**EU for Economic Growth (EU4EG) Project**

**CALL FOR PROPOSALS FOR NEWLY ESTABLISHED ENTERPRISES (START-UPS)**

**CALL REF:** **EU4EG\_Start-ups\_3**

***IMPORTANT NOTE: ONLY FOR POLOG REGION***

**Annex A.2. Self-Declaration OF THE APPLICANT (FULL APPLICATION)**

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| **1. Applicant’s Self-declaration on responsibilities** |

The Applicant, represented by the undersigned, being the authorized signatory of the Applicant, hereby declares that:

* the Applicant has the sources of financing and professional competence and qualifications specified in the Guidelines for Applicants
* the Applicant is directly responsible for the preparation, management and implementation of the action, and is not acting as an intermediary;
* The Applicant is not in any of the situations excluding them from participating in donors funded contracts;
* the Applicant is in a position to deliver immediately, upon request, the original or certified copy of the supporting documents stipulated in the Guidelines for Applicants;
* **the Applicant is eligible in accordance with the criteria set out under Section IV.1. of the Guidelines for Applicants;**
* if recommended to be awarded a local subsidy, the Applicant accepts the contractual conditions as laid down in the GIZ standard Local Subsidy contract annexed to the Guidelines for Applicants (Annex G);

We acknowledge that if we participate in spite of being in any of the situations excluding us from participating in donors funded contracts or if the declarations or information provided prove to be false we may be subject to rejection from this procedure and to administrative sanctions in the form of exclusion and financial penalties up to 10% of the total estimated value of the grant being awarded and that this information may be published on the donors’ websites in accordance with the regulation in force. We are aware that, for the purposes of safeguarding the donors’ financial interests, our personal data may be transferred to internal audit services, to the early detection and exclusion system, to the European Court of Auditors, to the Financial Irregularities Panel or to the European Anti-Fraud Office.

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| **2. Applicant’s self-declaration about the legal status and capacities** |

**2a) Legal status**

*<Please tick, where applicable>*

The company I represent has:

private legal status (profit making) or

other status: please state \_\_\_\_\_\_\_\_\_\_\_\_\_\_ .

**2b) Availability of human resources**

*<Please provide the following information on the number of available human resources of the Applicant for the current year and the previous 3 years>*

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| --- | --- | --- | --- | --- | --- |
| **#** | **Available human resources of the Applicant** | **Two years before last year (2021)** | **Year before the last year (2022)** | **Previous year (2023)** | **Current year (2024)** |
| **2b.1.** | **Total permanent staff/ Permanent staff in the 2 target areas** |  |  |  |  |
| 2b.1.1. | Management staff |  |  |  |  |
| 2b.1.2. | Operational staff |  |  |  |  |
| **2b.2.** | **Other staff**  <part time, project-based staff, etc.> |  |  |  |  |
| **2b.3.** | **Number of staff with experience relevant to the project proposal** |  |  |  |  |
| **2b.4.** | **Number of female staff** |  |  |  |  |
| **2b.5** | **Number of young staff (<40 years of age)** |  |  |  |  |

**2c) Economic and financial capacity**

**2c.1. Financial performance of the Applicant**

*<Please complete the following table of financial data based on your annual closed accounts and your latest projections. If annual accounts are not yet available for the current year, please provide your latest estimates in the column marked with \*\*. Figures in all columns must be calculated on the same basis to allow a direct, year-on-year comparison to be made (or, if the basis has changed, please provide an explanation of the change as a footnote to the table). Any other clarification or explanation which is judged necessary may also be provided.**>*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **#** | **Financial data for the Applicant** | **2 years before last year[[1]](#footnote-1) (2021)**  **MKD** | **Year before last year (2022)**  **MKD** | **Last year (2023) MKD** | **[Currentyear (2024)**  **MKD]\*\*** |
| 2c.1.1. | Annual turnover[[2]](#footnote-2), excluding this contract |  |  |  |  |
| 2c.1.2. | Current assets[[3]](#footnote-3) |  |  |  |  |
| 2c.1.3. | Current liabilities[[4]](#footnote-4) |  |  |  |  |

