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**Access2Partnerships (A2P) Scheme - 2025**

**National Application Form**

Version: 1

Issue Date: March 2025

### Notes to Applicants

1. The official National Rules for Participation can be downloaded from the [Xjenza Malta website](https://xjenzamalta.mt/media/open-funding-schemes/).
2. Kindly ensure that this application form is filled in with reference to the relevant National Rules for Participation.
3. The National Application Form and any attached documents will be treated as confidential throughout and after the project appraisal process.
4. Only National Application Forms which are complete and that include all relevant supporting documents will be evaluated.
5. Only electronically filled-in application forms will be accepted. Should the application be hand-written or should the format of the application form be altered, the application form will not be evaluated.
6. All responses must be clearly explained and substantiated.
7. A complete National Application Form along with all relevant annexes/supporting documents must be submitted to Xjenza Malta via email on [eusubmissions.xjenzamalta@gov.mt](mailto:eusubmissions.xjenzamalta@gov.mt) at **least 15 working days** prior to the pre-proposal deadline for the specific JTC. Any submissions received after this date and time will be rejected.
8. This National Application Form will be evaluated, in combination with the project proposal submitted to the relevant Partnership Joint Call Secretariat by the Project Coordinator, as part of the evaluation process and eligibility check particularly to determine the type of research and deliverables carried out by the applicant. The Managing Authority reserves the right to request further information should this be required.

# 1. Applicant Details

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| --- | --- |
| Legal Name of Undertaking/Entity | Click or tap here to enter text. |
| Name of Department/Institute/Centre *[if applicable]* | Click or tap here to enter text. |
| E-mail address | Click or tap here to enter text. |
| Website address | Click or tap here to enter text. |
| VAT number *[not applicable for public entities]* | Click or tap here to enter text. |
| Legal Form of Undertaking/Entity | Choose an item. |
| Registration/Identification number  *[not applicable for public entities]* | Click or tap here to enter text. |
| Entity / Undertaking Size | Choose an item. |
| Date Established  *[not applicable for public entities]* | Click or tap to enter a date. |
| Business Activity *[please state NACE code; a list of NACE Codes may be accessed* [*here*](https://ec.europa.eu/eurostat/documents/3859598/5902521/KS-RA-07-015-EN.PDF)*]* | Click or tap here to enter text. |
| Principal Investigator/Project Contact Point Information | *Name:* Click or tap here to enter text.  *Designation:* Click or tap here to enter text.  *Gender:* Click or tap here to enter text.  *Contact Number:* Click or tap here to enter text.  *E-mail address:* Click or tap here to enter text.  *I consent to receive information about other initiatives by Xjenza Malta* |

# 2. Project Details

|  |  |
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| Nome of the Partnership/ERA NET/initiative to which the proposal will be submitted. | Click or tap here to enter text. |
| Name of Transnational Proposal | Click or tap here to enter text. |
| Acronym of Transnational Proposal | Click or tap here to enter text. |
| Project Duration *[in months]* | Click or tap here to enter text. |
| Project Coordinator | Click or tap here to enter text. |
| List of Partners in the Consortium |  |

## Project Funding

|  |  |
| --- | --- |
| Overall Project Value for applicant filling in this Application Form  *[i.e., sum of requested funding and own funding, €]* | Click or tap here to enter text. |
| Amount of Public Funding Requested *[€]* | Click or tap here to enter text. |
| Requested Aid intensity *[Select one of the following as applicable]* | ***De minimis*** *[up to 75%]*  **GBER** *[up to 70%, based on the size of the undertaking, and the selection of the project together with the propensity to collaborate effectively/disseminate widely, etc]*  **Non-State Aid** *[up to 100%]* |
| Research type of tasks undertaken by the Malta-based applicant in the proposal  *[This should be classified as per the definitions of either ‘Fundamental Research, ‘Industrial Research’, and/or ‘Experimental Development’ in the National rules for participation. Please note that these classifications need to correspond to the activities that you will be undertaking. Such activities could be of mixed research type and might not necessarily be of the same research type as activities undertaken by other partners in the consortium.]* | Fundamental Research  Industrial Research  Experimental Development  Mixed |
| Provide a clear and thorough justification of the selected research type(s) | Click or tap here to enter text. |

# 3. Type of Financial Assistance

Costs must be in line with Section 4 of the National Rules for Participation. Please tick the type of costs foreseen.

