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| **For Office Use Only** | |
| **LLOC** |  |

EUROPEAN INNOVATION PARTNERSHIPS

Call 5- Farm and Community Biodiversity Initiative

PROJECT APPLICATION FORM

**Please consult the attached guidance notes when filling out this form**

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| **SECTION 1 – OPERATIONAL GROUP DETAILS** | |
| **1 – Name of Group** |  |
| **2 – Project Title** |  |
| **3 – Project Duration** |  |
| **4 – Project Location (s)** |  |
| **5 – Lead Applicant** |  |
| **6 – Telephone** |  |
| **7 – Email Address** |  |

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| **8 – Composition, expertise, and experience of Operational Group** | | |
| Name | Qualification | Experience |
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| **9 – Details of other funding received for this project - if any** |
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| **10 – Details of previous projects completed by Group** |
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| **SECTION 2 – FUNDING REQUIREMENTS** | | |
| Administration | Implementation | Total |
| € | € | € |

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| **SECTION 3 – DECLARATIONS AND SIGNATURE** | |
| a) I/we certify that the foregoing information is true, accurate and complete, and accept that any false or misleading information may render this application null and void.  b) I/we confirm that if this application is successful and we are asked to progress to the implementation stage of this process, that we will supply all relevant documents relating to the legal standing of the Operational Group and its financial standing when requested to do so by the Department of Agriculture Food and the Marine.  c) I/we confirm that we will co-operate with the administrative and inspection-based control regime that the Department will implement for this measure to ensure value for money. | |
| Signature(s): This application must be signed by the applicant. Where this application is made on behalf of a company or other legal entity, an authorised officer of that company or entity must sign the application and the official status of the signatory must be stated. | |
| **Signature** |  |
| **Print Name of Signatory** |  |
| **Status of Signatory** |  |
| **Witness** |  |
| **Date** |  |

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| **GUIDANCE NOTES FOR APPLICANTS**  **GUIDANCE NOTES FOR APPLICANTS** |

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| SECTION 1 – ORGANISATIONAL GROUP DETAILS | |
| **Question** | **Guidance Note** |
| 1 | Projects are delivered by Operational Groups which are groups of actors brought together as one entity for the purposes of the project. The Operational Group will be the contact point and the beneficiary under the measure. If approved for aid for implementation of your project, the group must constitute itself as a lawful or legally standing [association](http://thelawdictionary.org/association/) or [partnership](http://thelawdictionary.org/partnership/) which has [legal capacity](http://thelawdictionary.org/legal-capacity/) to enter into contracts with the Department, assume obligations, and be eligible to receive funding. |
| 2 | By ‘Project Title’ we simply want to know what name you propose for the project |
| 3 | Insert the envisaged duration of your project (number of months here). It is expected that projects will be delivered within a maximum implementation timeline of 1 year. |
| 4 | All projects must be grounded in the Republic of Ireland. Please indicate county, counties or region of focus. |
| 5 | Each Operational Group must have a lead applicant. In many cases this lead applicant will take on the role of an innovation broker, bringing together the actors in the Operational Group. This can be an individual or an organisation. |
| 6-7 | The details entered here will be the point of contact for all communications in relation to your proposal. |
| 8 | Composition of Operational Group - This **approach envisages bringing together a wide range of actors**, for example: farmers, researchers, farm advisors, NGOs, agri-businesses, foresters and those with particular expertise in areas such as environment etc. This is not an exhaustive list. Please enter the types of actors envisaged as forming the Operational Group and the relevant expertise and experience they will bring to the project. If the members of the Operational Group are already identified, please name them here. We also need to know to what extent these people will be involved |
| 9 | In order to avoid double funding, details of any other funding being sought or received in respect of this project should be entered here. |

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| SECTION 2 – PROJECT DETAILS | |
| **Question** | **Guidance Note** |
| 10 | Details of previous projects completed by Group |

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| SECTION 3 – FUNDING REQUIREMENTS | |
| **Question** | **Guidance Note** |
| 11 | Please outline the expected funding requirement for the project. (incl. VAT – please note reclaimable VAT cannot be claimed). Value for money is an important factor, so please give details of cost, professional fees etc. |

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| GENERAL |
| Please complete this form and return a signed PDF version as well as a Microsoft Word version to the email address below. |

Completed applications, including this form and a proposal, must be received by email by MIDNIGHT ON 31st March 2021 to **EIP@agriculture.gov.ie**

Further information can be obtained by contacting us at: [EIP@agriculture.gov.ie](mailto:EIP@agriculture.gov.ie)