



EUROPEAN COMMISSION

DIRECTORATE-GENERAL FOR ENERGY AND TRANSPORT

COMMUNITY FINANCIAL AID IN THE FIELD OF THE TRANS-EUROPEAN NETWORK FOR ¹

TRANSPORT

ENERGY

APPLICATION FORM FOR SUPPORT TO ELIGIBLE PROJECTS (WORKS) 2005²

[Please insert PROJECT TITLE]

For DG TREN use only

Received on:

Number:

¹ Tick as appropriate

² Council Regulation (EC) N° 2236/95 of 18 September 1995 laying down general rules for the granting of Community financial aid in the field of Trans-European Networks, modified by Regulation (CE) N° 1655/1999 of the European Parliament and the Council of 19 July 1999, by Regulation N° 807/2004 (EC) of the European Parliament and the Council of 21 April 2004 and by Regulation (CE) N° 788/2004 of the European Parliament and the Council of 21 April 2004

GENERAL INSTRUCTIONS

- This application form is to be used for support for
 - Interest on loans,
 - fees for guarantees for loans,
 - direct grants for WORKS,³ and
 - risk- capital participation for investment funds or comparable financial undertakings,

aiming at IMPLEMENTING the project of common interest concerned. To apply for support for studies⁴ related to projects of common interest, a separate specific application form is to be used. These forms of community assistance can be combined where appropriate.

- The application form must be completed in all its parts, including all annexes. All questions should be answered directly. Maps, tables etc. can be annexed. IF A QUESTION IS NOT APPLICABLE PLEASE GIVE EXPLANATIONS.
- For details regarding the submission of completed application forms, please refer to the respective provisions set out in the call for proposals.

³ Works: Purchase and supply of components and systems, provision of services and execution of construction and installation works relating to the project, including acceptance inspection of the installations and commissioning of the project.

⁴ Studies: Services required for the definition of a project. These may include preparatory, feasibility and evaluation studies and any other technical support measures, including prior action to define the project fully and to decide on its financing, e.g. reconnaissance of the sites concerned and preparation of the financial package.

ADMINISTRATIVE INFORMATION RELATIVE TO THE APPLICANT⁵

1. MEMBER STATE(S) APPLYING FOR FINANCIAL ASSISTANCE OR APPROVING THIS APPLICATION, OR INTERNATIONAL ORGANISATION APPLYING FOR FINANCIAL ASSISTANCE

1.1. PERSON AUTHORIZED TO SIGN THIS APPLICATION

Name:

Function:

Address:

Telephone:

Fax:

E-Mail address:

1.2 CONTACT PERSON / PERSON RESPONSIBLE FOR THE APPLICATION

Name:

Function:

Address:

Telephone:

Fax:

E-Mail address:

Date: Signature and stamp of the representative of the applying or approving Member State or of the applying International Organisation (as named under 1.1)

.....

⁵ For multi-partner applications repeat points 1 and 3 as required.

2. BODY OR UNDERTAKING HOLDING THE BANK ACCOUNT INTO WHICH THE FINANCIAL ASSISTANCE WOULD BE TRANSFERRED⁶

2.1 Name:

Address:

2.2 Contact person:

Name:

Function:

E-Mail address:

Telephone:

3. PUBLIC OR PRIVATE UNDERTAKING(S) OR BODY(IES) DIRECTLY CONCERNED IMPLEMENTING THE PROJECT^{7 8}

3.1 Name:

Address:

3.2 Contact person:

Name:

Function:

E-Mail address:

Telephone:

⁶ On the responsibility of the Member State(s) or International Organisation named in point 1, as far as the latter authority(ies) is (are) not itself (themselves) holding the bank account into which financial assistance would be paid.

⁷ On the responsibility of the Member State(s) or International Organisation named in point 1, as far as the latter authority(ies) is (are) not itself (themselves) in charge of implementing the project for which financial assistance is sought with this application.

⁸ Please complete also the form in Annex V

REFERENCE TO TEN

REFERENCE TO TEN

1. If the project has been previously supported under the TEN budget, please specify⁹:

Decision(s) or contract(s) N° _____

2. Reference to the Community Guidelines for the development of the respective trans-European network¹⁰
3. Specific objective of the call for proposals addressed with this application

⁹ Specify any previous TEN support directly related to this project (e.g. previous grants to the same project or support to feasibility studies for the same project).

¹⁰ **TEN-T:** Please refer to the respective section of the Community Guidelines for the development of the trans-European transport network (Decision N° 1692/96/EC of the European Parliament and the Council, OJ L 228 of 9 July 1996, modified by Decision 1346/2001/EC, OJ L 185 of 6 June 2001, and Decision 884/2004/EC, OJ L 201 of 7 June 2004), to the priorities at stake (section I, Article 5) as well as, if appropriate, to Annex III.

TEN-E: Please specify the Project of Common Interest and, if applicable, the Priority Axis, see Annexes III and I, respectively, of the Guidelines for trans-European energy networks (Decision n° 1229/2003/EC of the European Parliament and the Council of 26 June 2003.(OJ L 176 of 15 July 2003).

GENERAL INFORMATION ON THE PROJECT

LOCATION AND OBJECTIVES

4. LOCATION OF THE PROJECT:

Member State(s):

Region(s):

5. MAIN OBJECTIVES:

Please specify which key objectives the project in question addresses with regard to the TEN development, in particular its priorities. Try to limit the objectives as far as possible to the project for which assistance is sought. Set out objectives that are as **concrete** as possible, and of **qualitative and quantitative** nature.

