the format of: research assistant x €18.76/hour x 100 hours.***Hourly rates should include National Insurance and Inland Revenue and allowances.

* + *Equipment*
  + *Subcontracting*
  + *Travel*
  + *Other*

1. *Eligible indirect costs are calculated at 10% of the direct costs,* ***excluding the costs of (1) subcontracting, (2) items of equipment above €5000 and (3) consumables above €5000.*** Note that for equipment, the capping of €500 is per piece while for consumables, the capping of €500 is for the total amount per partner.
2. *Audit fees must form part of the indirect costs and therefore should not be input as a separate budget line.*
3. *Total eligible cost is the sum of eligible direct and indirect costs*
4. *Requested Funding is calculated as a percentage of the total eligible cost*
   * ***Public and Private Entities at 100%***
5. ***20% of the grant*** *will be given to the beneficiary upon signing of the grant agreement, and the* ***remaining 80%*** *will be given upon certified completion of the project to MCST satisfaction.*
6. *All figures should be provided to the* ***nearest Euro.***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Lead Partner**  ***brian warrington*** | **Eligible Direct Costs €** | **Eligible Indirect Costs €** | **Total Eligible**  **Costs €** | **Requested Funding €** |
| Personnel  *(give details of position, duration, rate)*  *e.g. researcher x 100 hours x €18.76/hr* |  |  |  |  |
| brian warrington | brian warrington | brian warrington | brian warrington | brian warrington |
| Equipment  brian warrington | brian warrington | brian warrington | brian warrington | brian warrington |
| Subcontracting  brian warrington | brian warrington | brian warrington | brian warrington | brian warrington |
| Travel  brian warrington | brian warrington | brian warrington | brian warrington | brian warrington |
| Other  brian warrington | brian warrington | brian warrington | brian warrington | brian warrington |
| ***Total*** | **brian warrington** | **brian warrington** | **brian warrington** | **brian warrington** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Partner 2 (If applicable)**  ***brian warrington*** | **Eligible Direct Costs €** | **Eligible Indirect Costs €** | **Total Eligible**  **Costs €** | **Requested Funding €** |
| Personnel  *(give details of position, duration, rate)*  *e.g. researcher x 100 hours x €18.76/hr* |  |  |  |  |
| brian warrington | brian warrington | brian warrington | brian warrington | brian warrington |
| Equipment  brian warrington | brian warrington | brian warrington | brian warrington | brian warrington |
| Subcontracting  brian warrington | brian warrington | brian warrington | brian warrington | brian warrington |
| Travel  brian warrington | brian warrington | brian warrington | brian warrington | brian warrington |
| Other  brian warrington | brian warrington | brian warrington | brian warrington | brian warrington |
| ***Total*** | **brian warrington** | **brian warrington** | **brian warrington** | **brian warrington** |

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| **Partner 3 (If applicable)**  ***brian warrington*** | **Eligible Direct Costs €** | **Eligible Indirect Costs €** | **Total Eligible**  **Costs €** | **Requested Funding €** |
| Personnel  *(give details of position, duration, rate)*  *e.g. researcher x 100 hours x €18.76/hr* |  |  |  |  |
| brian warrington | brian warrington | brian warrington | brian warrington | brian warrington |
| Equipment  brian warrington | brian warrington | brian warrington | brian warrington | brian warrington |
| Subcontracting  brian warrington | brian warrington | brian warrington | brian warrington | brian warrington |
| Travel  brian warrington | brian warrington | brian warrington | brian warrington | brian warrington |
| Other  brian warrington | brian warrington | brian warrington | brian warrington | brian warrington |
| ***Total*** | **brian warrington** | **brian warrington** | **brian warrington** | **brian warrington** |

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| 1. **Participant Details and Declaration Form** |

*(To be filled by* ***each partner, including foreign partners.*** *In the case of foreign participants, the amount and type of contribution should be noted. Maximum of 2 pages per Participant)*

***Lead Partner:***

|  |  |
| --- | --- |
| **Participant Details** | |
| Organisation Name | brian warrington |
| Company Reg. No. | brian warrington |
| Organisation Role | Lead Partner  Participant |
| Organisation Type | Commercial Entity  Academic Institution  Government Entity  Professional Body  Other - please specify: |
| Organisation Address | brian warrington |

|  |  |
| --- | --- |
| **Project Contact for Organisation** | |
| Name | brian warrington |
| Position | brian warrington |
| Mobile / Telephone / Fax | M brian warringtonT brian warrington F brian warrington |
| Email | brian warrington |

|  |
| --- |
| **Organisation Profile** |
| 1. Brief history, when established, number of employees.  brian warrington  2. Field of activity and core competencies.  brian warrington  3. Research capacity & track record in related activities.  brian warrington  4. Other relevant information such as Patents and Publications.  brian warrington |

