



## **Financing Application (template)**

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## Funding Application form

### A. GENERAL INFORMATION

#### A.1. FINANCING APPLICATION REGISTRATION

*(to be filled by the Programme Operator)*

**Agency:**

<b>Registration date:</b> .....	<b>Name and surname of the registrar:</b> ..... <i>(fill in the name of the responsible person on the behalf of the Programme Operator)</i>
<b>Registration number:</b> ..... <i>(fill in the registration number from the Programme Operator registry)</i>	<b>Signature:</b> .....

#### A.2. PROJECT IDENTIFICATION DATA

<b>Call for projects:</b>	<b>Restoration of wetlands and peatlands</b>
<b>Project promoter name</b>	<i>To be completed by the applicant</i>
<b>Project title</b>	<i>To be completed by the applicant</i>
<b>Project acronym</b>	<i>To be completed by the applicant</i>
<b>Geographical area of project implementation</b>	<i>To be completed by the applicant and to specify one of the four regions (NW, NE-1, NE-2 or CENTER)</i>
<b>Project duration (months)</b>	<i>To be filled in by the applicant (the value in lei and Euro will be presented) *</i>
<b>The total value of the project</b>	<i>To be filled in by the applicant (the value will be presented in lei and Euro) *</i>
<b>Eligible value of the project</b>	<i>To be filled in by the applicant (the value will be presented in lei and Euro) *</i>

\* Euro values will be based on the InforEuro exchange rate valid in the month in which the project was submitted

#### A.3. PROJECT SUMMARY

*(fill in the information below, maximum 2 pages)*

*Project title:.....*

*A short description of the project will be made which will address the following aspects:*

*- Justification of the need for intervention,*



- Mention of the project objectives (general objective and specific objectives),
- Concise presentation of the main activities,
- Mention of indirect (outcomes) and direct ('outputs') results of the project,
- Mention of target groups, direct and indirect beneficiaries,

Please note that in the event of project approval, this summary may be used by the Program Operator / Funder / other entities involved in the management and control of the Program for information purposes, therefore it is important that the text is easy to understand. to a non-specialized audience.

Please specify whether this project (or some of the proposed activities) is the subject of another public funding application or has received public funding.

Yes  / No

If yes, please specify the following information:

The name of the program and no. project registration .....

Activities financed from other sources (public funds) .....

Source of funding .....

#### A.4 INFORMATION ABOUT THE CONSULTANT INVOLVED IN THE PREPARATION OF THE APPLICATION (if applicable)

<b>Name of consultant (legal person or natural person, as appropriate)</b>	<i>To be completed by the applicant</i>
<b>Unique Registration Code (CUI / Fiscal Identification Code (CIF) (as applicable)</b>	<i>To be completed by the applicant</i>
<b>Head office address, including postcode</b>	<i>To be completed by the applicant</i>
<b>Contact address (if different from the registered office address)</b>	<i>To be completed by the applicant</i>
<b>Email address</b>	<i>To be completed by the applicant</i>
<b>Web page</b>	<i>To be completed by the applicant</i>

#### B. DESCRIPTION OF THE PROJECT PROMOTER AND PARTNERS

##### B.1.1. INFORMATION ABOUT THE PROJECT PROMOTER (APPLICANT)

Abbreviated name	
<b>Legal information regarding the applicant</b>	



Applicant's type <sup>1</sup>	Public institutions			
	Non governmental organisations			
	Trading companies			
	Research institutions			
	Education institutions			
	Others:			
Applicant's category <sup>2</sup>	Public entity			
	Private entity			
Year of establishment of the entity:				
Is the applicant a VAT payer <sup>3</sup> ?	YES		NO	
Unique registration code (CUI / Fiscal Identification Code (CIF)				
Nr. Trade Register Registration (if applicable)				
Registration number in the Register of Associations and Foundations (if applicable)				
Fiscal code				
<b>Applicant mailing address</b> (fill in the mailing address of the main office)				
Street		Number		Postal code
Locality		County		
<b>Applicant legal representative</b> (fill in the data of the person who has the right, according to articles of incorporation, to represent the entity and sign on its behalf)				
Name and surname				
Position				
Telephone number				
Fax number				
E-mail address				
<b>Contact person</b> (fill in the information about the person that will coordinate the Project implementation – the Project Manager)				
Name and surname				
Position				
Telephone number				