6. TECHNICAL DESCRIPTION OF THE WORKS COVERED BY THIS APPLICATION:

Please give a concise but complete description of the works (including objectives, activities, expected results) to be carried out in the framework of the **project for which assistance is sought with this application**. This description must be coherent with the time table for project implementation (reference: point 8) and the total eligible project cost, including the breakdown as set out under point 9. Please attach maps that allow a clear understanding of the geographical location of the project in the framework of the TEN, as well as of its insertion of the immediate geographical area directly concerned by the project. Wherever appropriate, please include diagrams, maps etc. to illustrate the **type of work** to be carried out **and their timing** (e.g. GANTT diagram).

If applicable, please include also:

Geographic co-ordinates:					
START POINT	Long (X)	Lat (Y)	END POINT	Long (X)	Lat (Y)

7. KEY INDICATOR TO BE USED FOR MONITORING AND ASSESSING THE PHYSICAL PROGRESS OF THE PROJECT (e.g. kilometres built, milestones achieved, permission obtained):

8. DURATION OF THE WORKS COVERED BY THIS APPLICATION: ¹¹

Starting date of action (month and year):

Finishing date of action (month and year):

¹¹ Note: Should the application be selected for funding, changes to the dates may, if substantiated, be agreed upon in writing **before** a Commission Decision is taken. However, the dates included in the Commission Decision can only be changed via a formal amendment of the Decision

9. INDICATIVE BREAKDOWN OF ESTIMATED ELIGIBLE COSTS COVERED BY THIS APPLICATION (Mio €): Please refer to the Guidelines for the indicative cost break-down set out in Annex III as well as to the provisions regarding allowable eligible cost in Annex IV^{12 13}

Table 9.1 By activity

ACTIVITIES	EXTERNAL COSTS	INTERNAL COSTS	TOTAL
1.DIRECT COST			
SUBTOTAL DIRECT COST :			
2. INDIRECT COST ¹⁴			
Flat rate funding : Yes/No			
3. TOTAL ELIGIBLE COST			

¹² Note: Should the application be selected for funding, changes to the breakdown may, if substantiated, be agreed upon in writing **before** a Commission Decision is taken. However, the breakdown included in the Commission Decision can only be changed via a formal amendment of the Decision

¹³ For multi-partner applications, provide a table for each Member State applying for financial assistance or approving this application, plus an overall summary table using the same format

¹⁴ The eligible indirect costs for the action are those costs which, with due regard for the conditions of eligibility, are not identifiable as specific costs directly linked to performance of the action which can be booked to it direct, but which can be identified and justified by the beneficiary using his accounting system as having been incurred in connection with the eligible direct costs for the action. They may not include any eligible direct costs. In this case, please put the total of the indirect costs from table 19 in columns “internal cost” and “total”

By way of derogation, the indirect costs incurred in carrying out the action may be eligible for flat-rate funding fixed at not more than 7% of the total eligible direct costs. They need not be supported by accounting. If you choose this option, please put the appropriate amount only in column “Total”..

Table 9.2 By source of financing

SOURCES OF FINANCING (basis: total eligible cost as set out in point 9)	Total eligible cost	2005 (after eligibility date) ¹⁵	2006	2007	2008+
1. State budget					
2. Regional / local budget ¹⁶					
3. Project promoter (Public or Private) ¹⁷					
4 EIB loan					
5. Other loans (indicate lender and beneficiary)					
6. a. TEN direct grant					
b. TEN interest rebates on loan according to 4 or 5					
c. TEN guarantee for loan according to 4 or 5					
d. risk- capital participation					
7. Other EU funds (ERDF, Cohesion Fund, research) ¹⁸					
8. Other sources					
Total					

¹⁵ The date on which the Commission receives the application

¹⁶ Please specify the relevant budget; include additional rows if needed

¹⁷ Please specify the name of the public or private organisation concerned and the nature of the contribution

¹⁸ Please specify fund; include additional rows if needed

10. REQUESTED SUPPORT FOR THE PROJECT FROM THE TEN-BUDGET (See points 6.a to 6.d from table 9.2)

FORM OF REQUESTED SUPPORT	AMOUNT (Mio €)
A. .DIRECT GRANT	
B. INTEREST RATE SUBSIDY	
C LOAN GUARANTEE	
D. RISK CAPITAL PARTICIPATION	
TOTAL	

MATURITY STATUS OF THE PROJECT (AS DESCRIBED AT POINT 6)

11. POLITICAL COMMITMENTS TAKEN REGARDING PROJECT IMPLEMENTATION (Decisions of government, Parliament, National Master Plans, etc.)

12. COMMITMENT OF PUBLIC FUNDS FOR THE PROJECT THROUGHOUT THE ELIGIBLE IMPLEMENTATION PERIOD

Please specify the amount committed and the relevant legal basis

13. DECISIONS TAKEN REGARDING PUBLIC PRIVATE PARTNERSHIP APPROACH

(If appropriate, please describe decisions taken regarding a public-private partnership approach, e.g. concession award etc., or measures foreseen to implement / prepare / examine the feasibility of / such an approach. If purely public financing has been decided upon, please describe reasons underlying this decision).

14. CROSS-BORDER COORDINATION

In case the project for which Community assistance is sought concerns the territory of several Member States:

- If it is of Europe-wide scope, carried out by an organisation involving (the majority of) the Member States, please describe the status of decision making by the relevant bodies of this organisation with regard to implementation, financing and time table
- If it involves more than one but a limited number of Member States, please describe the status of cross-border decision making with regard to implementation, financing, time table etc.

15. BUILDING PERMIT (DEVELOPMENT CONSENT)

Please provide a full list of sections/parts of the project as described under point 6 for which a separate building permit procedure is to be carried out in accordance with the relevant national legislation. The subject of each individual procedure, to be set out in the first column of the following table, should give a concise indication of the geographical extension and/or the kind of works concerned (code numbers only understandable to insiders should be avoided).

