

**National Application Form – PRIMA – Call 2023**

**Application Form**

Version: 3

Issue Date: January 2023

**Notes to Applicants**

1. The official National Rules for Participation can be downloaded from the [Council’s website](http://mcst.gov.mt/). Kindly ensure that this application form is filled in with reference to the National Rules for Participation 2023 for this scheme.
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 [prima.mcst@gov.mt](mailto:prima.mcst@gov.mt)
7. Deadline for submissionis**29th March 2023 at 23:59 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 pre-proposal submitted to the *PRIMA secretariat* by the Project Coordinator, as part of the evaluation process and eligibility check particularly to determine the type of research and deliverables carried out by the applicant. The Council reserves the right to request further information should this be required.

## 1. Applicant Details

* 1. Legal Name of Undertaking / Entity:

* 1. E-mail address:

* 1. Website address:

* 1. VAT Number (not applicable to public entities):

* 1. Legal Form of Undertaking / Entity:

Choose an item.

* 1. Registration/Identification Number (not applicable to public entities):

* 1. Entity / Undertaking Size:

Choose an item.

* 1. Date Established (not applicable for public entities):

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 Type of Research undertaken by beneficiary in the proposal

This should be classified as per the definitions of either ‘Fundamental Research, ‘Industrial Research’ and/or ‘Experimental Development’ as per Section 1.3of the National Rules for Participation. Please note that these classifications need to correspond to the activities that you will be undertaking. Such activities could be of mixed research type and might not necessarily be of the same research type as activities undertaken by other partners in the consortium. A clear and thorough justification shall need to be provided below.

Choose an item.

Click or tap here to enter text.

2.8. Does the project involve effective collaboration? (For applicants applying under the GBER route, the explanation shall need to align with the requirements and definition of *‘effective collaboration’* in Sections 1.3 and 4.1.2 of the State Aid National Rules for Participation.)

Choose an item.

If yes, please provide explanation as to why this is so:

Click or tap here to enter text.

**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 (*de Minimis*) *(Applicants shall need to submit a complete Annex I at full proposal stage - Stage 2)*

Regulation B (GBER) *(Applicants shall need to submit a complete Annex II and III at full proposal stage - in Stage 2)*

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

State Aid not applicable *(Applicants shall need to sign the declaration provided in either Annex IV or Annex V of this application form at pre-proposal Stage - Stage 1)*

**4. Type of Assistance Requested**

Assistance must tally with the preferred option highlighted in Section 3 of this Application Form.

**4.1 Regulation A**

Costs must be in line with Section 4.1.1 of the National Rules for Participation (State Aid version). Please tick the type of costs foreseen. The full budget breakdown shall be requested during Stage 2 of the Call. This shall be reviewed and subsequently inserted in the Grant Agreement of successful projects.

|  |  |
| --- | --- |
| **Tick where appropriate** | **Type of Cost** |
|  | Personnel Costs |
|  | Specialised Equipment and Research Consumables |
|  | Travel and Subsistence |
|  | Other Operating Expenses **(please provide more details below)** |
|  | Costs of IP & knowledge transfer activities |
|  | Overheads |
|  | Subcontracted activities (**please provide more details below)** |

**Please specify the Other Operating Expenses foreseen and any other comments you would wish to include:**

Please note that an end of project dissemination event is a mandatory deliverable. Cost for event shall thus need to be taken into consideration when planning the budget.

Click or tap here to enter text.

**Please specify the Subcontracted Activities foreseen and any other comments you would wish to include:**

Click or tap here to enter text.

**4.1.1 Overall Project Value for applicant filling in this Application Form (i.e., sum of requested funding and own funding)**

€

**4.1.2 Requested Aid Intensity**

Please consult Section 4.1.1 of the National Rules for Participation to determine eligible aid intensity (not more than 75%)

      %

**4.1.3 Amount of Public Funding Requested – this can be up to 75% aid intensity requirement for *de Minimis* applications (i.e., up to 75% of the value inserted in Section 4.1.1 of this Application form)**

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**4.2 Regulation B**

Costs must be in line with Section 4.1.2 of the Rules for Participation (State Aid version). Please tick the type of costs foreseen. The full budget breakdown shall be requested during Stage 2 of the Call. This shall be reviewed and subsequently inserted in the Grant Agreement of successful projects.