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| **Declaration** | |
| *I, brian warrington, declare and confirm that:-*   1. *I have never been found guilty by any competent Court in Malta or elsewhere of any crime[[1]](#footnote-1) and that I have never been adjudged bankrupt or insolvent by, or filed an application for insolvency before, any competent Court in Malta or elsewhere.* 2. *I have never been disqualified[[2]](#footnote-2) or excluded from participation in any Public Tender either by the Government of Malta or by the European Union or by any public entity in Malta.* 3. *I have never been disqualified[[3]](#footnote-3) or excluded from participation in any Public and/or European Union funding scheme.* | |
| **Signatures** | |
| Signature of Project Contact for Organisation | Signature of Legal Representative of the Organisation |
| Name brian warrington | Name brian warrington |
| Date  *(handwritten)* | Date  *(handwritten)* |

## APPENDIX 1

**State Aid Declaration (De Minimis)**

***To be completed by each partner***

If the submitted application is approved, the Project will benefit from *de minimis* State aid in line with *Commission Regulation (EC) No. 1407/2013 of 18 December 2013 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to de minimis aid*.

Commission Regulation (EC) No. 1407/2013 allow a ‘single undertaking’ to receive an aggregate maximum amount of *de minimis* aid of €200,000 under all *de minimis* aid measures, over a period of three fiscal years. This aggregate maximum threshold applies in principle to all economic sectors with the exception of a ‘single undertaking’ performing road freight transport for hire or reward for which a lower de Minimis threshold of EUR 100,000 over a period of three ‘fiscal years’ applies. The agriculture and fisheries sectors are subject to different thresholds and criteria. For the purpose of this declaration the term ‘single undertaking’ shall have the meaning as established in *Commission Regulation (EC) No. 1407/2013.* Moreover ‘fiscal year’ means the fiscal year as used for tax purposes by the undertaking concerned.

This maximum threshold would include all State aid granted under this scheme and any other State aid measure granted under the *de Minimis* rule. Any *de Minimis* aid received in excess of the established threshold will have to be recovered, with interest, from the undertaking receiving the aid.

The following is an indicative list of the possible forms of State aid:

* Grants from public bodies
* Loans or loan guarantees at favourable rates
* Tax benefits
* Waiving or deferral of fees or interest normally due
* Marketing and advertising assistance
* Consultancy, training and other support provided either free or at a reduced rate
* Aid for investment in environmental projects or research and development assistance
* Purchase, rent or lease of immovable property at less than market rate.

Potentially any assistance from a public body may constitute State aid. Should you have any doubts whether any public assistance received is *de Minimis* aid, you should contact the agency or department from which the assistance was received in order to ascertain this.

**Declaration**

I declare that a comprehensive amount of *de Minimis* aid received to date during the current fiscal year and the previous two fiscal years is:

|  |  |  |  |
| --- | --- | --- | --- |
| **Fiscal Year 201X** | **Fiscal Year 201X** | **Fiscal Year** **201X** | **TOTAL** |
| € | € | € | € |

A breakdown of the source, type and amount of all *de Minimis* aid received as well as that applied for from any State aid grantor, is presented overleaf.

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Business Undertaking (Full Legal Name) |  | VAT Registration Number |
|  |  |  |
|  |  |  |
| Name and Surname (BLOCK CAPITALS) |  | Position in Establishment |
|  |  |  |
|  |  |  |
| Signature |  | Date |

**Detailed information concerning applicable State aid under the *de minimis* rule.**

*(Note: Information should include both State aid received as well as applications for de minimis State aid still pending approval by potential grantors)*

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Source/Grantor** | **Type of State Aid** | **Amount in €** |
|  |  |  |  |
| *Eg: 2/01/2009* | *Central Government* | *Soft Loan Scheme* | *10,000* |
|  |  |  |  |
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*An updated State Aid (De Minimis) Declaration form is to be submitted upon the signing of the Grant Agreement should the project be selected for funding.*

**APPENDIX 2**

**PRE-AGREED DEVIATIONS TO DELIVERABLES OR BUDGETS**

Please tick if you have pre-agreed any changes to the mandatory deliverables or budgets during the Application Period. It is essential that the relevant correspondence, authorising such amendments is attached to this application form.

