



## MAJJISTRAL ACTION GROUP FOUNDATION

12, Triq it-Tullier, Attard. ATD163, Malta.

Telephone: (+)356 2099 2080

Email: [info@leadermajjstral.eu](mailto:info@leadermajjstral.eu)



European Agricultural Fund for Rural Development (EAFRD)

## Rural Development Programme for Malta 2007 – 2013

### Application Form 2<sup>nd</sup> Call



### Measure 125 – Infrastructure related to the development and adaptation of agriculture

---

This Measure falls under the **PROJECT** category under Priority Axis 1 of Malta's Rural Development Programme (RDP) 2007 – 2013, and is part financed by the European Agricultural Fund for Rural Development and falls under the responsibility of the Ministry for Sustainable Development, the Environment and Climate Change (MSDEC).

---

**Please read the accompanying 'Guidance Notes for submission of Applications for funding under Measure 125' – 'Infrastructure related to the development and adaptation of agriculture (2<sup>nd</sup> Call)' and the General Guidelines.**

Roads which require a MEPA permit will not be eligible for funding.

Should you have any queries regarding Measure 125, please contact the office of the Majjistral Action Group Foundation, situated at 12, Triq it- Tullier, Attard, on 2099 2080, or email to [info@leadermajjistral.eu](mailto:info@leadermajjistral.eu).

The information you provide in your application form will be used to check the eligibility for approval of the grant. If there is insufficient space to answer any question please continue on a separate sheet and attach to your Application Form.

Applicants are to check that **all** necessary supporting documents are submitted together with this form. Following submission, the Majjistral Action Group Foundation (MAGF) reserves the right to request additional information. The Applicant has **10 calendar days** from receipt of notification to submit any missing supporting documentation if the Application is to remain valid. Only Application Forms submitted by hand will be accepted.

Please complete this document in block letters or type.

## Section 1 – Details of the applicant

### 1.1 Details of the Applicant Organisation

Name of Entity	
MAGF Reference No.	
VAT Number (if applicable)	
Fixed Line Telephone Number	
Mobile Number	
Email Address	

#### 1.1.1 Details of the individual to be contacted regarding the application (Contact Person)

Title: (Mr/Mrs/Ms/other please state)	
First Name & Surname	
Position within the Entity	
Address	
ID Card/Passport Number	
Fixed Line Telephone Number	
Mobile Number	
Email Address	

## Section 2 – Details of the Project

### 2.1 Project Title

Please provide a title for the proposed project (not more than 100 words)

---

---

### 2.2 Type of Action/s financed through the investment

(i). Please **list** the actions which will be carried out under any of the following headings (add rows as required). Include all access road/s on which the actions will be carried out.

Upgrading (Name of road)

---

---

---

---

---

Resurfacing (Name of road)

---

---

---

---

---

Others (please specify) (Name of road)

---

---

---



3.1.2 Please state the area of agricultural land that will be directly and positively impacted by the proposed project. Kindly explain how you have arrived at such an estimate and quote the source of such data.

Name of Road	Area of agricultural land

3.1.3 Please state the surface area of roads that will be directly and positively impacted by the proposed project.

Name of Road	Surface area

3.2 Please list the roads and estimated cost for each road as per estimation of architect **in order of merit**. Total Cost for all roads can add up to more than the capping of €30,000 excluding VAT, however, this amount of funding cannot be exceeded.

Name of Road	Total Cost
1.	
2.	

3.	
4.	
5.	
6.	

### 3.3 Project Cost

In the tables below provide an exhaustive list of the items of the proposed project to be co-financed through this Measure along with the VAT value as indicated. Eligibility costs are to be divided by type of investment as indicated in Section 2.2. Please refer to Guidance Notes for assistance on eligibility (use additional sheets if necessary).

