Ref. Ares(2019)5620799 - 06/09/2019

STANDARD GRANT APPLICATION FORM FOR

TWINNING II

"Enhancing the cooperation between Railway Stakeholders for improving safety culture"

Reference number MOVE/C4/2020-103

PROGRAMME CONCERNED
TWINNING II - **"Enhancing the cooperation between Railway Stakeholders for improving safety culture"** ***Commission Implementing Decision C(2019) 2743 final of 12.4.2019 , amending Commission Implementing Decision C(2014) 1921 (Multi Annual Work Programme 2014 under the CEF),allows in Annex II § 4.2.2.1***
[REFERENCE NUMBER OF THE CALL FOR PROPOSALS]
MOVE/C4/2020-103
SUMMARY OF THE APPLICATION
Title:
Identity of the *[Option 1: Applicant No1] — [Option 2: Coordinator]:*
Summary of the action:
Duration (in months):
Requested amount (in €):

efore filling in this form, please read carefully the call for proposals, and any other reference documents related to this grants Please make sure that your application:

- is submitted on the correct form, completed in full and dated;
- is signed by the person authorised to enter into legally binding commitments on behalf of the applicant;
- presents a budget in conformity with the funding rules;
- meets the submission arrangements set out in the call;
- is submitted by the deadline.

The evaluation committee or, where appropriate, the authorising officer responsible may ask an applicant to provide additional information or to clarify the supporting documents submitted in connection with the application, provided that such information or clarification does not substantially change the proposal.

By submitting an application the applicant accepts that in case of award certain data like the name, locality and amount (amongst others) will be published.

No information will be published for scholarships, aid to natural persons and other direct support paid to natural persons in most need.

I. INFORMATION ON THE APPLICANTS

1 REFERENCES OF THE APPLICANTS

1.1 Coordinator

1.1.1 IDENTITY OF THE APPLICANT
Official name in full:
Acronym: (if applicable)
Official legal form: (Not applicable if the applicant is a natural person)
Legal personality[1]: (Reply by "YES" or "NO"). (In case you answered with "NO"): For entities with no legal personality under national law please indicate the representative empowered to take part in court proceedings on their behalf:
Place of establishment or registration: (Address and country)
Entity registration number: (Not applicable if the applicant is a public-sector body. For natural persons, the applicant should indicate the number of his/her identity card or, failing that, of his passport or equivalent.)
VAT number (if applicable):

The legal details will be attached in the Legal Entity Form

1.1.2 CONTACT DETAILS
Street address:
Postcode:

[1] Legal personality is understood as applicant's capacity to sign contracts and constitute a party in court proceedings under the applicable national legislation.

City:	
Region (if applicable):	
Country:	
Telephone:	Mobile:
Fax:	
E-mail address:	
Website:	

Any change in the addresses, phone numbers, fax numbers or e-mail, must be notified in writing to the Authorising Officer. The Authorising officer will not be held responsible in the event that it cannot contact an applicant**.**

1.1.3 CONTACT PERSON RESPONSIBLE FOR THE PROPOSAL	
Family name:	First Name:
Position/Function:	
Telephone:	Mobile:
Fax:	
E-mail address:	
1.1.4 LEGAL REPRESENTATIVE (PERSON AUTHORISED TO SIGN THE AGREEMENT)	
Family name:	First Name:
Position/Function/Mandate:	
Telephone:	Mobile:
Fax:	
E-mail address:	

1.2 Applicant No 2 (Repeat this part as often as is required to include all applicants).

1.2.1 IDENTITY OF THE APPLICANT
Official name in full:
Acronym: (if applicable)
Official legal form: (Not applicable if the applicant is a natural person)
Legal personality[2]: (Reply by "YES" or "NO") (In case you answered with "NO"): For entities with no legal personality under national law please indicate the representative empowered to take part in court proceedings on their behalf:
Place of establishment or registration: (Address and country)
Entity registration number: (Not applicable if the applicant is a public-sector body. For natural persons, the applicant should indicate the number of his/her identity card or, failing that, of his passport or equivalent)
VAT number (if applicable):

The legal details will be attached in the Legal Entity Form

1.2.2 CONTACT DETAILS
Street address:
Postcode:
City:
Region (if applicable):

[2] Legal personality is understood as applicant's capacity to sign contracts and constitute a party in court proceedings under the applicable national legislation.