Subject of building permit procedure	Date of obtainment of building permit	In case of uncompleted procedure: expected date of completion	Foreseen start of works

16. LEGAL/ADMINISTRATIVE ISSUES REMAINING TO BE RESOLVED BEFORE CONSTRUCTION CAN START

Please specify possible problems of legal/administrative nature which remain to be settled before construction can start (e.g. legal proceedings against the building permit).

17. OTHER RISKS / FACTORS OF UNCERTAINTY WHICH MIGHT AFFECT PROJECT IMPLEMENTATION (political, financial, social, technical, etc.)

DETAILS ON EXTERNAL AND INTERNAL COSTS (REFERRED TO IN POINT 9)

A. EXTERNAL COST

18. CONTRACT AWARD¹⁹

- Please provide details for the **major** contracts that are subject to the project as described under point 6 and referred to in table 9.1 – break-down by activities. The value of the (already concluded or foreseen) contracts, to be listed in the following two tables, **should cover wherever possible a major part of the total eligible project cost** set out in point 9. For further information please refer to the Guidelines in Annex III.

These two tables should be given separately for each activity.

- **Table 18.1: Contracts already concluded**

Activity:

Contractor	Subject	Contract value	Date of conclusion	Implementation period	Publication of call for tender in OJ ²⁰	Expenditure incurred before the eligibility date
TOTAL						

Remarks²¹:

¹⁹ For multi-partner applications, provide the information for each Member State applying for financial assistance or approving this application

²⁰ Please specify the date of publication and the reference of the Official Journal of the European Union

²¹ Especially, if the relevant EU legislation has been (will be) met where required: e.g. Directives EC/93/36; EC/93/37; EC/93/38; EC/92/50, etc.; if the relevant EU legislation has not been (will not be) met: please give reasons

➤ **Table 18.2: Contracts remaining to be concluded :**

Activity:

Subject	Estimated contract value	(Target) date for publication of call for tender in OJ ²²	Target date for contract conclusion	Foreseen implementation period	Remarks
TOTAL					

Remarks²³:

²² Please specify the date of publication and the reference of the Official Journal of the European Union or, if no publication has been made yet, the relevant target date

²³ Especially, if the relevant EU legislation has been (will be) met where required: e.g. Directives EC/93/36; EC/93/37; EC/93/38; EC/92/50, etc.; if the relevant EU legislation has not been (will not be) met; please give reasons

➤ **Table 18.3: Contracts not covered in the previous two tables**

Please summarize the status of the contracts that are not included in one of the two previous tables (possible reasons: very large number of contracts involved in the project as described in point 6, high proportion of contracts of relatively small value, uncertainty about contract conclusion etc):

ACTIVITIES	DESCRIPTION OF THE CONTRACTS	ESTIMATED TOTAL COSTS
TOTAL		

B. INTERNAL COST

19. ACTIVITIES TO BE CARRIED OUT BY THE BODY OR UNDERTAKING RESPONSIBLE FOR IMPLEMENTING THE PROJECT²⁴

Please outline the scope and nature of the activities planned to be carried out by the body or undertaking responsible for implementing the project, the number and categories of staff carrying out these activities (see also the guidelines in Annex III):

²⁴ For multi-partner applications, provide the information for each Member State applying for financial assistance or approving this application,

➤ **Table 19: Estimated breakdown of internal costs as given in table 9.1:**

ACTIVITIES	PERSONNEL	TRAVEL AND RELATED COSTS	EQUIPMENT	CONSUMABLES AND SUPPLIES	COSTS DERIVING DIRECTLY FROM THE REQUIREMENTS OF THE DECISION	SUBTOTAL OF DIRECT INTERNAL COSTS	INDIRECT COSTS ²⁵	TOTAL
TOTAL								

If this « breakdown of internal costs » **cannot** be given, please explain why, and provide at least a detailed explanation of the internal costs:

²⁵ The eligible indirect costs for the action are those costs which, with due regard for the conditions of eligibility, are not identifiable as specific costs directly linked to performance of the action which can be booked to it direct, but which can be identified and justified by the beneficiary using his accounting system as having been incurred in connection with the eligible direct costs for the action. They may not include any eligible direct costs.

By way of derogation, the indirect costs incurred in carrying out the action may be eligible for flat-rate funding fixed at not more than 7% of the total eligible direct costs. They need not be supported by accounting documents. If you choose this option, please do not complete the indirect costs in table 19 but put the appropriate amount into table 9.1.

POTENTIAL IMPACTS OF THE PROJECT

In this section the applicant should provide the main conclusions of the financial and socio-economic analysis of the project. The financial analysis provides information on the self-financing capabilities of the project. The socio-economic analysis provides information on the desirability of the project for society.

20. SOCIO-ECONOMIC ANALYSIS

Please give the results and conclusions of the socio-economic analysis for the project as described in point 6. In case the analysis carried out goes beyond the scope of this project please explain. Try, as far as possible, to draw concrete conclusions for the project that is subject to the present application. Please explain, for the socio-economic analysis referred to, on what main hypothesis and parameters it is based:

As far as quantitative results are concerned, please provide at least one of the following indicators:

INTERNAL RATE OF RETURN	IRR	<input type="text"/>
NET PRESENT VALUE	NPV	<input type="text"/>
BENEFIT/COST RATIO	B/C	<input type="text"/>

Please specify the values used for the calculation of the quantitative data (value of time saved, of environmental gains etc.)

