

**National Application Form – PRIMA – Partnership for Research and Innovation in the Mediterranean Area – Call 2019**

**Application Form**

 Version: 1

 Issue Date: December 2018

**Notes to Applicants**

1. The official National Rules for Participation can be downloaded from the [Council’s website](http://mcst.gov.mt/).
2. The National Application Form and any attached documents will be treated as confidential throughout and after the project appraisal process.
3. Only Application Forms which are complete and that include all relevant supporting documents will be evaluated.
4. Only electronically filled in application forms will be accepted. Should the application be hand-written or should the format of the application form be altered, the application form will not be evaluated.
5. All responses must be clearly explained and substantiated.
6. A complete National Application Form must be submitted to the Malta Council for Science and Technology (MCST) via email on eusubmissions.mcst@gov.mt
7. Deadline for submissionis**21st February 2019 at 17:00 CET.** Any submissions received after this date and time will be rejected.
8. This National Application Form will be evaluated in combination with the project proposal submission to *PRIMA* as part of the evaluation process and eligibility check particularly to determine the type of research and deliverables carried out by the applicant.

## 1. Applicant Details

* 1. Legal Name of Undertaking:

* 1. E-mail address:

* 1. Website address:

* 1. VAT Number:

* 1. Legal Form of Undertaking:

Choose an item.

* 1. Registration/Identification Number:

* 1. Undertaking Size:

Choose an item.

* 1. Date Established (not applicable for public undertakings)

Click here to enter a date.

* 1. Project Contact Point Information

**Name:**

**Designation:**

**Contact Number:**

**E-mail address:**

* 1. Business Activity

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| **Please state NACE Code**       A list of NACE Codes may be accessed by [clicking here](https://ec.europa.eu/eurostat/documents/3859598/5902521/KS-RA-07-015-EN.PDF).  |

**2. Project Details**

2.1. Name of Proposal:

2.2. Proposal Acronym:

2.3 Project Coordinator

2.4 List of Partners in the consortium

2.5 Start of Works

 [ ]  I confirm that Start of Works will commence after Grant Agreement signature

2.6 Project Duration (in months):

2.7 Project Type

This should be classified as per Section 1.3of the National Rules for Participation

Choose an item.

2.8. Does the project involve effective collaboration as defined in Section 4.1.2 of the National Rules?

 Choose an item.

**3. Applicable State Aid Regulation**

Please tick which State Aid Regulation you will be following.

Applicants may only opt for **one** option. Selecting more than one option will render the application ineligible.

More information is provided in the National Rules for Participation and the Council can also be contacted for further clarifications:

[ ] Regulation A

[ ] Regulation B

*\*N.B Travel costs are not considered as eligible costs under Regulation B.*

[ ] Not applicable (please provide justification below)

**4. Type of Assistance Requested**

Assistance must tally with the preferred option highlighted in Section 3.

Applicants that do not fall under any of the State Aid Regulations must also opt to apply for costs under Section 4.1 or 4.2.

Cross-referencing between Section 4.1 and 4.2 would render the application ineligible.

**4.1 Regulation A**

Costs must be in line with Section 4.1.1 of the National Rules for Participation

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| **Tick were appropriate** | **Type of Cost** |
|[ ]  Personnel Costs  |
|[ ]  Specialised Equipment and Research Consumables  |
|[ ]  Travel and Subsistence |
|[ ]  Other Operating Expenses |
|[ ]  Costs of Contractual Research, Knowledge and Patents  |
|[ ]  Overheads  |
|[ ]  Subcontracted activities  |

**4.1.1 Overall Project Value (for National Partner only)**

 €

**4.1.2 Requested Aid Intensity**

Please consult Section 4.1.1 of the National Rules for Participation to determine eligible aid intensity

Choose an item.

**4.1.3 Amount of Public Funding Requested**

 €

**4.2 Regulation B**

Costs must be in line with Section 4.1.2 of the Rules for Participation

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| **Tick were appropriate** | **Type of Cost** |
|[ ]  Personnel Costs  |
|[ ]  Instruments and Equipment  |
|[ ]  Costs of Contractual Research, Knowledge and Patents  |
|[ ]  Other Operating Expenses |
|[ ]  Overheads  |
|[ ]  Subcontracted activities |

**4.2.1 Overall Project Value (for National Partner only)**

 €

**4.2.2 Requested Aid Intensity**

Please consult Section 4.1.2 of the National Rules for Participation to determine eligible aid intensity

Choose an item.