Country:	
Telephone:	Mobile:
Fax:	
E-mail address:	
Website:	

Any change in the addresses, phone numbers, fax numbers or e-mail, must be notified in writing to the Authorising Officer. The Authorising Officer will not be held responsible in the event that it cannot contact an applicant**.**

1.2.3 CONTACT PERSON RESPONSIBLE FOR THE PROPOSAL	
Family name:	First Name:
Position/Function:	
Telephone:	Mobile:
Fax:	
E-mail address:	
1.2.4 LEGAL REPRESENTATIVE (PERSON AUTHORISED TO SIGN THE AGREEMENT)	
Family name:	First Name:
Position/Function/Mandate:	
Telephone:	Mobile:
Fax:	
E-mail address:	

1.3 Affiliated Entity No 1 (Repeat this part as often as is required to include all affiliated entities).

1.3.1 IDENTITY OF THE AFFILIATED ENTITY
Official name in full:
Acronym: (if applicable)
Official legal form: (Not applicable if the applicant is a natural person)
Legal personality[3]: (Reply by "YES" or "NO"): (In case you answered with "NO"): For entities with no legal personality under national law please indicate the representative empowered to take part in court proceedings on their behalf:
Place of establishment or registration: (Address and country)
Entity registration number: (Not applicable if the applicant is a public-sector body. For natural persons, the applicant should indicate the number of his/her identity card or, failing that, of his passport or equivalent.)
VAT number (if applicable):
Legal or capital link with the applicant, if applicable: The affiliated entity should provide a short description of the legal or capital link with the applicant and provide the statutory documents and/or consolidated accounts.

[3] Legal personality is understood as applicant's capacity to sign contracts and constitute a party in court proceedings under the applicable national legislation.

1.4 Implementing body No 1 (Repeat this part as often as is required to include all implementing bodies).

1.4.1 IDENTITY OF THE Implementing body **(**This box shall be filled in by all implementing bodies. In addition, all implementing bodies require the approval of the EU Member State(s) concerned by the proposed Action. For this purpose, they must provide a signed Member State Approval Form (annexed to this call).
Official name in full:
Acronym: (if applicable)
Official legal form: (Not applicable if the applicant is a natural person)
Legal personality[4]: (Reply by "YES" or "NO"): (In case you answered with "NO"): For entities with no legal personality under national law please indicate the representative empowered to take part in court proceedings on their behalf:
Place of establishment or registration: (Address and country)
Entity registration number: (Not applicable if the applicant is a public-sector body. For natural persons, the applicant should indicate the number of his/her identity card or, failing that, of his passport or equivalent.)
VAT number (if applicable):

[4] Legal personality is understood as applicant's capacity to sign contracts and constitute a party in court proceedings under the applicable national legislation.

2 BANK DETAILS

The bank details will be attached in the Bank Account Form (BAF)

3 PROFILE OF THE APPLICANTS

3.1 [Option 1: Applicant No1] — [Option 2: Coordinator]

PROFILE OF THE [APPLICANT No1] [Coordinator] — GENERAL AIMS AND ACTIVITIES	
[Year of foundation]:	
The entity shall state his legal status by ticking one or several options	
☐ Public body	☐ International Organisation
☐ Non-profit making organisation	☐ Social Partner
☐ Educational and training establishment	☐ Research Centre/Institute
☐ Other (please specify)	☐ SME
☐ Natural Persons	
The [applicant No1] [Coordinator] should provide a short description of the organisation/group/consortium including affiliated entities. Where appropriate include information on membership, with respect to the eligibility criteria indicated in the specific call.	