21. FINANCIAL ANALYSIS

Please give the results of the financial analysis with regard to at least one of the following indicators. In case the analysis carried out goes beyond the scope of this project, please explain and try, as far as possible, to draw concrete conclusions for the project that is subject to the present application (described at point 6).

INTERNAL RATE OF RETURN	IRR	<input type="text"/>
NET PRESENT VALUE	NPV	<input type="text"/>

In case the project generates revenues (tolls, user charges, revenues from commercial or other use, contributions from third parties etc.), please provide details²⁶.

²⁶ Based on a discounted cash-flow analysis.

22. IMPACT OF THE PROJECT ON THE ENVIRONMENT

Please fill in the part of the application form entitled “compatibility with Community policy of environment” (points 35 pp).

23. IMPACT OF THE PROJECT ON TRAFFIC (TEN TRANSPORT ONLY)

Please describe the expected impact of the project on traffic: if appropriate, provide the results of traffic forecast studies (scenario with and without the project if possible), including an outline of the overall context and scope of the study(ies) concerned, the methodology chosen and the assumptions made.

24. IMPACT ON REGIONAL DEVELOPMENT

Please describe the impact of the project on regional development and land use²⁷.

25. IMPACT ON EMPLOYMENT

Please provide an estimation of the direct impact of the project on employment, with separate references to the creation of both permanent and temporary (during the construction period) jobs.

26. EUROPEAN ADDED VALUE

Please describe the expected benefit of the project for the Trans-European transport/energy network, i.e. its “added value” from a European perspective.

²⁷ E.g. improved accessibility, connection with local network, etc.

27. CONTRIBUTION TO THE PRIORITIES OF THE IMPLEMENTATION OF THE TRANS-EUROPEAN NETWORK

Please describe project contribution to the TEN priorities, specifying, as concretely as possible, in qualitative and quantitative terms:

- The expected contribution of the project to the network development²⁸. Please limit this description to the most pertinent priorities.
- For TEN transport projects only: Please specify, as concretely as possible, the expected contribution of the project to the specific priorities of the trans-European transport network development as set out in the call for proposals n°.....

²⁸ **TEN-T:** see Article 5 of the Community Guidelines for the development of the trans-European transport network (Decision n° 1692/96/CE of the European Parliament and the Council 23 July 1996, modified by Decision n° 884/2004 of the European Parliament and the Council of 29 April 2004 (OJ L 228 of 9 September 1996 and OJ L 201 of 7 June 2004)).

TEN-E: see Articles 4 and 7 of the Guidelines for trans-European energy networks (Decision n° 1229/2003/EC of the European Parliament and the Council of 26 June 2003 (OJ L 176 of 15 July 2003)).

**FINANCIAL NEEDS, MONITORING, PUBLICITY, EXCLUSION OF FUNDING
FROM OTHER COMMUNITY SOURCES**

28. CONSEQUENCES OF A NON-ALLOCATION OF TEN FINANCIAL ASSISTANCE

If this project is not awarded a TEN financial assistance, it will:

	<p>GO AHEAD AS PLANNED</p> <p>Please specify in what other way the Community support sought would bring an added value to project implementation (accelerated implementation, freeing of public funds for other projects etc.)</p>
	GO AHEAD BUT WITH GREATER RISK
	GO AHEAD BUT IN AN ALTERED OR REDUCED FORM
	NOT GO AHEAD

29. STIMULATING EFFECT OF COMMUNITY FINANCIAL ASSISTANCE

Please describe in what way the granting of Community financial assistance under the TEN budget would have a stimulating effect on project implementation and/or financing.

30. FOR TEN ENERGY ONLY: DEMONSTRATION OF THE EXCEPTIONAL CIRCUMSTANCES JUSTIFYING COMMUNITY AID TO THE INVESTMENT PROJECT.

Please provide sufficient justification for the community aid to the investment project

31. ARRANGEMENTS FOR MONITORING, FINANCIAL CONTROL AND EVALUATION

Please describe in detail arrangements for monitoring, financial control and evaluation applied to this project²⁹.

²⁹ E.g. Normal financial control of the Member States, regular reports to EIB or other lenders, certification by an external public or private body, etc.

32. FUNDING OF THE PROJECT FROM OTHER COMMUNITY SOURCES (INCLUDING EIB)

Does the project as described in point 6, or part of it, benefit from any other source of Community funding (European Regional Development Fund, Cohesion Fund, Research budget, EIB, etc.)?

- If this is the case, please give details (in particular: financial instrument concerned, amount allocated, references of relevant decisions, activities concerned, beneficiary organisation).
- In case assistance has been applied for but no decision has been taken yet, please provide details regarding the application (in particular: financial instrument concerned, amount requested, activities concerned, beneficiary organisation etc.)

Has a project, related to the project subject to the present application, received Community support from another source (combination of Community funding from different sources so as to maximise the benefit of the intervention), or has a relevant application been made? If this is the case, please provide details (in particular: financial instrument concerned, amount allocated, references of relevant decision, activities concerned, beneficiary organisation); please demonstrate clearly how this project is separated from the project described under point 6 (reference: Article 5, 4th paragraph of Regulation N° 2236/95, excluding the granting of assistance from different Community sources to projects or project stages).

33. PUBLICITY

Please describe the measures to give publicity to the (possible) TEN co-financing (e.g. site notices etc.)

34. Please download the editable Financial Identification form in your language and for your country from:

http://europa.eu.int/comm/budget/execution/ftiers_fr.htm

Here you find the English version for reference:

FINANCIAL IDENTIFICATION

This information is to be stored in the Commission's accounting records for use in its payment procedures. Commission staff carrying out such procedures will be able to consult it for this purpose.