	Value excluding VAT (€)	VAT Amount (€)	Final Cost including VAT (€)	Eligible cost excluding VAT (€)	Applicant's contribution excluding VAT (€)	Applicant's contribution including VAT (€)
<b>Total Cost under upgrading</b>						
<b>Total Cost under resurfacing</b>						
<b>Total Cost under Others</b>						

<b>TOTAL PROJECT COST</b>						

**3.4 Implementation Schedule**

**Project Timetable**

- (a) Proposed project start date: \_\_\_\_\_
- (b) Proposed project completion date: \_\_\_\_\_
- (c) Duration (in months): \_\_\_\_\_

In the table below, indicate the planned schedule of activities.

Please use the following acronyms:

**D** = Design                      **T** = Tendering & Contracting / Quote & Contracting                      **I** = Implementation                      **C** = Closure

**Year** (please specify the N<sup>th</sup> year)                      **N<sup>th</sup> Year\*** 2013                      **N+1** 2014                      **N+2** 2015

<b>Quarters</b>	<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>	<b>3<sup>rd</sup></b>	<b>4<sup>th</sup></b>	<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>	<b>3<sup>rd</sup></b>	<b>4<sup>th</sup></b>	<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>	<b>3<sup>rd</sup></b>	<b>4<sup>th</sup></b>
<b>Activity</b>												

**Note:** Public entities should consult the Public Contracts Regulation LN 296 of 2010 (and any subsequent amendments) should be consulted in order to establish realistic timeframes.

\* **N** represents the starting year of the project.



### **3.5 Risks and Conditionality**

Risks and conditionalities that may affect the implementation of the project must be specified, clearly indicating what should be done, by when and by whom. Any risks and conditionalities which do not fall within the control of the applicant are still deemed to be a conditionality and should also be included (use additional sheets if required).

---

---

---

---

---

## Section 4 - Declaration

As applicant of this project proposal:

- I certify that the entries in this form and any other attachments enclosed are, to the best of my knowledge and belief, correct and the grant applied for is the minimum required for the project to proceed as described.
- I can also confirm that I am not aware of any reason why the project may not proceed or be delayed other than those reasons declared and the commitment can be made within the timescales indicated in Section 3.5 of this Application Form.
- I confirm that access will be allowed to the land/buildings which fall within the scope of this project, to any authorised person for the purpose of carrying out an inspection in order to verify the accuracy of the information in this application.
- **I will request the written approval of the Agriculture and Rural Payments Agency** within the Ministry for Sustainable Development, the Environment and Climate Change (MSDEC) in advance of carrying out any changes to the nature of this project.
- I confirm that should the applicant benefit from a grant under this Measure, the applicant as beneficiary, must complete the project in accordance with the terms and conditions stipulated in the Grant Agreement. Should the beneficiary fail to do so, the beneficiary will not receive the grant and, if the beneficiary would have already received any payments from the grant, the beneficiary would have to reimburse the funds received and interest charges may be applicable.
- I confirm that if the project is selected for funding, all the funds allocated to the project must be disbursed by not later than 30<sup>th</sup> September, 2014. Failure to do so may result in the recovery of any funds received by the applicant by the Agriculture and Rural Payments Agency, while other penalties may be applied.
- I confirm that the applicant, as beneficiary of the grant, will undertake the necessary operational works/maintenance on an annual basis to ensure that the investment is properly sustained following completion of the project in accordance with the obligations set out in the 'Guidance Notes for submission of Applications for funding under Measure 125 (2<sup>nd</sup> Call)'.
- I confirm that **information will be provided on the results achieved following implementation** of the project and the applicant undertakes to provide this information on an annual basis until 2017.
- I confirm that any further information will be provided as may be required by all stakeholders within the Ministry for Sustainable Development, the Environment and Climate Change (MSDEC)

and Government entities and the Majjstral Action Group Foundation (MAGF) that may undertake audit checks and controls.

- I understand that if the application is not complete in all relevant detail and every aspect, including this section, it may be rejected.
- I confirm that the entity submitting this application has not received any other grant for the project being proposed in this application. I confirm that should the entity receive a grant for this project prior to the adjudication of the grant under Measure 125, I will inform the Agriculture and Rural Payments Agency immediately. I am aware that should the entity receive the grant under Measure 125, the entity will not be eligible to apply for other grants or obtain additional funding for the same project proposed in this application.