**2c.2. Structures and procedures that ensure sound financial management and transparency**

*<Please describe the existing structure and procedures of the Applicant >*

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| --- | --- | --- |
| **#** | **Existing procedures** | **Description** |
| **2c.2.1.** | **Organizational structure including permanent staff** | *< max. 500 characters, without spaces>* |
| **2c.2.2.** | **Accounting system** | *< max. 500 characters, without spaces>* |
| **2c.2.3.** | **Contract awarding procedures** | *< max. 500 characters, without spaces>* |
| **2c.2.4.** | **Internal/ external controls** | *< max. 500 characters, without spaces>* |
| **2c.2.5.** | **Audits/ Reporting** | *< max. 500 characters, without spaces>* |
| **2c.2.6.** | **Other, please state:** | *< max. 500 characters, without spaces>* |
|  | **TOTAL** | *< max. 500 characters, without spaces>* |

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| **3. Applicant's self-declaration about double funding** |

*Double funding occurs where the same support is provided twice through the use of public funds.*

I, hereby declare that the organization governed by me is:

1. **not applying for other funds** in the form of grant for the same activities, that is described within the current Application (Full Application) submitted under this Call for Proposals for newly established companies – start-ups (EU4EG\_Start-ups\_3);
2. **not receiving other funds** in the form of grant for the same activities, that is described within the current Application (Full Application) submitted under this Call for Proposals for newly established companies – start-ups (EU4EG\_Start-ups\_3);
3. **not generating revenue from the same activities,** that is described within the current Application (Full Application) submitted under Call for Proposals for newly established companies – start-ups (EU4EG\_Start-ups\_3). In case during the implementation phase the action generates revenue, detailed, timely, adequate and traceable information concerning the generated revenues shall be kept.

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| **4. Applicant's declaration on de Minimis Regulation** |

*<Please complete this declaration of previous State aid received under the de Minimis Regulation. Using this information, we will assess your eligibility to receive funding. Please note that having received previous aid under the de minimis Regulation does not automatically disqualify you from receiving further de minimis aid from the EU4EG project. Please include any aid received, from national or EU sources, in this declaration.>*

I, the undersigned, representing <name of the company> and applying for aid within the framework of the EU4EG project, declare that:

* the company I represent and all other entities belonging to the same company group as my company have not received any contribution falling under the *de Minimis* Regulation during the previous three fiscal years (this being the current fiscal year and the previous two fiscal years)
* the company I represent and all other entities belonging to the same company group as my company have received the following contribution(s) falling under the *de Minimis* Regulation during the previous three fiscal years (this being the current fiscal year and the previous two fiscal years):

|  |  |  |  |
| --- | --- | --- | --- |
| **Beneficiary, project name and programme** | **Country granting the *de Minimis* aid** | **Amount granted, in EUR** | **Date of granting** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  | | **Total:** |  |

I acknowledge that untruthful/false declarations, in addition to the administrative sanctions and the request for refunding unduly received contribution charged with the interests, can also be prosecuted by the penal code.

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| **Signed on behalf of the Applicant:**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  Name:  Position:  Date: | **Official stamp of the Applicant:** |

**Addendum 1 to ANNEX A.2.**

Documentation evidencing the true and accurate nature of the information provided in the Self-declaration:

a) Copy of the legal representative’s identification documents (signed and stamped).

b) Copy of the Registration certificate issued by the Central Registry of the Republic of North Macedonia (not older than 3 months).

1. Last year = last accounting year for which the entity's accounts have been closed. [↑](#footnote-ref-1)
2. The gross inflow of economic benefits (cash, receivables, other assets) generated from the ordinary operating activities of the enterprise (such as sales of goods, sales of services, interest, royalties, and dividends) during the year. [↑](#footnote-ref-2)
3. A balance sheet account that represents the value of all assets that are reasonably expected to be converted into cash within one year in the normal course of business. Current assets include cash, accounts receivable, inventory, marketable securities, prepaid expenses and other liquid assets that can be readily converted to cash. [↑](#footnote-ref-3)
4. A company's debts or obligations that are due within one year. Current liabilities appear on the company's balance sheet and include short term debt, accounts payable, accrued liabilities and other debts. [↑](#footnote-ref-4)