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| --- | --- |
| **Tick were appropriate** | **Type of Cost** |
|  | Personnel Costs |
|  | Specialised equipment & research consumables |
|  | Costs of IP and knowledge transfer activities |
|  | Other Operating Expenses **(please provide more details below)** |
|  | Overheads |
|  | Subcontracted activities **(please provide more details below)** |

**Please specify the Other Operating Expenses foreseen and any other comments you would wish to include:**

Please note that an end of project dissemination event is a mandatory deliverable. Cost for event shall thus need to be taken into consideration when planning the budget.

Click or tap here to enter text.

**Please specify the Subcontracted activities foreseen and any other comments you would wish to include:**

Click or tap here to enter text.

**4.2.1 Overall Project Value for applicant filling in this Application Form (i.e., sum of requested funding and own funding)**

€

**4.2.2 Requested Aid Intensity**

Please consult Section 4.1.2 of the National Rules for Participation to determine eligible aid intensity. This will depend on the size of the undertaking as well as requirements for effective collaboration under GBER.

Choose an item.

**4.2.3 Amount of Public Funding Requested (this shall need to align to the requested aid intensity chosen in 4.2.2 of this application form)**

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**4.3 State Aid not applicable**

Costs must be in line with Section 4.1 of the National Rules for Participation (non-State Aid version). Please tick the type of costs foreseen. The full budget breakdown shall be requested during Stage 2 of the Call. This shall be reviewed and subsequently inserted in the Grant Agreement of successful projects.

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| --- | --- |
| **Tick where appropriate** | **Type of Cost** |
|  | Personnel Costs |
|  | Specialised Equipment and Research Consumables |
|  | Travel and Subsistence |
|  | Other Operating Expenses **(please provide more details below)** |
|  | Costs of IP & knowledge transfer activities |
|  | Overheads |
|  | Subcontracted activities **(please provide more details below)** |

**Please specify the Other Operating Expenses foreseen and any other comments you would wish to include:**

Please note that an end of project dissemination event is a mandatory deliverable. Costs for such an event shall thus need to be taken into consideration when planning the budget.

Click or tap here to enter text.

**Please specify the Subcontracted Activities foreseen and any other comments you would which to include:**

Click or tap here to enter text.

**4.3.1 Overall Project Value for applicant filling in this application form (i.e., equal to the sum of requested funding)**

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**4.3.2 Requested Aid Intensity**

Choose an item.

**4.3.3 Amount of Public Funding Requested (this can go up to 100% of the overall project value inserted in 4.3.1 of this application form)**

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## 5. Declarations

## Personal Data Protection

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| --- | --- |
| A. | Contact email address of the Data Protection Officer: dpo.mcst@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) through all documentation submitted, 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 of this Call; 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 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, by Commission Regulation (EU) 2020/972 of 2 July 2020 amending Regulation (EU) No 1407/2013 as regards its prolongation and amending Regulation (EU) No 651/2014 as regards its prolongation and relevant adjustments, and by Commission Regulation (EU) 2021/1237 of 23 July 2021 amending Regulation (EU) No 651/2014 declaring certain categories of aid compatible with the internal market in application of Articles 107 and 108 of the Treaty, and as may be subsequently amended, (hereinafter referred to as the ‘General Block Exemption Regulation’), in the case of those projects submitted under Regulation B of the National Rules for Participation – State aid. 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), as amended by Commission Regulation (EU) 2020/972 of 2 July 2020, amending Regulation (EU) No 1407/203 as regards its prolongation and amending Regulation (EU) No 651/2014 as regards its prolongation and relevant adjustments, in the case of those projects submitted under Regulation A of the National Rules for Participation – State aid. 4. Data Protection Act, Chapter 586 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). 5. 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 application for aid will be retained for a period of ten (10) years from the last aid granted to the Entity 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 Regulation or Article 6 of the *de minimis* Regulation. In the case of projects which are not awarded, data collected by the Council as submitted by the data subject, shall need to be retained for the duration of the funding programme or of the programming period. |
| D. | 1. Pursuant to the General Data Protection 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 Entity ineligible for assistance under the Scheme or render void the Grant Agreement issued in favour of the Entity 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 Entity as part of this written application for aid. |
| 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 National Regulation for the Call, the General Block Exemption Regulation or the *de minimis Regulation*, the Council may share the data provided via this application with other Government Entities and expert evaluators, subject that such processing satisfies at least one of the grounds listed under Regulation of the GDPR. The use of the Scarlet database owned by Jobs Plus shall also be used to aid in the interpretation of the ‘enterprise size declaration’, the ‘undertaking in difficulty’ and the ‘*de minimis* declaration’ forms. |
|  | For the purpose of monitoring of aid in line with Article 6 of the *de minimis* Regulation and Articles 11 and 12 of the General Block Exemption Regulation or where legally required, any data provided as part of this written application for aid may be shared with the European Commission. |
|  | For any individual aid awarded in excess of €500 000 (or for beneficiaries active in primary agricultural production, each individual aid award for such production exceeding €60 000 and for beneficiaries active in the fishery and aquaculture sector, each individual aid award exceeding €30 000) 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. |
|  | 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 the legal representative of the Applicant Entity, authorise the following Legal Bodies and/or Natural Persons to act on my behalf with the Council concerning matters related to this written application for aid and any subsequent documentation exchanged between the two parties concerning the same written application for aid.   |  |  |  | | --- | --- | --- | | **Name of Legal Entity** | **Name and Surname of Natural Person granted authorisation(1)** | **E-mail address of party granted authorisation(2)** | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  |   Note 1: Leave empty if authorisation is intended for 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. |
| J. | |  |  | | --- | --- | | **Name and Surname of the person giving authorisation:** |  | | **E-mail address of the 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 Entity as its legal representative.* | | |  | | |