Signature of Project Leader:
Name in Block Letters:
Position Held Within the Entity:
Date:
Stamp of the Entity:

## Section 5 - Checklist of Documentation and information to be provided with application form

Original Signed Project Application together with <b>two copies</b> . Moreover, applicant is to submit a CD containing a signed soft copy of application in word and PDF format as well as all necessary supporting documentation (including site plans). <b>(Compulsory for all Applicants)</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Copy of Id Card of Applicant <b>(Compulsory for all Applicants)</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Copy of Id Cards of all Farmers listed in Annex 1 <b>(Compulsory for all Applicants)</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Copy of Vat Certificate <b>(Compulsory for all Applicants, except Local Councils)</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Letter of Intent (Partnership of Entities) – Signed letter of Commitment to the Project in case other entities are involved in the implementation of the project (Photocopy of letter of commitment from the partner entity) <b>(Where applicable)</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If the project location is owned provide an Authenticated Copy of the Contract Agreement (Proof of ownership of premises) <b>(Compulsory for all Applicants owning the project location)</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If the project location is leased/under a Management Contract/Guardianship Deed – the applicant should provide an authenticated copy of the Leasing Contract or Agreement <b>(Compulsory for all Applicants not owning the project location)</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Signed legal agreement drawn up by notary and endorsed by all members of farming group (for ad hoc farming groups), or other documentation evidencing the legal constitution of a farmers' group or association <b>(Compulsory for applicants which are legally constituted farmers' groups or association)</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Signed agreement between all farmers who will be affected by this project <b>(If more than one farmer will be involved)</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Annex 1, filled-in and endorsed by applicant <b>(Compulsory for all Applicants)</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Signed Architect's Declaration stating that MEPA permit is not needed for the investment <b>(Compulsory for all Applicants)</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
A signed authorisation Letter from the Land Owner consenting the Applicant to carry out works on his property <b>(Compulsory if the Applicant does not own the Land)</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Signed Bank or Auditor Declaration Confirming availability of Own Resources if the co-financing of the project will be met through own resources. <b>(Compulsory for all Applicants)</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Detailed Architect's Bill of Quantities for all works to be carried out (to include surface area of all access roads) <b>(Compulsory for all Applicants)</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Detailed cost estimate for all services and supplies (cost estimate should be signed and dated by a certified architect) <b>(Compulsory for all Applicants)</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Site plans and drawing <b>(Compulsory for all Applicants)</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Copy of VO Certificate <b>(Compulsory for Applicants which are NGOs)</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Section 4 of the Application – Declaration <b>(Compulsory for all Applicants)</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
All Sections of the Application have been filled in <b>(Compulsory for all Applicants)</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Name of Project Leader \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature of Project Leader

Date

**PLEASE NOTE:**

Part or all of the information you provide will be held on computer. This information will be used for the administration of applications and producing monitoring reports. The Agriculture and Rural Payments Agency has the right to share information with other government departments, agencies and implementing bodies to enable them to detect fraudulent applications and to co-ordinate processing of complementary applications.

This Application Form along with any attached documents will be treated as confidential. However, the Ministry for Sustainable Development, the Environment and Climate Change and the Majjistral Action Group Foundation has the right to publish the name of the applicant and the amount of the grant awarded.

Please return your completed application form along with the necessary documentation **by hand** to:

Majjistral Action Group Foundation

12, Triq it-Tullier,

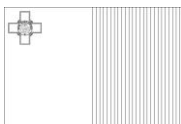
Attard. ATD1631

**For official use only:**

Acknowledged by:

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

EU Database Ref Number:



Managing Authority  
Rural Development Programme for Malta 2007 – 2013  
Axis 1: Improving the Competitiveness of the Agricultural Sector  
Measure part-financed by the European Union  
European Agricultural Fund for Rural Development  
Co-financing Rate:  
75% European Union, 25% Government of Malta



*Europe Investing in Rural Areas*