**4.2.3 Amount of Public Funding Requested**

 €

**5. Determination as to whether an Undertaking is in Difficulty**

**This Section is to be filled in by Limited Liability Companies who are applying for assistance under Regulation B ONLY**

5.1 Has the undertaking received any rescue aid and has not yet reimbursed the loan or terminated the guarantee, or has received restructuring aid and is still subject to a restructuring plan?

**Choose an item.**

5.2 Is the undertaking subject to collective insolvency proceedings or risks being placed in collective insolvency proceedings at the request of its creditors?

**Choose an item.**

5.3 At least some members of the applicant company have an unlimited liability for the debt of the company (other than an SME that has been in existence for less than three years), where more than half of its capital as shown in the company accounts has disappeared as a result of accumulated losses.

**Choose an item.**

**Annex II.i is to be submitted by a Limited Liability Company that has been in existence for more than three years.**

**Large Undertakings are requested also to fill in Annex II.ii.**

## 6. Declaration

## Personal Data Protection

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| A. | Contact email address of the Data Protection Officer: doyle.abela@gov.mt  |
| B. | The legal basis and purpose of processing:The personal data collected by the Malta Council for Science and Technology (hereinafter ‘the Council) via this written application for the aid and its subsequent processing by the Council to evaluate data subject’s request for aid under the Scheme is in line with:1. The relevant National Rules for Participation;
2. Commission Regulation (EU) No 651/2014 of 17th June 2014 declaring certain categories of aid compatible with the internal market in application of Articles 107 and 108 of the Treaty as amended by Commission Regulation (EU) No 2017/1084 of 14 June 2017 amending Regulation (EU) No 651/2014 as regards aid for port and airport infrastructure, notification thresholds for aid for culture and heritage conservation and for aid for sport and multifunctional recreational infrastructures, and regional operating aid schemes for outermost regions and amending Regulation (EU) No 702/2014 as regards the calculation of eligible costs(hereinafter referred to as the ‘General Block Exemption Regulations’ (for Schemes notified under the General Block Exemption Regulations);
3. COMMISSION REGULATION (EU) 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 (*de minimis* Regulation);
4. Data Protection Act, Chapter 440 of the Laws of Malta and Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation).

The legitimate basis to process personal data submitted by the data subject by virtue of his/her written application for aid is Regulation 6 (1)(b) of the General Data Protection Regulation (“GDPR”), as ‘*processing is necessary in order to take steps at the request of the data subject prior to entering into a contract*’. |
| C. | Data retention period:The data collected by the Council as submitted by the data subject via this written application for aid will be retained for a period of ten (10) years from the last aid granted to the Undertaking represented by the data subject in relation to this written application for aid, in line with the Scheme National Rules for Participation and Article 12 of the General Block Exemption Regulations or Article 6 of the *de minimis* Regulation. |
| D. | 1. Pursuant to the Regulation, you have the right to access the personal data, rectify inaccurate personal data, request to erase personal data and request the Council to restrict the processing of personal data.

To exercise such rights, you are to submit a written request to the Data Protection Officer via the contact e-mail address.Any erasing and/or rectification of personal data and/or restriction of processing as referred to above may:* 1. Render one or more cost items or the Undertaking ineligible for assistance under the Scheme or render void the Grant Agreement issued in favour of the Undertaking for assistance under the Scheme in relation to this written application for aid;
	2. Lead the Council to enforce a recovery of aid granted to the Undertaking as part of this written application for aid.
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| E. | Sharing of data where strictly necessary and required by law:For the purpose of processing this written application for aid in line with the Scheme National Rules for Participation, the General Block Exemption Regulations or the ‘*de minimis Regulations*’, the Council shall share the data provided via this application with other Government Entities, subject that such processing satisfies at least one of the grounds listed under Regulation of the GDPR. |
| F. | For the purpose of monitoring of aid in line with Article 6 of the *de minimis* Regulations and Articles 11 and 12 of the General Block Exemption Regulations or where legally required, any data provided as part of this written application for aid may be shared with the European Commission.   |
| G. | For any individual aid awarded in excess of €500,000 as part of this written application for aid, the details of the Beneficiary, the awarded aid and the project details shall be published as provided for in Article 9 of the General Block Exemption Regulation. |
| H. | If you feel that your data protection rights have been infringed, you have the right to lodge a complaint with the Information and Data Protection Commissioner.  |
| I. | Authorisation to engage with the Council on matters related to this application.I the undersigned, as legal representative of the Applicant Undertaking, authorise the following Legal Bodies and/or Natural Persons to act on my behalf with the Council with respect to matters related to this written application for aid and any subsequent documentation exchanged between the two parties in relation to the same written application for aid.