3.2 [Applicant No 2] (Repeat this part as often as is required to include all applicants)

PROFILE OF THE APPLICANT — GENERAL AIMS AND ACTIVITIES	
[Year of foundation]:	
The entity shall state his legal status by ticking one or several options	
☐ Public body	☐ International Organisation
☐ Non-profit making organisation	☐ Social Partner
☐ Educational and training establishment	☐ Research Centre/Institute
☐ Others (please specify)	☐ SME
☐ Natural Persons	

3.3 Affiliated Entity No 1 (Repeat this part as often as is required to include all affiliated entities)

PROFILE OF THE AFFILIATED ENTITY No 1 — GENERAL AIMS AND ACTIVITIES	
[Year of foundation]:	
The entity shall state his legal status by ticking one or several options	
☐ Public body	☐ International Organisation
☐ Non-profit making organisation	☐ Social Partner
☐ Educational and training establishment	☐ Research Centre/Institute
☐ Others (please specify)	☐ SME
☐ Natural Persons	

4 INFORMATION ON THE GOVERNANCE OF THE APPLICANTS

4.1 [Option 1: Applicant n.1] — [Option 2: Coordinator]

4.1.1 APPLICANT'S STRUCTURE

List the organisations and/or natural persons holding capital or shares in the applicant, where appropriate specifying the proportion held (insert rows if necessary)

Organisation/Natural person	**Proportion held**

4.1.2 APPLICANT'S MANAGEMENT

List the members of the applicant's administrative board or equivalent body, specifying their profession and position (insert rows if necessary)

Member	**Profession/Position**

4.2 [Applicant n. 2] (Repeat this part as often as is required to include all applicants)

4.2.1 APPLICANT'S STRUCTURE List the organisations and/or natural persons holding capital or shares in the applicant, specifying the proportion held where appropriate (insert rows if necessary).	
Organisation/Natural person	**Proportion held**

4.2.2 APPLICANT'S MANAGEMENT List the members of the applicant's administrative board or equivalent body, specifying their profession and position (insert rows if necessary).	
Member	**Profession/Position**

II. OPERATIONAL AND FINANCIAL CAPACITY

1 OPERATIONAL CAPACITY

1.1 [Option 1: Applicant No1] — [Option 2: Coordinator]

OPERATIONAL CAPACITY TO COMPLETE THE PROPOSED ACTION OF THE APPLICANT
The applicant should provide *a* description of its relevant competences and previous experiences as well as those of the key staff who will be involved in the project (according to their profiles or CVs) as a proof of its capacity to implement the action effectively.]

Name of the applicant:				
Project title:		**Sector**		
Location of the action	**Amount of the action (EUR)**	**Role in the action: Coordinator, co-applicant, affiliated entity**	**Budgetary share in the project**	**Dates (from dd/mm/yyyy to dd/mm/yyyy)**
…	…	…	…	…
Objectives and results of the action				

1.2 Applicant No2 (Repeat this part as often as is required to include all applicants)

OPERATIONAL CAPACITY TO COMPLETE THE PROPOSED ACTION OF THE APPLICANT
The applicant should provide a description of its relevant competences and previous experiences as well as those of the key staff who will be involved in the project (according to their profiles or CVs) as a proof of its capacity to implement the action effectively.

Name of the applicant:	
Project title:	**Sector**

Location of the action	Amount of the action (EUR)	Role in the action: Coordinator, co-applicant, affiliated entity	Budgetary share in the project	Dates (from dd/mm/yyyy to dd/mm/yyyy)
…	…	…	…	…
Objectives and results of the action				

1.3 Affiliated Entity No1 (Repeat this part as often as is required to include all affiliated entities)

OPERATIONAL CAPACITY TO COMPLETE THE PROPOSED ACTION OF THE AFFILIATED ENTITY No 1
The affiliated entity should provide a description of its relevant competences and previous experiences as well as those of the key staff who will be involved in the project (according to their profiles or CVs) as a proof of its capacity to implement the action effectively.