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| --- | --- | --- | --- | --- |
|  | | Choose one of the following funding modalities: | | |
| ***De minimis*** | **GBER** | **Non-State Aid** |
| Choose the type of costs accordingly: | Personnel Costs |  |  |  |
| Instruments, Specialised Equipment, and Research Consumables |  |  |  |
| Travel and Subsistence |  | NOT ELIGIBLE |  |
| Costs of IP & knowledge transfer activities |  |  |  |
| Overheads and Other Operating Expenses |  |  |  |
| Subcontracted activities *[please provide more details below]* |  |  |  |

**Please specify the Subcontracted Activities foreseen:**

Click or tap here to enter text.

# 4. Declaration for GBER applicants

## Declaration that an Undertaking is NOT an ‘Undertaking in Difficulty’

In line with Article 1(4)(c) GBER, aid under Regulation B of the National Rules for Participation – State Aid, may not be granted to undertakings in difficulty.

The definition of “undertaking in difficulty” (Article 2(18) GBER) is as follows:

1. In the case of a limited liability company (other than an SME that has been in existence for less than three years), where more than half of its subscribed share capital has disappeared as a result of accumulated losses. This is the case when deduction of accumulated losses from reserves (and all other elements generally considered as part of the own funds of the company) leads to a negative cumulative amount that exceeds half of the subscribed share capital. For the purposes of this provision, ‘limited liability company’ refers in particular to the types of company mentioned in [Annex I of Directive 2013/34/EU](https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:02014R0651-20170710#E0004), and ‘share capital’ includes, where relevant, any share premium.
2. In the case of a company where at least some members have unlimited liability for the debt of the company (other than an SME that has been in existence for less than three years), where more than half of its capital as shown in the company accounts has disappeared as a result of accumulated losses. For the purposes of this provision, ‘a company where at least some members have unlimited liability for the debt of the company’ refers in particular to the types of company mentioned in Annex II of Directive 2013/34/EU.
3. Where the undertaking is subject to collective insolvency proceedings or fulfils the criteria under its domestic law for being placed in collective insolvency proceedings at the request of its creditors.
4. Where the undertaking has received rescue aid and has not yet reimbursed the loan or terminated the guarantee or has received restructuring aid and is still subject to a restructuring plan.
5. In the case of an undertaking that is not an SME, where for the past two years:
   1. the undertaking's book debt to equity ratio has been greater than 7,5 and
   2. the undertaking's EBITDA interest coverage ratio has been below 1,0.

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| I confirm that: | |
| The Undertaking being represented in this application for aid does not fulfil the definition of an “undertaking in difficulty” set out in Article 2(18) of the General Block Exemption Regulation, as amended. Applicants must be aware that large undertakings must also abide with Article 2(18) point (e) GBER, which is not applicable to SMEs.  Furthermore, the applicant agrees to provide the required financial forms and documents as requested by the Managing Authority, in support of this Declaration, by the full proposal deadline. | **I AGREE** |