ACCOUNT HOLDER	
NAME	<input type="text"/>
ADDRESS	<input type="text"/>
TOWN/CITY	<input type="text"/>
COUNTRY	<input type="text"/>
POSTCODE	<input type="text"/>
VAT NUMBER	<input type="text"/>
CONTACT PERSON	<input type="text"/>
TELEPHONE	<input type="text"/>
FAX	<input type="text"/>
E - MAIL	<input type="text"/>

BANK	
BANK NAME	<input type="text"/>
BRANCH ADDRESS	<input type="text"/>
TOWN/CITY	<input type="text"/>
COUNTRY	<input type="text"/>
POSTCODE	<input type="text"/>
ACCOUNT NUMBER	<input type="text"/>
IBAN	<input type="text"/>

REMARKS :

<p>BANK STAMP + SIGNATURE OF BANK REPRESENTATIVE (Both Obligatory)(1)</p>
--

<p>DATE + SIGNATURE ACCOUNT HOLDER : (Obligatory)</p>
--

(1) The bank stamp and signature of its representative are not required if this form is accompanied by a copy of a bank statement. The signature of the account holder is obligatory in all cases.

**COMPATIBILITY WITH COMMUNITY POLICY ON ENVIRONMENT
FOR WORKS' PROJECTS**

35. POTENTIAL IMPACT OF THE "WORKS" PROJECT ON THE ENVIRONMENT

Please briefly describe the likely potential impact of the project³⁰ ("works" project) on the environment (if the case, make reference to point 22).

36. CONSULTATION OF ENVIRONMENTAL AUTHORITIES

Have the relevant environmental and nature conservation bodies been consulted on the planned activities?

Yes No

If yes, please give name(s) and address(es)

If no, please give reasons

37. EU ENVIRONMENTAL LEGISLATION

Do the planned activities fall under the categories listed in annex I or II of Directive 85/337/EEC³¹ on the assessment of the effects of certain public and private projects on the environment, Directive 79/409/EEC on the conservation of wild birds³² and/or Directive 92/43/EEC on the conservation of natural habitats and of wild fauna and flora³³ or other relevant environmental legislation?

³⁰ "Project" as referred to here means: the whole set of activities covered under the application for Community financial aid concerned

³¹ as amended by Directive 97/11/EC and Directive 2003/35/EC

³² as amended, last amendment by Regulation (EC) 807/2003

³³ as amended; last amendment by Regulation (EC) 1882/2003. Compliance with the two nature directives is not limited to protection of Natura 2000 sites. It also covers obligations for site protection (linked to Natura 2000) and species protection (required by both the Habitats and Birds directives).

Directive 85/337/EEC

Yes No

Directive 79/409/EEC and/or Directive 92/43/EEC

Yes No

Conformity with other relevant environmental legislation (e.g. Water framework Directive 2000/60/EC³⁴ for inland waterway projects)

Yes No

– If at least one of your answers is no, please explain:

– If at least one of your answers is yes, please complete annex I.

Please note that annex I of this application form must include **all** EIA procedures and Natura 2000 site impact assessments which are required under the relevant national legislation for the project as it has been defined in the funding application concerned. In the case of very complex projects, or projects for which the relevant procedures are carried out in phases, it is recommended to submit separate annexes I, each of them grouping project parts of a relatively homogeneous structure and timing in terms of environmental procedures.

38. TO THE BEST OF YOUR KNOWLEDGE, ARE (PART OF) THE ACTIVITIES SUBJECT TO A LEGAL PROCEDURE³⁵ FOR COMPLIANCE WITH COMMUNITY LEGISLATION?

Yes No

– If yes, please give details:

³⁴ As amended; last amendment by Decision 2455/2001/EC OJ L 331 of 15 December 2001

³⁵ I.e. under Articles 88, 226 or 228 of the EC-Treaty;

ENVIRONMENTAL IMPACT ASSESSMENT

(Full form to be completed for all parts of the works project, for which a separate EIA is required according to relevant national legislation)

Application of the Directive on Environmental Impact Assessment³⁶

1. Applicability of EIA Directive

The activities fall under the categories of:

- Annex I of Directive 85/337/EEC as amended

- Annex II of Directive 85/337/EEC as amended

Please explain:

- Neither under Annex I nor Annex II of Directive 85/337/EEC as amended

Please explain:

³⁶ Directive 85/337/EEC on the assessment of the effects of certain public and private projects on the environment (OJ L 175 of 05 July 1985) as amended

- In case the activities fall under categories described in Annex II of Directive 85/337/EEC as amended, and no environmental impact assessment has been deemed necessary, explain this on the basis of nationally established criteria and/or thresholds and/or a case-by-case examination in the light of Annex III of Directive 85/337/EEC as amended:

2. Supporting documentation on EIA

In case the activities fall under the EIA Directive and an environmental impact assessment has been deemed necessary, provide a summary description³⁷ of the environmental impact, based on the assessments carried out in accordance with Directive 85/337/EEC, as amended, on the assessment of the effects of certain public and private projects on the environment³⁸.

- Date upon which public consultation started...

3. Development consent

Indicate whether the Development Consent³⁹ has been given:

Yes No

If yes on which date...

If no, when was the formal request for the Development Consent introduced, and by what date is the final decision expected?

³⁷ This summary description must include the following documents:

- a) the non-technical summary of the Environmental Impact Study carried out for the project;
- b) the results of consultations with the environmental authorities;
- c) the results of consultations with the public concerned.
- d) in the case of projects where the formal request for the development consent (point 1 above) was introduced after 14 March 1999: the information referred to in article 9.1 of the Directive 85/337/EC as amended by article 3 paragraph 6 of Directive 2003/35/EC.