## 5.2 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.

## 5.3 Double Funding

The undersigned confirms that there has not been any approval or has not 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), JobsPlus, the Energy and Water Agency and other government 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.

## Transparency Obligations

For any individual aid awarded in excess of EUR 500 000 (or for beneficiaries active in primary agricultural production, each individual aid award for such production exceeding EUR 60 000 and for beneficiaries active in the fishery and aquaculture sector, each individual aid award exceeding EUR 30 000), 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, as amended.

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.

## Additional declarations

|  |  |
| --- | --- |
| **I confirm that:**  The information given in this form is accurate to the best of my knowledge. I understand that if it is later established that the information is misrepresented, the application or funded project may be ineligible or terminated respectively. | I agree |
| I have read and I accept the terms and conditions stipulated within the declarations above and the National Rules for Participation and confirm that I agree with the eventual publication of personal data and project proposal content information of successful applicants, including name of entity, project contacts, title of proposal and abstract. | I agree |
| I accept and confirm that the personal data and project/activities proposal content information can be passed on to the Malta Council for Science and Technology to be used solely for the purposes of administering, processing, and review of the application. | I agree |
| I accept and confirm that the personal data and proposal content information can be passed on to third parties i.e., the Partner Organisation/s with whom I will be carrying out this project, solely for use in said project/activities, and that any misuse of the data or provision of data to parties outside this agreement will incur legal action. | I agree |
| 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. | I agree |
| 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. | I agree |
| I have never been disqualified[[3]](#footnote-3) or excluded from participation in any Public and/or European Union funding scheme. | I agree |
| **Name of Legal Representative:** |  |
| **Position in Entity:** |
| **Contact Details:** |
| **Signature of Legal Representative + Entity Stamp:** | **Date** |

## 6. Check List

Please ensure that the following annexes are submitted with this Application Form, depending on which State Aid Regulation you will be following (if at all). All Annexes can be downloaded from the [Council’s website](http://mcst.gov.mt/funding-opportunities/) and should be submitted along with this Application Form by the deadline.

Applications where **State Aid is not applicable** should submit Annex IV or Annex V depending on the entity as follows in Stage 1:

**Annex IV** Signed declaration where State Aid is not applicable for Public Research and Knowledge Dissemination Organisations that do not carry out an economic activity within the meaning of Article 107 TFEU and Indirect State Aid Declaration

**Annex V** Signed Declaration where State Aid is not applicable for Public Entities whose activity does not constitute an economic activity within the meaning of Article 107 TFEU (Excluding Public Research and Dissemination Organisations) and Indirect State Aid Declaration

Applications where **GBER aid** is requested should submit:

**Annex VI** Declaration for GBER Applicants

**Entities applying for aid under Regulation A (*de Minimis)* should submit the following in Stage 2:**

**Annex I** De Minimis Form

Audited financial statements for the last three (3) years

**Entities applying for aid under Regulation B (GBER) should submit the following in Stage 2:**

**Annex II** Enterprise Size Declaration Form

**Annex III** Determination as to whether an undertaking is in difficulty

Audited financial statements for the last three (3) years

**Please tick accordingly and choose only one\* (applicable only for applications under the State Aid route i.e., Regulation A or B):**

With this application form, I have annexed the memorandum of articles of Association (and any other corresponding amendments) or other constitutive document.

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 Registry of Companies (ROC).

*\*In the case of start-ups that do not have the above documents available, please provide financial projections for three (3) years signed by an auditor (to include an income statement, a cash flow statement and a statement of financial position) in Stage 2.*

Please note that other forms of documentation can be requested depending on the nature of the undertaking.

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)