# 5. Additional Declarations

## Personal Data Protection

1. **Contact Email Address of the Data Protection Officer:** [dpo.xjenzamalta@gov.mt](mailto:dpo.xjenzamalta@gov.mt)
2. **The Legal Basis and Purpose of Processing:** The personal data collected by Xjenza Malta (hereinafter ‘the Managing Authority’) via this written application for the aid and its subsequent processing by the Managing Authority to evaluate data subject’s request for aid under the Scheme is in line with:
3. The relevant National Rules for Participation.
4. Commission Regulation (EU) No 651/2014 of 17th June 2014 declaring certain categories of aid compatible with the internal market in application of Articles 107 and 108 of the Treaty, as amended by Commission Regulation (EU) No 2017/1084 of 14 June 2017 amending Regulation (EU) No 651/2014 as regards aid for port and airport infrastructure, notification thresholds for aid for culture and heritage conservation and aid for sport and multifunctional recreational infrastructures, and regional operating aid schemes for outermost regions and amending Regulation (EU) No 702/2014 as regards the calculation of eligible costs, by Commission Regulation (EU) 2020/972 of 2 July 2020 amending Regulation (EU) No 1407/2013 as regards its prolongation and amending Regulation (EU) No 651/2014 as regards its prolongation and relevant adjustments, by Commission Regulation (EU) 2021/1237 of 23 July 2021 amending Regulation (EU) No 651/2014 declaring certain categories of aid compatible with the internal market in application of Articles 107 and 108 of the Treaty, and by Commission Regulation (EU) 2023/1315 of 23 June 2023 amending Regulation (EU) No 651/2014 declaring certain categories of aid compatible with the internal market in application of Articles 107 and 108 of the Treaty and Regulation (EU) 2022/2473 declaring certain categories of aid to undertakings active in the production, processing and marketing of fishery and aquaculture products compatible with the internal market in application of Articles 107 and 108 of the Treaty, (hereinafter referred to as the ‘General Block Exemption Regulation’), in the case of those projects submitted under Regulation B of the National Rules for Participation – State aid.
5. Commission Regulation (EU) 2023/2831 of 13 December 2023 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to de minimis aid (hereinafter referred to as the ‘de minimis Regulation’) in the case of those projects submitted under Regulation A of the National Rules for Participation – State aid.
6. Data Protection Act (CAP 586 of the Laws of Malta) and Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation).
7. The legitimate basis to process personal data submitted by the data subject by virtue of his/her written application for aid is Regulation 6 (1)(b) of the General Data Protection Regulation (“GDPR”), as *‘processing is necessary in order to take steps at the request of the data subject prior to entering into a contract’.*
8. **Data Retention Period:** The data collected by the Managing Authority as submitted by the data subject via this written application for aid will be retained for a period of ten (10) years from the date on which the aid was granted under this scheme, in line with Article 12 of the General Block Exemption Regulation (where applicable) or Article 6 of the *de minimis* Regulation (where applicable). In the case of projects which are not awarded, data collected by the Managing Authority as submitted by the data subject, shall need to be retained for the duration of the funding programme or of the programming period.
9. **Pursuant to the GDPR Regulation, you have the right to access personal data, rectify inaccurate personal data, request to erase personal data, and request the Managing Authority to restrict the processing of personal data.** To exercise such rights, you are to submit a written request to the Data Protection Officer via the contact e-mail address. Any erasing and/or rectification of personal data and/or restriction of processing as referred to above may:
   1. Render one or more cost items or the Entity ineligible for assistance under the Scheme or render void the Grant Agreement issued in favour of the Entity for assistance under the Scheme in relation to this written application for aid.
   2. Lead the Managing Authority to enforce a recovery of aid granted to the Entity as part of this written application for aid.
10. **Sharing of data where strictly necessary and required by law:** For the purpose of processing this written application for aid in line with the National Rules for Participation, the General Block Exemption Regulation or the de minimis Regulation, the Managing Authority may share the data provided via this application with other Government Entities, subject that such processing satisfies at least one of the grounds listed under Regulation of the GDPR. The use of the Scarlet Database owned by JobsPlus shall also be used to aid in the interpretation of the ‘enterprise size declaration’, the ‘undertaking in difficulty’ and the ‘de minimis declaration’ forms.
11. For the purpose of monitoring aid in line with Article 6 of the de minimis Regulation and Articles 11 and 12 of the General Block Exemption Regulation or where legally required, any data provided as part of this written application for aid may be shared with the European Commission.
12. For any individual aid award granted in line with Regulation B of the Rules for Participation - State aid that is in excess of €100,000 (or for beneficiaries active in primary agricultural production or in the fishery and aquaculture sector on each individual aid award exceeding €10,000) as part of this written application for aid, the details of the Beneficiary, the awarded aid, and the project details shall be published as provided for in Article 9 of the General Block Exemption Regulation.
13. If you feel that your data protection rights have been infringed, you have the right to lodge a complaint with the Information and Data Protection Commissioner.
14. **Authorisation to engage with the Managing Authority on matters** **related to this application**:

I the undersigned, as the legal representative of the Applicant Entity, authorise the following Legal Bodies and/or Natural Persons to act on my behalf with the Managing Authority concerning matters related to this written application for aid and any subsequent documentation exchanged between the two parties concerning the same written application for aid.