Name of the entity:				
Project title:		**Sector**		
Location of the action	**Amount of the action (EUR)**	**Role in the action: Coordinator, co-applicant, affiliated entity**	**Budgetary share in the project**	**Dates (from dd/mm/yyyy to dd/mm/yyyy)**
…	…	…	…	…
Objectives and results of the action				

2 FINANCIAL CAPACITY

LEGAL NOTICE

For grants of or below EUR 60 000 as well as for grants to public bodies and international organisations the only supporting document to be required is the Declaration of Honour provided in section 5.

2.1 [Option 1: Applicant No1] — [Option 2: Coordinator]

PROOF OF FINANCIAL CAPACITY

Applicants should provide the following document[s] as evidence of their financial capacity:

- *Appropriate statement from banks or tax declaration or evidence of professional risk indemnity insurance (to be provided by natural persons).*
- *Balance sheets or extracts from balance sheets for the last financial year for which the accounts have been closed*
- *Profit and loss account for the last financial year for which the accounts have been closed].For newly created entities, the business plan will replace closed accounts.*

2.2 [Applicant No 2] (Repeat this part as often as is required to include all applicants)

PROOF OF FINANCIAL CAPACITY

Applicants should provide the following document[s] as evidence of their financial capacity:

- *Appropriate statement from banks or tax declaration or evidence of professional risk indemnity insurance (to be provided by natural persons).*
- *Balance sheets or extracts from balance sheets for the last financial year for which the accounts have been closed.*
- *Profit and loss account for the last financial year for which the accounts have been closed. For newly created entities, the business plan will replace closed accounts.*

[2.3 Affiliated Entity No 1] (Repeat this part as often as is required to include all affiliated entities)

PROOF OF FINANCIAL CAPACITY (No 1 - to be repeated for each affiliated entity. This box shall ONLY be filled in the case where several entities satisfy the criteria for being awarded a grant and together form ONE entity, to be treated as the sole beneficiary)

Affiliated entities should provide the following document[s] as evidence of their financial capacity:

- *Appropriate statement from banks or tax declaration or evidence of professional risk indemnity insurance (to be provided by natural persons).*
- *Balance sheets or extracts from balance sheets for the last financial year for which the accounts have been closed.*
- *Profit and loss account for the last financial year for which the accounts have been closed.For newly created entities, the business plan will replace closed accounts.*

[2.4 GUARANTEES GRANTED BY THIRD PARTIES]

(applicants should state whether there are any guarantees provided by one or more third party, for example a State guarantee)

III. INFORMATION ON THE ACTION FOR WHICH THE GRANT IS REQUESTED

1 DESCRIPTION OF THE ACTION
Title:
Reference:
a) Describe the general and specific objectives that the action aims to achieve: Applicants should explain how the general and specific objectives of the action will contribute to the objectives of the Union grant programme concerned. Where possible, specify related indicators to assess the project's achievements and expected impacts.
b) Describe the action on the basis of the main activities planned and where it will be implemented
c) Methodology to be followed/project implementation Applicants should explain the methodology, both theoretical and practical, that will be followed in order to meet the general and specific objectives of the action described above. Applicants should also explain how they intend to distribute the tasks among themselves. This might include support to third parties. In case of financial support foreseen to third parties the applicant should specify the different types of activity, the definition of the persons or categories of persons which may receive such financial support and the criteria to give it and the maximum amount. If the financial support takes the form of a prize the applicant should specify the conditions for participation in the contest, the award criteria, the amount of the prize and the payment arrangements. The applicant should explain which part of the action will be subcontracted (list of main activities to be carried out) as well as which activities will be undertaken by affiliated entities (if applicable).
d) Expected results and their use: Applicants should specify the benchmarks or deliverables which they intend to employ to achieve the expected results and targets and how they will be used and disseminated.
e) Arrangements for monitoring/supervision of the operation and any risks involved in its implementation: Applicants should explain how the action will be supervised. They should refer to risks involved in its implementation, how they might affect the objectives and outcomes of the action and how they could be mitigated.