<sup>1</sup> Check one of the provided categories

<sup>2</sup> Check one of the provided categories

<sup>3</sup> Check YES or NO, as appropriate



Fax number	
E-mail address	

**B.1.2. RELEVANT EXPERIENCE OF THE ORGANIZATION / INSTITUTION IN THE SPECIFIC FIELD COVERED BY THE PROJECT** (maximum 2,000 characters with spaces)

A brief description of the relevant experience of the organization in the specific field covered by the project will be presented.

**B.1.3. PROJECT PROMOTER'S EXPERIENCE IN PROJECT MANAGEMENT (APPLICANT)**

Provide information on the three most important projects funded by grants / funding, which the organization has implemented in the last five years, preferably relevant to the scope of this project. Projects financed under the EEA Financial Mechanism should be specified with priority (if applicable)

<b>Project 1</b>	<b>Denumirea proiectului și nr. de referință .....</b>		
	Stadiul implementării proiectului	Ongoing implementation	
		Finalized	
	Implementation period		
	Objectives	(maximum 500 characters)	
	Planification results and/or obtained	(maximum 500 characters)	
	Implementation role	Applicant	
		Partner	
Project value (RONi)			
Financing source (name of the irredeemable)			
<b>Project 2</b>	<b>Project name and reference number .....</b>		
	.....		
<b>Project 3</b>	<b>Project name and reference number .....</b>		
	.....		

**B.2.1. PROJECT PARTNER INFORMATION** <sup>4</sup>

Abbreviated name (acronym)		Participant number	
<b>Legal information regarding the Partner</b>			
Partner name			
Applicant's type	Non governmental organisations, or civil society organisations		
	Public institutions		
	Research institutions		

<sup>4</sup> If there are more than one Partners, fill in a form for each Partner.



	Education institutions	
	Trading companies	
	Others:	
Country of origin <sup>5</sup>		
Applicant's category	Public entity	
	Private entity	
Year of establishment of the entity:		
Is the applicant a VAT payer <sup>6</sup> ?	YES	NO
Unique registration code (CUI / Fiscal Identification Code (CIF))		
No. Trade Register Registration (if applicable)		
Registration number in the Register of Associations and Foundations (if applicable)		
Fiscal code		
<b>Partner mailing address (fill in the mailing address of the main office)</b>		
Street	Number	Postal code
Town	County	
<b>Partner legal representative (fill in the data of the person who has the right, according to articles of incorporation, to represent the entity and sign on its behalf)</b>		
Name and surname		
Position		
Telephone number		
Fax number		
E-mail address		
<b>Contact person (fill in the information about the person that will coordinate the Project implementation – the Project Manager)</b>		
Name and surname		
Position		
Telephone number		
Fax number		
E-mail address		
<b>Partner's involvement in the technical implementation of the Project</b>		
We are responsible for the implementation of the following activities/sub-activities:	<i>(list here the activities for which the partner is responsible)</i>	
The cost of activities/sub-activities that fall under the responsibility of the Partner is estimated at (if the activities/sub-activities are not fully financed by the Partner, the amount/ the percentage	<i>(list here the costs in RON for every activity/sub-activity)</i>	

<sup>5</sup> Choose: Romania, Norvegia, Islanda, Liechtenstein

<sup>6</sup> Check YES or NO, as appropriate



<i>contribution of the Partner will be specified):</i>	
<b>Partner financial involvement (if applicable)</b>	
We will contribute with the following amount to the project financing:	<i>(list the amount in RON)</i>

**B.2.2. RELEVANT EXPERIENCE OF THE ORGANIZATION / INSTITUTION IN THE SPECIFIC FIELD COVERED BY THE PROJECT** (maximum 2,000 characters with spaces)

