

Annexes

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Joint Secretariat

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List of Annexes

- Annex A - Letter of intent and co-financing lead/partners
- Annex B - Letter of co-financing in favour of the private partner
- Annex C - Declaration of State Aids and related sections 1, 2 and 3
- Formal administrative act
- Statute of the entity
- Balance sheets and/or Management Accounts
- Copy (front and back) of a valid identity document belonging to the legal representative of the lead beneficiary and each project partner



Annex A - Letter of intent and co-financing lead/partners

MAIN AIM OF THE LETTER

- Declaring to belong to one beneficiaries provided for the Public Notice
- Declaring to be aware of the objectives and the expected results of the project and programme
- Declaring that the activities provided for in the AF in charge of the represented body, do not constitute duplication of work and funding
- Declaring to be aware of the Programme financial flow
- Declaring to have the financial capacity
- Declaring to authorise the processing of personal data
- Declaring to provide the national contribution rates
- Declaring to eventually provide additional co-financing

WHO FULFILLS THE LETTER



All beneficiaries included in the AF



Annex B - Co-financing letter by the co-financing entity

MAIN AIM OF THE LETTER

Declaring:

- To assure the national contribution corresponding to 15% of the budget assigned to the private partner
- To be aware of the Programme financial flow
- That, as the co-financer, the represented body cannot provide goods and services to the partner who is being granted the co-financing

WHO FULFILLS THE LETTER



The entity guaranteeing the NC to private partner



Annex C - Declaration of State Aid

MAIN AIM OF THE LETTER

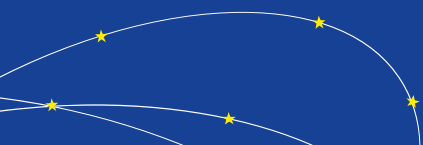
Self-evaluating if my organization within the project :

- undertakes activities and/or develop/offer products/services for which a market with free competition exists
- undertakes activities or provide products/services which could be produced or provided by an individual for a profit
- undertakes activities entailing the creation of infrastructure which will be commercially exploited and/or will not be made available for free for public purposes
- makes any profit from the economic activities which, under normal conditions, while pursuing its own activities, it would not have made
- is exempted from the expenditures for the execution of the economic activities which it would have otherwise incurred
- If an economic operator which is not part of the project partnership make profit through the activities undertaken by my organization within the scope of the project

WHO FULFILLS THE LETTER



All beneficiaries included in the AF



Annex C Section 1 - Option between contribution under the system of exemption or de minimis



**Interreg
Italia-Malta**

Fondo Europeo di Sviluppo Regionale
European Regional Development Fund



UNIONE EUROPEA
EUROPEAN UNION

MAIN AIM OF THE LETTER

Opting between:

- Under the *de minimis* system
- Under the exemption system

ONLY IN CASE YOU ANSWERED YES TO ONE OR MORE QUESTIONS IN ANNEX C

otherwise selecting

- Not Applicable

WHO FULFILLS THE LETTER



All beneficiaries included in the AF



Annex C Section 2 - De minimis declaration

MAIN AIM OF THE LETTER

Declaring:

- Which sector the activities refer to
- Having or not having received in the current financial year and the last two financial years, "de minimis" aids
- Controlling or being controlled by other undertakings
- Being or not being involved in takeovers/mergers
- Being or not being involved in division processes
- Receiving or receiving further State aids for the same eligible costs

WHO FULFILLS THE LETTER



Beneficiaries opting for de "minimis system"



MAIN AIM OF THE LETTER

Declaring:

- not having received from the competent national authority an order for the recovery of previously obtained state aids which have been declared incompatible by the European Commission OR to have reimbursed
- Not being OR being an undertaking in difficulty

WHO FULFILLS THE LETTER



Beneficiaries opting for “exemption system”



Formal administrative act

MAIN AIM OF THE LETTER

Endorsing the project proposal, highlighting the total budgetary amount for the implementation of the project activities of the whole partnership

WHO FULFILLS THE LETTER



THE LEAD PARTNER



MAIN AIM OF THE DOCUMENTS

Evaluating the management and financial reliability

ALERT > Balance sheets of the last 2 financial years,
approved by the entity

WHO FULFILLS THE LETTER



***PRIVATE ENTITY +
BODY GOVERNED BY PUBLIC LAW***



Thank you for your attention