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| **Name of Legal Entity** | **Name and Surname of Natural Person granted authorisation(1)** | **E-mail address of party granted authorisation(2)** |
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Note 1: Leave empty if authorisation is intended to any natural person engaged with the Legal Entity. Otherwise specify the name and surname of the person(s) working for the Legal Entity to whom the authorisation is intended.Note 2: Written communication with the Legal Entity and/or Natural Person granted authorisation via email will only be accepted via the email address specified in the table above. The Undersigned should be copied (via the email address specified in this application) in any communication between the Council and the Person granted authorisation as per above table.  |
| J. |

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| --- | --- |
| **Name and Surname of person giving authorisation:** |       |
| **E-mail address of person giving authorisation:** |       |
| **Signature of person giving authorisation:** |       |
| **Designation:** |  |
| **Date:** | Click here to enter a date. |
| *The person giving authorisation should correspond to the data subject of personal data contained in this application as well as represent the Applicant Undertaking as its legal representative.* |
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## 6.2 Cumulation of Aid

The undersigned declares that aid approved under this incentive is in line with the terms and conditions set out in the National Rules for Participation and in line with Cumulation Article 8 of the Commission Regulation (EU) No 651/2014 of 17 June 2014 declaring certain categories of aid compatible with the internal market in application of Articles 107 and 108 of the Treaty.

## 6.3 Double Funding

The undersigned confirms that there has not been any approval or has been granted any public funding, financing or fiscal benefit in respect to the cost items included in this request for aid and will not seek funding or fiscal benefits for these cost items through other **National** and/or **European Union** measures. Such measures may include:

* Schemes administered by Malta Council for Science & Technology (MCST), Malta Enterprise, the Planning and Priorities’ Coordination Division (PPCD), the Measure and Support Division, the Tourism and Sustainable Development Unit (TSDU), the Employment & Training Corporation (ETC), the Energy and Water Agency and other government funded schemes operated by other entities (such as JAMIE financial instrument).
* Schemes funded through Horizon 2020, ERDF, ESF and any other European Union programmes/instruments.

## Outstanding Recovery Order

The undersigned confirms that the applicant is not subject to an outstanding recovery order following a previous Commission decision declaring an aid illegal and incompatible with the internal market should be excluded from the scope of this Regulation.

## Transparency Obligations

For any individual aid awarded in excess of EUR 500 000, the details of the beneficiary; the aid awarded; and the project details; shall be published as provided for in Article 9 of the COMMISSION REGULATION (EU) No 651/2014 of 17 June 2014 declaring certain categories of aid compatible with the internal market in application of Articles 107 and 108 of the Treaty.

By submitting this application, I hereby acknowledge that the Council shall abide with any applicable transparency rules and may publish and make available to third parties information as required by such rules.

# 7. Signatures

The undersigned hereby authorises the Council to process the data contained in this form for the purpose stated above and declare that the information on this form and any other information given in support of this application is correct to the best of my knowledge.

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| **Name of Applicant (full legal name)** |       |

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| **Name and Surname of signatory authorised to represent the Applicant (in capital letters)** |       |

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| **Position in Undertaking** |       |

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| **Telephone Number/s** |       |

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| **E-mail address** |       |

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| **Signature**  |       |

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|  **Date** | Click here to enter a date. |

## 8. Check List

Please ensure that the following annexes are attached to your application.

[ ] Application Form completely filled in and duly signed

**Annex I may be downloaded from the Council’s website and attached to the application by entities applying for Regulation A ONLY**

[ ]  **Annex I** De Minimis Form

**Annexes II.i and II.ii may be downloaded from the Council’s website and are to be attached by Limited Liability Companies AND applying for Regulation B ONLY**

[ ]  **Annex II.i** Determination as to whether an undertaking is in difficulty (applicable to all undertakings other than an SME that has been in existence for less than three years)

[ ]  **Annex II.ii** Determination as to whether an undertaking is in difficulty (applicable only to Large Undertakings)

**Annex III may be downloaded from the Council’s website and attached to the application by undertakings applying for Regulation B only**

[ ]  **Annex III** Enterprise Size Declaration

 **Annex IV** Please tick accordingly (applicable only for limited liability companies):

[ ] With this application, I have annexed the memorandum of articles of Association or other constitutive document as well as the audited financial statements for the last three (3) years.

[ ] I hereby authorise the Council to obtain the memorandum of articles of Association or other constitutive document as well as the audited financial statements for the last three (3) years through the MFSA.

*In the case of start-ups that do not have the above documents available, please annex with this application, financial projects for three (3) years signed by an auditor (to include an income statement, a cash flow statement and a statement of financial position).*