f) Sustainability of the project's achievements:

Applicants should explain how sustainability will be secured once the action has been completed. This can include considerations about different dimensions of sustainability: financial, economic, institutional (structures which would allow the results of the action to continue), environmental, policy, etc. (where applicable, depending on the provisions of the basic act).

2 PLANNED DURATION OF THE ACTION (in months):

Planned starting date:

TIMETABLE FOR EACH STAGE OF THE ACTION SHOWING MAIN DATES AND EXPECTED RESULTS FOR EACH STAGE (table to be repeated as many times as necessary)

[*The Authorising officer can require a planning chart (e.g. Gantt chart) or leave the choice to the applicant]*

	Semester 1						Semester 2					
Activity	Month 1	2	3	4	5	6	7	8	9	10	11	12
	Semester 3						Semester 4					
Activity	Month 1	2	3	4	5	6	7	8	9	10	11	12

LEGAL NOTICE

Applicants are informed that, under the Financial Regulation applicable to the general budget of the European Union, no grants may be awarded retrospectively for actions already completed. In those exceptional cases accepted by the Commission where applicants demonstrate the need to start the action or work programme before the agreement is signed or the decision notified,

expenditure eligible for financing may not have been incurred before the grant application was lodged or in the case of an operating grant, before the start of the beneficiary's budgetary year.

3 BUDGET

Estimated Budget — Annex 1

Applications must include a detailed estimated budget in balance, in which all costs are given in euros. Applicants from countries outside the euro zone may use [the conversion rates published in the Official Journal of the European Union, series C, during the month in which they are submitting the application] [the monthly rate published on the Commission's website at www.ec.europa.eu/budget/inforeuro/].

IV. ADDITIONAL FUNDING

1 UNION FUNDING
1.1 APPLICATIONS AND/OR ONGOING FUNDING OF THE UNION
Have any of the applicants or affiliated entities received or applied for any Union funding for the same action or part of the action or for its functioning during the same financial year? ☐ NO ☐ YES — Continue to the following table

APPLICATION, GRANT OR ANY OTHER EU FUNDING — To be specified for each of the applications or obtained grants in the current or previous years (add columns if necessary)		
	Programme 1	**Programme 2**
Title of the action (or part of the action)		
Union Programme concerned		
Union Institution or Body/Agency to which the application was submitted or which took the award decision		
Year of award or application and duration of the operation		
Value of the application, grant or other Union funding		

LEGAL NOTICE
Applicants must inform the Commission department to which this application is submitted if any of the above-mentioned applications for funding made to other European Commission departments or Union Institutions or bodies/agencies has been approved by them after the submission of this grant application.

2 OTHER SOURCES OF EXTERNAL FUNDING — NON UNION
2.1 **SUPPORT AWARDED**
Have any of the applicants or any of the affiliated entities already received confirmation relating to any external funding for the action? ☐ NO ☐ YES — Continue to the [table in the Annexes (Budget)] [following table]

CONTRIBUTIONS BY THIRD PARTIES The applicants should indicate the details of the third party following the model below — Third parties must be the same as those listed in the budget (add rows if necessary)	
Third Party 1	
Official name in full	
Official address	
Estimated amount of funding to be provided for the operation	
Conditions or reservations (if any)	

2.2 **REQUESTED SUPPORT**
Have any of the applicants or any of the affiliated entities requested, applied or are awaiting confirmation relating to external funding for the action? ☐ NO ☐ YES — Continue to the [table in the Annexes (Budget)] [following table]