*A brief description of the relevant experience of the organization in the specific field covered by the project will be presented.*

**B.2.3. EXPERIENCE IN PROJECT MANAGEMENT OF THE PROJECT PARTNER (S)**

*Provide information on the three most important projects funded by grants / funding, which the organization has implemented in the last five years, preferably relevant to the scope of this project. Projects financed under the EEA Financial Mechanism should be specified with priority (if applicable)*

<b>Project 1</b>	<b>Denumirea proiectului și nr. de referință .....</b>	
	<i>Stadiul implementării proiectului</i>	<i>Ongoing implementation</i>
		<i>Finalized</i>
	<i>Implementation period</i>	
	<i>Objectives</i> (maximum 500 characters)	
	<i>Planification results and/or obtained</i> (maximum 500 characters)	
	<i>Implementation role</i>	<i>Applicant</i>
		<i>Partner</i>
<i>Project value (RONi)</i>		
<i>Financing source (name of the irredeemable)</i>		
<b>Project 2</b>	<b>Project name and reference number .....</b>	
	.....	
<b>Project 3</b>	<b>Project name and reference number .....</b>	
	.....	

**B.3. SELECTION OF PARTNERS** (to be completed exclusively by applicants - public institutions / authorities that have established partnerships with private entities)

*It will be described the way in which the observance of the minimum requirements regarding the application of a transparent and non-discriminatory procedure provided in art. 14 of GEO no. 34/2014 on the financial management of non-reimbursable external funds related to the Financial Mechanism European Economic Area 2014-2021 and the Norwegian Financial Mechanism 2014-2021 and art. 24 of Order no. 2840/2017 for the approval of the Methodological Norms for the application of the provisions of the Government Emergency Ordinance no. 34/2017 on the financial management of non-reimbursable external funds related to the European Economic Area Financial Mechanism 2014-2021 and the Norwegian Financial Mechanism 2014-2021. In the case*



*of several private partners, the procedure applicable to the selection of each will be described.*

### C. PROJECT DESCRIPTION (TECHNICAL PROPOSAL)

#### C.1 RELEVANCE OF THE PROJECT

*It will be supplemented with information on the relevance of the project in the context of achieving the objective of the Program, as well as compliance with the provisions of Community and national legislation on nature protection.*

*The project must include activities that directly contribute to the restoration / rehabilitation of peatlands / wetlands, as well as the conservation of flora and fauna species characteristic of these habitat types, and its benefits must result from feasible activities through a balanced financial allocation and realistic. Project resources must be managed in such a way as to obtain maximum benefits. The benefits of the project must be relevant to nature protection and biodiversity conservation.*

#### C.2. PROJECT OBJECTIVE

*(Present here the general objective and the specific objectives of the Project; also explain how the project contributes to the achievement of the general objective of the Programme)*

#### C.3. ANALYSIS OF STAKEHOLDERS AND TARGET GROUPS

##### Stakeholder analysis <sup>7</sup>

The concerned factor and its main characteristics	How its interests are affected by problems	The ability and motivation to make changes	Possible actions to address the interests of the concerned factor
<b>Central government and subordinate entities</b>			
<i>Ministry of ...</i>	<i>Responsible for ...</i>	<i>Motivation is based on compliance with the legislative framework for ...</i>	<i>Preparation of proposals for new policies in ...</i>
<i>Governmental agency for ...</i>	<i>Implementation and monitoring ...</i>	<i>Has the capacity ...</i>	<i>Capacity improvement through ...</i>
<i>Research institutes</i>	<i>Research on ...</i>	<i>New approaches and methodologies for research. . .</i>	<i>Technical proposals and publications</i>
<b>Local authorities and subordinate entities</b>			
<i>County councils</i>			

<sup>7</sup> Institutions and organizations partially completed in the table are filled in ONLY AS EXAMPLE; each Applicant will fill in the information in the table according to the specifics of his/her funding application.