Note : In relation to b), c) and d) these may be represented in the form of a statement, conclusion or certification by the competent authorities, indicating in what way the concerns of the designated consultees and concerned public have been taken into account.

³⁸ In accordance with articles 7, 9 and 13 of Regulation 2236/95/EC, as amended, the Commission reserves the right to request from the Member State/project promoter concerned the submission of any relevant supplementary documentation, deemed necessary to verify full compliance with EU environmental legislation.

³⁹ i.e. the decision of the competent authority or authorities which entitles the developer to proceed with the project (article 1.2 of Directive 85/337/EC)

Please specify the competent authority or authorities, which has/have given or will give the development consent.

4. Incomplete EIA

In cases where an EIA is required but has not yet been completed, please

- give explanations (reasons, status of procedure, target time for completion etc.)
- give the date upon which consultation with the competent environmental authorities started
- give the date upon which public consultation started.

Member States / project promoters are obliged to submit missing documentation, by using this environmental section of the application form, as it has become available (ref: Articles 7, 9 and 13 of Regulation 2236/95 as amended).

5. Other environmental measures

Is it foreseen, apart from Environmental Impact, to undertake other assessments and/or environmental integration measures such as: environmental audit, environmental management, strategic environmental assessment, specific environmental monitoring)?

Yes

No

If yes, please specify:

EFFECTS ON NATURA 2000 SITES⁴⁰

Are the activities likely to have a significant negative effect on sites included or which should be included in the relevant national Natura 2000 network? If appropriate, please indicate also possible effects of the project on sites in neighbouring countries.

Yes

No

If yes, please attach a copy of the completed form in Annex I-A⁴¹, including information on projects likely to have significant negative effect on Natura 2000 sites as notified to the Commission (DG Environment) under Directive 92/43/EEC as amended.

If no, please complete the declaration in Annex I-B, and ensure that it is signed by the authority responsible for the implementation of Natura 2000.

⁴⁰ These sites comprise:
a) Special Protection Areas classified or requiring classification under the "Birds" Directive (79/409/EEC, OJ L 103 of 25.04.79) as amended and
b) Sites proposed or requiring proposal by Member States under Article 4 (1) of the "Habitats" Directive (92/43/EEC, OJ L206 of 22.07.92) as amended.

⁴¹ Document 99/7 rev.2 adopted by the Habitats Committee (Member States representatives established under Directive 92/43/EEC) at its meeting on 04.10.99.

**INFORMATION ON PROJECTS LIKELY TO HAVE SIGNIFICANT NEGATIVE EFFECT ON
NATURA 2000 SITES AS NOTIFIED TO THE COMMISSION UNDER DIRECTIVE 92/43/EEC.**

Document 99/7 rev.2 adopted by the Habitats Committee (Member States representatives established under Directive 92/43/EEC) at its meeting on 04.10.99.

Member State:

Date:

**Information to the European Commission
according to Article 6 of the Habitats Directive
(Dir. 92/43/EEC)**

Documentation sent for information/
(art. 6(4).1) opinion/
(art. 6(4).2)

Competent national authority:

Address:

Contact person:

Tel., fax, e-mail:

1. PLAN OR PROJECT

This site is

- a SPA under the Birds directive
- a proposed SCI under the Habitat directive
- hosting a priority habitat/species

Summary of the plan or project having an effect on the site :

2. NEGATIVE EFFECTS

Summary of the assessment of the negative effects on the site:

N.B.: this summary should focus on the adverse effect expected on the habitats and species for which the site has been proposed for the Natura 2000 network, include the appropriate maps and describe the already decided mitigation measures

3. ALTERNATIVE SOLUTIONS

Summary of alternative solutions studied by the Member State

Reasons why the competent national authorities have concluded that there is absence of alternative solutions

4. IMPERATIVE REASONS

Reason to nevertheless carry out this plan or project:

- Imperative reasons of overriding public interest, including those of a social or economic nature (in the absence of priority habitat/species)
- human health
- public safety
- beneficial consequences of primary importance for the environment
- other imperative reasons of overriding public interest

Short description of the reason

5. COMPENSATION MEASURES

Foreseen compensatory measures and timetable:

**DECLARATION BY AUTHORITY RESPONSIBLE FOR
NATURA 2000 SITES**

Responsible Authority.....

Having examined the project application⁴²
(title).....

which is to be located at.....

we declare that (tick the appropriate box):

- the project is not likely to have significant effects on a Natura 2000 site on the following grounds:
.....
.....

Therefore an appropriate assessment required by Article 6 (3) was not deemed necessary.

- following an appropriate assessment, according to Art. 6 (3) of Directive 92/43/EEC, the project will not have significant negative effects on a Natura 2000 site.

A map at scale of 1:100.000 (or the nearest possible scale) is attached, indicating the location of the project as well as the Natura 2000 sites concerned, if any.

Signed: (Authority responsible for monitoring Natura 2000 sites)

Official Seal:

⁴² Taking into account the requirements of Art. 6(3) of Directive 92/43/EEC

**COMPATIBILITY WITH OTHER COMMUNITY POLICIES:
INTEROPERABILITY (railway projects)**

The competent authority,

.....
.....

having considered the application for the project entitled:

.....
..... **hereby declares that** (tick

appropriate box):

the parts of the project conform to the essential requirements and the technical specifications for interoperability in force,

prior notice of the intended derogation was served to the Commission in accordance with Article 7 of Directives 2001/16/EC⁴³ and 1996/48/EC⁴⁴ on
.....

neither of the above applies.

First box: how do you justify this statement (study, assessment, independent expert report, etc.)? What process was used for the verification? Who was involved?