DETAILS OF FUNDS REQUESTED — The applicant should indicate the details of the requested funds following the model below (add rows if necessary)	
Organisation/Entity Concerned 1	
Name of the organisation	
Official address	
Requested amount	

If processing your reply to the call for proposals involves the recording and processing of personal data (such as your name, address and CV), such data will be processed pursuant to

Regulation (EU) 2018/1725 of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data. Unless indicated otherwise, any personal data requested are required to evaluate your application in accordance with the call for proposals and will be processed solely for that purpose by [*insert entity acting as data controller*]. Details concerning the processing of your personal data are available on the privacy statement at:
http://ec.europa.eu/dataprotectionofficer/privacystatement_publicprocurement_en.pdf.

Your personal data may be registered in the Early Detection and Exclusion System (EDES) if you are in one of the situations mentioned in Article 136 of the Financial Regulation[5]. For more information, see the Privacy Statement on
http://ec.europa.eu/budget/explained/management/protecting/protect_en.cfm

Annexes: - Budget

[- Bank Account Form (BAF)]

[- Legal Entity Form (LEF)]

[Statutory documents and consolidated accounts]

[5] Regulation (EU, Euratom) 2018/1046 of the European Parliament and of the Council of 18 July 2018 on the financial rules applicable to the general budget of the Union (OJ L 193, 30.7.2018, p.1).

V. DECLARATION ON HONOUR

Ref: CALL FOR PROPOSAL for TWINNING II

"Enhancing the cooperation between Railway Stakeholders for improving safety culture"
Reference number MOVE/C4/2020-103

"The objective of this Programme Support Action is to assist the European rail sector in sharing knowledge and best practices on safety culture to support new approaches to safety management.The action should result in a shared understanding of what are the possible opportunities, benefits but also blockers to a more mature and just safety culture. It shall prepare grounds for implementation for occurrence reporting. "

The undersigned [*insert the name of the person signing this form*], representing:

(*only for natural persons*) himself or herself:	(*only for legal persons*) the following entity:
ID or passport number:	Full official name: Official legal form: Statutory registration number**:** Full official address: VAT registration number:

[which has been authorised to sign the present declaration on behalf of the following other entities[6]:

[insert names of other entities on behalf of which the declaration is being signed]]

declares that each entity:

➢ is eligible in accordance with the criteria set out in the specific call for proposals;
➢ has the required financial and operational capacity as set out in the specific call for proposals[7];
➢ has not received any other Union funding to carry out the action subject of this grant application and commits to declare immediately to the Commission/ the Agency any other such Union funding it would receive until the end of the action.

IF ANY OF THE ABOVE REQUIREMENTS IS NOT SATISFIED, PLEASE INDICATE in annex to this declaration which and THE NAME OF THE CONCERNED ENTITY(ies) WITH A BRIEF EXPLANATION.

I – SITUATIONS OF EXCLUSION CONCERNING THE ENTITY(IES)

➢ declares that each entity is **not** in one of the following situations. ***If yes, please indicate in annex to this declaration which situation and the name(s) of the concerned entity(ies) with a brief explanation.***
a) it is bankrupt, subject to insolvency or winding up procedures, its assets are being administered by a liquidator or by a court, it is in an arrangement with creditors, its business activities are

[6] Please also consult the call for proposals in case specific options are defined to sign the declaration
[7] This does not apply to affiliated entities except if their financial capacity and operational capacity is necessary due to the fact that the beneficiary composed of these affiliated entities does not have the required capacity itself.