City halls			
Local councils			
Regional agencies of ...			
<b>Academic institutions</b>			
University of ...	Work objectives	Research, conducting studies, available experts	Possible involvement in the project
Research institutes ...	Work objectives	Research, conducting studies, available experts	Possible involvement in the project
<b>Non-governmental organizations</b>			
Environmental protection			
Natural resources users e.g. hunting-fishing associations			
<b>Private sector</b>			
Farmers associations			
Chamber of commerce			
Industry sector groups			
Individual businesses and entrepreneurs			

**Project target groups identification**

Target group	Target group description	Target group quantification (mentioning the information source)	Project effect on the target group
...			
...			
...			



#### C.4. DESCRIPTION OF THE AREA COVERED BY THE PROJECT

*This section will provide information on:*

- the location of each wetland / peatland and the protected natural area in which it is located, as appropriate;*
- the conservation status of the habitats characteristic of each peatland / wetland, the species of flora and fauna associated with them ;*
- identified pressures and threats, other than those already identified in the restoration schemes provided, where applicable.*

*The indirect result (outcome) of the call also aims to ensure a favorable conservation status of the species of flora and fauna associated with peatlands / wetlands.*

#### C.5. DETAILED DESCRIPTION OF THE PROPOSED ACTIVITIES

*Include a detailed description of each of the activities to be carried out in order to obtain results, including (where appropriate) the role of the Project Promoter, of each Partner or the need of outsourcing the activity. Activities should lead to the fulfilment of the Project's general objective, they will be detailed and clearly identified (e.g.: keeping a different code for each activity, code that will be retrieved in the other sections and in the application budget), they will be consistent and correlated with each other.*

##### **ATTENTION! A separate activity must be provided for each wetland / peatland**

*Within this section, a description of the restoration/rehabilitation activities/actions undertaken for each peatland/wetland will be made. The proposals of restoration/rehabilitation activities will be based on the restoration schemes provided in Annex no. 9. Other types of works necessary for their restoration/rehabilitation may be proposed, depending on the state of the habitats evaluated at the date of submission of the application for funding.*

*Also, for each peatland/wetland, a schematic map will be presented, which will include the main restoration/rehabilitation actions with their spatial location (e.g. fences, stonework construction, drainage channels, drainage closure works, elimination of invasive species, etc). Where appropriate, a set of maps will be attached to enable the location of restoration/rehabilitation activities. The maps must contain a legend (the graphic signs used for restoration/rehabilitation actions will be explained) and will have the name of the peat/wetland in Annexe 9 (as the case) to the Applicant's Guide. The maps will be presented in Annex 2 within the submitted Application for Funding.*

*From the justification of the necessity of implementing the restoration/rehabilitation activities, it must be clear that the methods of restoring the water regime chosen are the most efficient for restoring the functions within the ecosystem.*

*The effects of restoration action on improving the ecological status of the ecosystems targeted by the project should be monitored throughout the project, and the result/effect of the activities implemented by the project on the ecosystem status must be demonstrated before its completion or, if this is not possible, during the project's sustainability period. The results of the restoration/rehabilitation activities should be evaluated periodically by establishing a monitoring system, in comparison with a reference state, historical images of the ecosystem (photos, maps), in this sense establishing an activity that foresees a monitoring system and post-*



*reconstruction/rehabilitation management measures for peatlands/wetlands is imperative.*

For the present call for proposals, *for every activity or action, please specify the following:*

**Activity A.1. Activity name**

**Description** (what, how, where, resources required and activity implementation period)

**Justification for which this activity / action is necessary** (*from this justification it must result that the chosen method (s) of restoration of the water regime chosen is / are the most effective / efficient for the restoration of the functions within the ecosystem in correlation with the pressures and threats identified*)

**Activity execution method** (Project Promoter experts, Partner experts, outsourced activities)

**Expected results** (quantified)

**Detailed eligible budget**

**Activity A.2: Activity name** .....

.....etc.

**Project management activities (PM)**

**PM Activity 1. Activity name**

Description (what, how, where, resources required and when)

The reason why this activity/action is necessary

Activity execution mode (Project promoter experts, partner experts, outsourced activities)

Expected results (quantified)

Detailed eligible budget

**PM Activity 2. Activity name**

.....