.....
.....
.....
.....

Second box: has the Commission been sent a dossier setting out the technical specifications for interoperability (TSI) or the parts of the TSI which the Member State does not wish to have applied, the plans it intends to implement during the execution of the project to encourage interoperability over time, and the technical, administrative or economic grounds which justify the derogation? If not, why not?

.....
.....

⁴³ (OJ L 110 of 20 April 2001) as amended by Directive 2004/50/EC (OJ L 164 of 30 April 2004)

⁴⁴ (OJ L 235 of 17 September 1996) as amended by Directive 2004/50/EC (OJ L 164 of 30 April 2004)

Third box: for what technical, administrative or economic reasons was prior notification not served?

.....
.....
.....
.....
.....
.....

Name:

Function:

Signature:

Official stamp:

ANNEX III

Guidelines for the establishment of an indicative breakdown of estimated eligible cost (reference: points 9, 18, and 19 of the application form)

Point 9: Break-down of estimated eligible cost

A project/study for which TEN support is being sought should be broken down by activity.

The estimated eligible costs, whether "internal", "external" or both for each activity to be implemented during the period of support are required. These costs should include any funds that may be granted from the Community budget.

As a general rule, "**activities**" consist of a grouping of specific tasks that are directly related to the project concerned.

In view of the wide range of possible project structures, institutional set-ups, management systems, significant divergence in the complexity of projects, and consequently of the difficulty to "harmonize" the definition of "activities", the Commission leaves the applicant with a reasonable degree of flexibility with regard to the definition of activities.

It is however important that the break-down into activities / relevant cost is reasonably detailed. It must not be reduced, for example, to the mere subject of a turn-key contract costing tens of millions €

The break-down must include the range of activities that are planned to be executed in the framework of the proposed project. They shall be named in such a way that an outsider would understand easily the kind and proportion of works or studies at stake. The mere listing of codes, lot numbers etc. is to be avoided.

The definition of the activities should be guided by the objective of ensuring coherence, transparency and clarity throughout the life-cycle of the TEN-funded project (project proposal, Commission decision granting aid, annual reporting, controls, and submission of payment claims). The specific tasks under the activities should therefore remain unchanged throughout the life of a project, so as to avoid any risk of overlap or ambiguity.

Activities should be defined in such a way as to facilitate regular reporting, i.e. it should as far as possible be compatible with project promoters' technical and financial reporting systems, so as to reduce manual effort and the risk of errors.

Estimated eligible cost vs. estimated total cost

The estimated **eligible cost** covers the cost of **all eligible activities** (cost directly related to the execution of these activities) that form part the project as described in point 6 of the application form and are planned to be implemented by the relevant national authorities within the period specified in point 8.

It excludes ineligible activities that might however form an integral part of the **total project cost** as **estimated** by the relevant authority. (For details regarding eligible and ineligible activities / cost items, please refer to Annex IV). The estimated eligible cost and the estimated total cost may be identical if the relevant authorities made sure the estimated total cost does not include ineligible activities / items. If, on

the other hand, the estimated total cost is different from the estimated eligible cost, this should be indicated under point 9.

Breakdown of estimated external and estimated internal costs

“**External costs**” are the costs of the project work to be contracted out by the Member State / International Organisation or the public or private undertaking or body directly concerned with implementing the project, “**internal costs**” are costs incurred for work which it undertakes itself.

Point 9 and 18: external costs

In general, at the time of application, contracts will have been placed or are foreseen. The related information should be given per activity in the **tables 18.1 and 18.2** of **point 18** (for each activity a separate table). Wherever possible, these two tables should cover a major part of the total eligible costs set out in point 9.

NOTE: Regardless of the date of signature of a contract, expenditure subject to the contract, incurred before the eligibility date (the date of the receipt by the Commission of the application) is **NOT ELIGIBLE** for funding. Such expenditure must be clearly indicated in the **table 18.1** and must not be included in the table of point 9.

Depending on the nature of the project, some contracts may not have been clearly identified at the application stage, for example a series of smaller contracts which might become necessary in the course of the project or a very large number of contracts involved in the project, or uncertainty about contract conclusion. There is no need to provide information about them individually. However, a description of the status and general content of these contracts should be provided in the **table 18.3** together with their accumulated total estimated cost. This information should be broken down per activity.

NOTE: The accumulated costs of these contracts should not normally represent more than a minor part of the costs of the activity concerned.

Point 9 and 19: internal costs

A description of the scope and nature of the work to be undertaken internally with details of the number and category of staff required to implement it and the effort in man-months should be given. The estimated internal costs should be broken down in the **table of point 19** per activity and per eligible cost category (for their definition, see Annex IV). Should it not be possible to include this breakdown, at least a detailed explanation of the internal costs must be provided.

ANNEX IV

Extract from standard Commission decision granting aid

II.14 – ELIGIBLE COSTS

II.14.1 To be considered as eligible costs of the action, costs must satisfy the following general criteria:

- they must be connected with the subject of the decision and they must be provided for in the estimated budget annexed to it;
- they must be necessary for implementing the action which is the subject of the decision;
- they must be reasonable and justified and they must accord with the principles of sound financial management, in particular in terms of value for money and cost-effectiveness;
- they must be generated during the lifetime of the action as specified in point I.2.2 of Part B.I of the decision;
- they must actually be incurred by the beneficiary, be recorded in the beneficiary's accounts in accordance with the applicable accounting principles, and be declared in accordance with the requirements of the applicable tax and social legislation;
- they must be identifiable and verifiable.

The beneficiary's internal accounting and auditing procedures must permit direct reconciliation of the costs and revenue declared in respect of the action with the corresponding accounting statements and supporting documents.