	suspended or it is in any analogous situation arising from a similar procedure provided for under national legislation or regulations;
b)	it has been established by a final judgement or a final administrative decision that it is in breach of its obligations relating to the payment of taxes or social security contributions in accordance with the law of the country in which it is established, with those of the country in which the authorising officer is located or those of the country of the performance of the contract;
c)	it has been established by a final judgement or a final administrative decision that it is guilty of grave professional misconduct by having violated applicable laws or regulations or ethical standards of the profession to which the entity belongs, or by having engaged in any wrongful conduct which has an impact on its professional credibity where such conduct denotes wrongful intent or gross negligence, including, in particular, any of the following: (i) fraudulently or negligently misrepresenting information required for the verification of the absence of grounds for exclusion or the fulfilment of selection criteria or in the performance of a contract, a grant agreement or a grant decision; (ii) entering into agreement with other persons with the aim of distorting competition; (iii) violating intellectual property rights; (iv) attempting to influence the decision-making process of the Commission/ the Agency during the award procedure; (v) attempting to obtain confidential information that may confer upon it undue advantages in the award procedure;
d)	it has been established by a final judgement that it is guilty of the following:
	(i) fraud, within the meaning of Article 1 of the Convention on the protection of the European Communities' financial interests, drawn up by the Council Act of 26 July 1995;
	(ii) corruption, as defined in Article 3 of the Convention on the fight against corruption involving officials of the European Communities or officials of EU Member States, drawn up by the Council Act of 26 May 1997, and in Article 2(1) of Council Framework Decision 2003/568/JHA, as well as corruption as defined in the legal provisions of the country where the authorising officer is located, the country in which the entity is established or the country of the performance of the contract;
	(iii) participation in a criminal organisation, as defined in Article 2 of Council Framework Decision 2008/841/JHA;
	(iv) money laundering or terrorist financing, as defined in Article 1 of Directive 2005/60/EC of the European Parliament and of the Council;
	(v) terrorist-related offences or offences linked to terrorist activities, as defined in Articles 1 and 3 of Council Framework Decision 2002/475/JHA, respectively, or inciting, aiding, abetting or attempting to commit such offences, as referred to in Article 4 of that Decision;
	(vi) child labour or other forms of trafficking in human beings as defined in Article 2 of Directive 2011/36/EU of the European Parliament and of the Council;
e)	it has shown significant deficiencies in complying with the main obligations in the performance of a contract, a grant agreement or a grant decision financed by the Union’s budget, which has led to its early termination or to the application of liquidated damages or other contractual penalties, or which has been discovered following checks, audits or investigations by an Authorising Officer, OLAF or the Court of Auditors;
f)	it has been established by a final judgment or final administrative decision that it has committed an irregularity within the meaning of Article 1(2) of Council Regulation (EC,

Euratom) No 2988/95;
g) for the situations of grave professional misconduct, fraud, corruption, other criminal offences, significant deficiencies in the performance of the contract or irregularity, it is subject to: i. facts established in the context of audits or investigations carried out by the Court of Auditors, OLAF or internal audit, or any other check, audit or control performed under the responsibility of an authorising officer of an EU institution, of a European office or of an EU agency or body; ii. non-final administrative decisions which may include disciplinary measures taken by the competent supervisory body responsible for the verification of the application of standards of professional ethics; iii. decisions of the ECB, the EIB, the European Investment Fund or international organisations; iv. decisions of the Commission relating to the infringement of the Union's competition rules or of a national competent authority relating to the infringement of Union or national competition law; v. decisions of exclusion by an authorising officer of an EU institution, of a European office or of an EU agency or body.

II – SITUATIONS OF EXCLUSION CONCERNING NATURAL PERSONS WITH POWER OF REPRESENTATION, DECISION-MAKING OR CONTROL OVER THE ENTITY(IES)

This section applies only to declarations by legal persons, with the exception of Member States and local authorities

➢ declares that, for each entity(ies) subject to this declaration, (a) **natural person**(s) who is/are member(s) of the administrative, management or supervisory body(ies) or who has/have powers of representation, decision or control (this covers company directors, members of management or supervisory bodies, and cases where one person holds a majority of shares) is/are **not** in one of the following situations. ***If yes, please indicate in annex to this declaration which situation and the name(s) of the concerned person(s) and entity(ies) with a brief explanation.***
- situation (c) above (grave professional misconduct)
- situation (d) above (fraud, corruption or other criminal offence)
- situation (e) above (significant deficiencies in performance of a contract)
- situation (f) above (irregularity)