## C.6. ANTICIPATED RESULTS

*(the expected results from each activity / sub-activity will be described, the quantification of the results will be followed)*

## C.7. INDICATORS

*The indicators should be:*

- *relevant for the project*
- *sensitive (e.g. changes in indicators values to emerge as a result of the Project)*
- *substantiated on available data (e.g. for the determination of a benchmark and of the future modifications)*





**C.8.2. PROCUREMENT PLAN**

*(Enter in the table the procurement contracts / framework agreements that you intend to award within the project, only direct procurement.)*

*Contracts relating to general administrative expenses (renting premises, internet, phone service, fuel etc.) while it will be included in the Project budget will not be provided for in the Procurement Plan.*

Current number	Type of the acquisition contract/framework work agreement <sup>1</sup>	Object of the Contract/framework agreement	Estimated eligible value, including VAT concerning eligible expenses (RON)	CPV code	Estimated value of contract/framework work agreement	Established procedure / specific tools for carrying out the acquisition process	Estimated month for initiating the award procedure	Estimated month for awarding the procurement contract/framework agreement	How to carry out the award procedure / competitive procedure		Organization responsible for applying the award procedure / competitive procedure (PP or Pp) <sup>2</sup>	Detailed budget line item (name of budget line)	The corresponding activity number
									Online	Offline			
		To be completed by the applicant (maximum 150 characters with spaces)	A minimum of 2 and a maximum of 4 technical specifications shall be entered for each element of acquisition										

<sup>1</sup> Options: products, services, works

<sup>2</sup> PP or Pp- Project Promotor or Project Partner



**Annex regarding direct acquisitions**

No.	The object of direct purchase	Minimum technical specifications	CPV Code	Estimated value	Responsible organization	Estimated month for initiation	Estimated month for finalization	Position in the detailed budget	Corresponding activity number
				RON, without VAT					
	<i>To be completed by the applicant (maximum 150 characters with spaces)</i>	<i>A minimum of 2 and a maximum of 4 technical specifications shall be entered for each element of acquisition (maximum 1000 characters with spaces)</i>							



## C.9. ALLOCATED RESOURCES

### C.9.1. ALLOCATED HUMAN RESOURCES

#### 1. Management team.

The following mandatory information will be presented, both for the project promoter and for his partners, if applicable.

Position	Studies / qualifications, relevant professional experience (especially in the field of implementation of projects financed from non-reimbursable funds) and minimum competencies related to the position <sup>10</sup>	Responsibilities and tasks within the project	Entity (Project Promoter / Partner)	Working hours (hours)	Employment period (no. months)
<i>To be completed by the applicant</i>					

#### 2. Implementation team

The following mandatory information will be presented, both for the project promoter and for his partners, if applicable.

Position	Studies / qualifications, relevant professional experience and minimum competencies related to the position <sup>11</sup>	Responsibilities and tasks within the project	Entity (Project Promoter / Partner)	Working hours (hours)	Employment period (no. months)

<sup>10</sup> The job descriptions related to the positions will be presented in Annex no. 5. For the positions occupied at the date of submitting the financing application, the CVs of the designated persons will be attached, which will also be presented in Annex no. 5.

<sup>11</sup> The job descriptions related to the positions will be presented in Annex no. 5. For the positions occupied at the date of submitting the financing application, the CVs of the designated persons will be attached, which will also be presented in Annex no. 5.



To be completed by the applicant					
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*If specialized external expertise is required to implement the project activities (experts distinct from the staff employed), information on the terms of reference for the award of related service contracts will be briefly presented.*

### C.9.2. ALLOCATED MATERIAL RESOURCES

*(it will specify the material resources relating to the activities provided by the Project, the facilities, the IT equipment owned and used for the Project implementation; specify which of the existing equipment will be used in the Project and for which activities, justify briefly the need to purchase new equipment and the activities for which it is required)*

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### C.10. PROJECT VIABILITY/SUSTAINABILITY