*Brief of any pre-agreed amendments.*

**APPENDIX 3**

**CV TEMPLATES**

|  |  |
| --- | --- |
| PERSONAL INFORMATION | Replace with First name(s) Surname(s) |
|  | Replace with telephone number  Replace with mobile number |
| State e-mail address |

|  |  |
| --- | --- |
| Replace with dates (from - to) | Replace with occupation or position held |
|  | Replace with employer’s name and locality (if relevant, full address and website) |
|  | * Replace with main activities and responsibilities |
|  | Business or sector Replace with type of business or sector |

|  |  |
| --- | --- |
| WORK EXPERIENCE |  |

[Add separate entries for each experience relevant to the role in the project. Start from the most recent.]

|  |  |
| --- | --- |
| EDUCATION AND TRAINING |  |

[Add separate entries for each course, relevant to the role in the project. Start from the most recent.]

|  |  |  |
| --- | --- | --- |
| Replace with dates (from - to) | Replace with qualification awarded |  |
| Replace with education or training organisation’s name and locality (if relevant, country) | |
| * Replace with a list of principal subjects covered or skills acquired | |

|  |  |
| --- | --- |
| Communication skills | Replace with your communication skills. Specify in what context they were acquired. Example:   * good communication skills gained through my experience as sales manager |

|  |  |
| --- | --- |
| Organisational / managerial skills | Replace with your organisational / managerial skills. Specify in what context they were acquired. Example:   * leadership (currently responsible for a team of 10 people) |

|  |  |
| --- | --- |
| Job-related skills | Replace with any job-related skills not listed elsewhere, but relevant to the role in the project. Specify in what context they were acquired. Example:   * good command of quality control processes (currently responsible for quality audit) |
| Other skills relevant to the role in the project | Replace with other relevant skills not already mentioned. Specify in what context they were acquired. Example:   * carpentry |

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| ADDITIONAL INFORMATION |  |

|  |  |
| --- | --- |
| Publications  Presentations  Projects  Conferences  Seminars  Honours and awards  Memberships  References | Replace with relevant publications, presentations, projects, conferences, seminars, honours and awards, memberships, references. Remove headings not relevant in the left column.  Example of publication:   * How to write a successful CV, New Associated Publishers, London, 2002.   Example of project:   * Devon new public library. Principal architect in charge of design, production, bidding and construction supervision (2008-2012). |

*Note a different CV template (for example a Europass CV) may be used as long as all the sections above are included.*

**APPENDIX 5**

**CHECKLIST OF ATTACHMENTS**

The following is the list of items mentioned elsewhere in this form or in the Rules for Participation that are required as part of this submission. It is the responsibility of the beneficiary to ensure that all the information that applies to this application form is enclosed. Please submit the attachments as separate documents.

|  |  |  |
| --- | --- | --- |
|  | Yes | No |
| * The application form in MS Word (.docx) format and a signed scanned copy (to be sent by email or on a pen drive) |  |  |
| * A dissemination and externalisation plan (recommended) |  |  |
| * Memorandum & Articles of Association of all partners   (except public entities) |  |  |
| * Audited financial statements for last 3 fiscal years of all partners. (In the event that the Partner is a start-up and the above documents are not available, the Partner shall provide the financial projections for three (3) years signed by an auditor, including: * an income statement, * a cash flow statement, and * a statement of financial position) |  |  |
| * Where applicable, documentation pertaining to pre-agreed deviations to deliverables or budgets. |  |  |
| * Appendix 1: State Aid Declaration |  |  |
| * Appendix 2: Pre-Agreed Deviations to Deliverables and Budgets |  |  |
| * Appendix 3: Curricula Vitae of key researchers including relevant track records. This should clearly establish that the Consortium has the potential to carry out the project. |  |  |
| * Appendix 4: A signed declaration that the beneficiary agrees to the submit all relevant technical and financial feasibility data and give consent to GAB / MCST to retain the right to utilise the data. |  |  |
| * Appendix 5: Checklist of Attachments |  |  |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Lead Partner’s Legal Representative

Lead Partner

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Lead Beneficiary

<Insert Name of Lead Beneficiary>

Lead Beneficiary

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Partner 2 *(If applicable)*

<Insert Name of Partner 2>

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Partner 3 *(If applicable)*

<Insert Name of Partner 3>

1. *This Declaration does not extend to any traffic related offences where these have been made.* [↑](#footnote-ref-1)
2. *This Declaration does not extend to disqualification of any tender proposal due to technical reasons.* [↑](#footnote-ref-2)
3. *This Declaration does not extend to disqualification of any tender proposal due to technical reasons.* [↑](#footnote-ref-3)