III – SITUATIONS OF EXCLUSION CONCERNING NATURAL OR LEGAL PERSONS ASSUMING UNLIMITED LIABILITY FOR THE DEBTS OF THE ENTITY(IES)

This section applies only to declarations that include an entity for which a natural or legal person assumes unlimited liability for debts

➢ declares that (a) natural or legal person(s) that assume(s) unlimited liability for the debts of the entity(ies) subject to this declaration is/are **not** in one of the following situations. ***If yes, please***

indicate in annex to this declaration which situation and the name(s) of the concerned person(s) and entity(ies) with a brief explanation .
- situation (a) above (bankruptcy)
- situation (b) above (breach in payment of taxes or social security contributions)

IV – REMEDIAL MEASURES

If for any entity subject to this declaration it has been declared that it is in one of the situations of exclusion listed above, an annex to this declaration must indicate the measures the entity has taken to remedy the exclusion situation, thus demonstrating its reliability. This may include e.g. technical, organisational and personnel measures to prevent further occurrence, compensation of damage or payment of fines. The annex must include relevant documentary evidence which illustrates the remedial measures taken. Remedial measures cannot be proposed for situations referred in point (d).

V – EVIDENCE UPON REQUEST

The Commission/Agency may request any entity subject to this declaration to provide information and the applicable evidence on any person that is member of an administrative, management or supervisory body (persons with powers of representation, decision or control with regard to that entity).

The Commission/Agency may request any entity subject to this declaration to provide the applicable evidence concerning the entity itself and / or concerning the natural or legal persons which assume unlimited liability for the debts of the entity.

Evidence may be requested as follows:

For situations described in (a), (c), (d) or (f), production of a recent extract from the judicial record is required or, failing that, an equivalent document recently issued by a judicial or administrative authority in the country of establishment of the entity showing that those requirements are satisfied.

For the situation described in point (a) or (b), production of recent certificates issued by the competent authorities of the State concerned are required. These documents must provide evidence covering all taxes and social security contributions for which the entity is liable, including for example, VAT, income tax (natural persons only), company tax (legal persons only) and social security contributions. Where any document described above is not issued in the country concerned, it may be replaced by a sworn statement made before a judicial authority or notary or, failing that, a solemn statement made before an administrative authority or a qualified professional body in its country of establishment.

If an entity has already submitted such evidence for the purpose of another procedure and provided that the submitted documents are still valid and that the time that has elapsed since the issuing date of the documents does not exceed one year, the entity shall declare on its honour that the documentary evidence has already been provided and confirm that no changes have occurred in its situation.

If selected to be awarded a grant, the entity(ies) subject to this declaration accept(s) the terms and conditions laid down in the grant agreement/grant decision.

The entity(ies) subject to this declaration may be subject to rejection from this procedure and to administrative sanctions (exclusion or financial penalty) if any of the

declarations or information provided as a condition for participating in this procedure prove to be false.

Full name Date Signature

CHECKLIST FOR APPLICANTS

All sections of the application form have been filled in, where appropriate, in accordance with the guide for applicants or any other document provided as guidance related to the programme concerned.	☐
The budget annex has been duly filled in and is attached.	☐
Appropriate statement from banks or tax declaration or evidence of professional risk indemnity insurance has been included.	☐
Balance sheets or extracts from balance sheets for the last year for which accounts have been closed have been included with the application form.	☐
Profit and loss account for the last financial year for which the accounts have been closed has been included with the application form.	☐
The declaration(s) of honour has (have) been signed and attached.	☐
Affiliated entities: statutory documents and consolidated accounts.	☐

Electronically signed on 06/09/2019 11:03 (UTC+02) in accordance with article 4.2 (Validity of electronic documents) of Commission Decision 2004/563