*(Please specify how the project will be financially self-sustained after the cessation of the financing requested by the present financing application, the capacity to maintain operation and maintenance of the investment after completion (responsible entities, funds, activities, time horizon). Also, please specify how the project will evaluate/quantify and predict the impact of the dissemination/awareness-raising activities, both during implementation and after project completion?)*

- What actions/activities will have to be implemented and/or continued after Project completion?
- How will these actions/activities be carried out and what resources will be required?
- Indicate the possibility of obtaining other funds after project completion.
- How, where and who will use the equipment after project completion?
- In which extent the results and experiences will be disseminated after project completion towards the persons and/or organizations that could best use them (please identify as far as possible these persons/organisations)?
- Other relevant issues (*partnerships with local community etc.*)





### C.11. CONSTRAINTS AND RISKS RELATED TO THE PROJECT IMPLEMENTATION

*(Describe the main constraints and risks for the Project implementation as well as the mitigation/remediation measures; please specify the impact for each identified risk - meaningful/medium/small)*

No.	RISK IDENTIFIED	RISK MEASURE MEASURES
	<i>It will be completed for each risk identified for the implementation of the project</i>	<i>The mitigation / remediation measures will be presented specifying the impact for each identified risk - significant / medium / low</i>

### C.12. CONSISTENCY WITH EU POLICIES AND NATIONAL LEGISLATION

*( Present the Project's contribution to the horizontal themes: sustainable development and equal treatment ).*

**Note:**

*Promoting equal opportunities, non-discrimination and sustainable development (environmental protection and improvement) are priorities agreed upon at the level of the Member States of the European Union, incorporated, in various forms, in all EU policies.*

*Romania's commitment with respect to the implementation of these priorities is also reflected in the support granted to projects that contribute to the attainment of sustainable development and promotion of equal opportunities objectives.*

*The applicant shall ensure that the principle of equality is also respected in the case of implementation of works /services contracts which will be concluded in order to achieve the objectives of the project proposed for financing - by technical specifications which will be drawn up.*

*For all investments, all physical obstacles will be removed/improved, special access spaces to create access for people with disabilities will be created, thus meeting the requirements of the legislation in force regarding the access to buildings and structures of public interest.*

*The investment Project promoter is required to ensure equal opportunities and treatment for workers, women and men, in working relationships of any kind.*

*Sustainable development is the development that meets the needs of the present, without compromising the ability of future generations to satisfy their own needs.*

*Financed projects will implement environmental friendly solutions, such as:*

*the use of ecological materials, renewable energy sources, energy and water efficient equipment, promotion and dissemination of an environmental friendly lifestyle.*

**Attention!** *The way in which the principles and legislation on horizontal themes will be respected, will be monitored both during the project implementation and after its completion.*



### C.13. STATE AID

*The declarations of the private owners will be presented that for the lands subject to ecological reconstruction they have not benefited / do not benefit from state aid (declarations that will be attached within the Annex no. 6)*

### C.14. INFORMATION AND PUBLICITY

*According to the provisions of art.3.3. paragraph 3 of the EEA Regulation 2014-2021, respectively Annex 3 to the Regulation - Information and communication requirements, provide details on information and communication activities.*

*In this sense, elaborate and present the Communication Plan related to the project, according to Art.2.3 of Annex 3 - - Requirements regarding information and communication.*

### D. FINANCIAL PROPOSAL

*The project budget will be presented on the MS Office Excel format provided by the Program Operator in Annex 3 of the Applicant's Guide. When submitting the application for funding in letter format assumed with the signature of the legal representative of the Applicant and in electronic format (pdf).*

### D. DECLARATION

***The undersigned .....***

*I confirm that the information provided in the present Application and the details presented in the annexed documents are correct and the requested financial assistance is necessary in order to carry out the Project as described.*

*Furthermore, I confirm that I have no knowledge of any reason why the project could not be carried out or could be delayed.*

*I understand that if the Financing Application is not complete in all details and aspects mentioned, including this section, the project is at risk to be rejected.*

***Date,***

***Position within the entity***

***Name and surname (in block capitals)***

***Signature***