II.14.2 The eligible direct costs for the action are those costs which, with due regard for the conditions of eligibility set out in point II.14.1, are identifiable as specific costs directly linked to implementation of the action and which can therefore be booked to it direct. In particular, the following direct costs are eligible, provided they satisfy the criteria set out in the previous paragraph:

- the cost of staff assigned to the action, comprising actual salaries plus social security charges and other statutory costs included in the remuneration, provided that this does not exceed the average rates corresponding to the beneficiary's usual policy on remuneration;
- travel and subsistence allowances for staff taking part in the action, provided that they are in line with the beneficiary's usual practices on travel costs or do not exceed the scales approved annually by the Commission;
- the purchase cost of equipment (new or second-hand), provided that it is written off in accordance with the tax and accounting rules applicable to the beneficiary and generally accepted for items of the same kind. Only the portion of the equipment's depreciation corresponding to the duration of the action and the rate of actual use for the purposes of the action may be taken into account by the Commission, except where the nature and/or the context of its use justifies different treatment by the Commission;
- costs of consumables and supplies, provided that they are identifiable and assigned to the action;
- costs entailed by other contracts awarded by the beneficiary for the purposes of carrying out the action, provided that the conditions laid down in point II.9 are met;

- costs deriving directly from the requirements of the decision (dissemination of information, specific evaluation of the action, audits, translations, reproduction, etc.), including, where appropriate, financial service costs (in particular the cost of financial guarantees).

II.14.3 The eligible indirect costs for the action are those costs which, with due regard for the conditions of eligibility described in point II.14.1, are not identifiable as specific costs directly linked to implementation of the action which can be booked to it direct, but which can be identified and justified by the beneficiary using the latter's accounting system as having been incurred in connection with the eligible direct costs for the action. They may not include any eligible direct costs.

By way of derogation from point II.14.1, the indirect costs incurred in carrying out the action may be eligible for flat-rate funding fixed at not more than 7% of the total eligible direct costs. If provision is made in point I.3.2 for flat-rate funding in respect of indirect costs, they need not be supported by accounting documents.

II.14.4 The following costs shall not be considered eligible:

- return on capital;
- debt and debt service charges;
- provisions for losses or potential future liabilities;
- interest on debt
- doubtful debts;
- exchange losses;
- VAT, unless the beneficiary can show that it is unable to recover it;
- costs declared by the beneficiary and covered by another action or work programme receiving the Community financial aid;
- excessive or reckless expenditure.

II.14.5 Contributions in kind shall not constitute eligible costs. However, the Commission can accept, in duly substantiated exceptional cases, that the cofinancing of the action referred to in point I.3.3 of Annex I Part B.I should be made up entirely or in part of contributions in kind. In such cases the value of such contributions must not exceed:

- the actual costs as substantiated by accounting documents of the third parties who made these contributions to the beneficiary free of charge but bear the corresponding costs;
- the costs generally accepted on the market in question for the type of contribution concerned when no costs are borne.

Contributions involving buildings are not covered by this possibility.

In the case of cofinancing in kind, a financial value shall be placed on the contributions and the same amount will be included in the costs of the action as ineligible costs and in receipts from the action as cofinancing in kind. The beneficiary shall have these contributions available under the conditions laid down in the decision.

II.14.6 By way of derogation from paragraph 3, indirect costs shall not be eligible in the context of Community financial aid to the action awarded to a beneficiary who already receives an operating grant from the Commission during the period in question.

(...)

ANNEX V

Declaration form of the public or private undertakings or bodies directly concerned implementing the project

In accordance with Article 114(2) of the Council Regulation No 1605/2002¹ on the award of grants, and in accordance with Commission Regulation No 2342/2002,² I declare on my honour

- I. that the body or undertaking I am representing is not in any of the following situations which would exclude it from participating in a grant award procedure:
 - a) it is not bankrupt, being wound up or having my affairs administered by the courts, it is not entered into an arrangement with creditors, it has not suspended business activities, and it is not in any similar situation arising from a similar procedure provided for in legislation or regulations;
 - b) it has not been convicted of an offence concerning its professional conduct by a judgment which has the force of res judicata;
 - c) it has not been found guilty of grave professional misconduct proven by any means which can be justified;
 - d) it has not failed to fulfil obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which it is established or with those of the Member State which is the beneficiary of the financial support or those of the state where the project is to be executed;
 - e) it has not been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the Communities' financial interests;
 - f) following another procurement or grant award procedure financed by the Community budget, it has not been declared to be in serious breach of its obligations.
 - g) it is not subject to a conflict of interest during the grant award procedure;
 - h) it is not guilty of misrepresentation in supplying the information for the procedure or of failure to supply this information required during the grant award procedure;

- II. that the body or undertaking I am representing undertakes to provide, as soon as possible, the documents referred to in Article 134 and 174 of Commission Regulation No 2342/2002 at the request of the European Commission, failing which the grant may not be awarded in accordance with Article 114 of the Council Regulation No 1605/2002);

- III. that this application for funding is not the subject of any other application for funding under the Community budget.

Done at on

Name:

Function:

Name and address of the body or undertaking:.....

Signature:

¹ Council Regulation (EC, EURATOM) No 1605/2002 of 25 June 2002 on the Financial Regulation applicable to the general budget of the European Communities (OJ L 248 of 16.09.2002, p. 1)

² Commission Regulation (EC, EURATOM) No 2342/2002 of 23 December 2002 laying down detailed rules for the implementation of Council Regulation (EC, EURATOM) No 1605/2002 on the Financial Regulation applicable to the general budget of the European Communities (OJ L 357 of 31.12.2002, p. 1)