*The person giving authorisation should correspond to the data subject of personal data contained in this application as well as represent the Applicant Entity as its legal representative.*

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| --- | --- | --- |
| Name of Legal Entity | Name and Surname of Natural Person Granted Authorisation[[1]](#footnote-2) | E-Mail Address of Party Granted Authorisation[[2]](#footnote-3) |
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| --- | --- |
| Name And Surname of The Person Giving Authorisation | Click or tap here to enter text. |
| E-Mail Address of The Person Giving Authorisation | Click or tap here to enter text. |
| Signature Of Person Giving Authorisation |  |
| Designation | Click or tap here to enter text. |
| Date | Click or tap here to enter text. |

## Cumulation of Aid (where State aid rules apply)

The undersigned declares that aid approved under this incentive is in line with the terms and conditions set out in the National Rules for Participation and in line with Article 5 of Commission Regulation (EU) 2023/2831 of 13 December 2023 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to *de minimis* aid (where applicable), and Article 8 of Commission Regulation (EU) No 651/2014 of 17 June 2014 declaring certain categories of aid compatible with the internal market in application of Articles 107 and 108 of the Treaty, as amended (where applicable).

## Double Funding

The undersigned confirms that there has not been any approval or has been granted any public funding, financing or fiscal benefit in respect to the cost items included in this request for aid and will not seek funding or fiscal benefits for these cost items through other National and/or European Union measures. Such measures may include:

1. Schemes administered by Xjenza Malta, Malta Enterprise, the Planning and Priorities’ Coordination Division (PPCD), the Measure and Support Division, Jobsplus, the Energy and Water Agency, and other government-funded schemes operated by other entities (such as JAMIE financial instrument).
2. Schemes funded through Horizon 2020, Horizon Europe, ERDF, ESF and any other European Union programmes/instruments.

## Outstanding Recovery Order

The undersigned confirms that the applicant is not subject to an outstanding recovery order following a previous Commission decision declaring an aid granted by Malta illegal and incompatible with the internal market.

## Transparency Obligations

For any individual aid award in line with Regulation A of the National Rules for Participation – State aid, as of 1 January 2026, information on de minimis aid granted under this scheme shall be made publicly available in a central register.

The following information shall be made public:

1. The identification of the beneficiary,
2. The aid amount,
3. The granting date,
4. The aid instrument, and
5. The sector involved on the basis of the statistical classification of economic activities in the Union (‘NACE classification’).

For any individual aid award in line with Regulation B of the National Rules for Participation – State aid, that is in excess of EUR 100,000 (or for beneficiaries active in primary agricultural production or in the fishery and aquaculture sector, on each individual aid award exceeding €10,000), the details of the beneficiary; the aid awarded; and the project details; shall be published as provided for in Article 9 of Commission Regulation (EU) No 651/2014 of 17 June 2014 declaring certain categories of aid compatible with the internal market in application of Articles 107 and 108 of the Treaty, as amended.

By submitting this application, I hereby acknowledge that the Managing Authority shall abide by any applicable transparency rules and may publish and make available to third parties’ information as required by such rules.

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| --- | --- |
| I confirm that: | |
| The information given in this form is accurate to the best of my knowledge. I understand that if it is later established that the information is misrepresented, the application or funded project may be ineligible or terminated respectively. | **I AGREE** |
| I have read and accept the terms and conditions stipulated within the declarations above and the National Rules for Participation and confirm that I agree with the eventual publication of personal data and project proposal content information of successful applicants, including the name of the entity, project contacts, title of proposal and abstract. | **I AGREE** |
| I accept and confirm that the personal data and project/activities proposal content information can be passed on to Xjenza Malta to be used solely for the purposes of administering, processing, and review of the application. | **I AGREE** |
| I accept and confirm that the personal data and proposal content information can be passed on to third parties i.e., the Partner Organisation/s with whom I will be carrying out this project, solely for use in said project/activities, and that any misuse of the data or provision of data to parties outside this agreement will incur legal action. | **I AGREE** |
| In the case the proposal is selected for funding, the designated ‘Start of Works’ date of the project will be after the signing of the Grant Agreement. | **I AGREE** |
| I have never been found guilty by any competent Court in Malta or elsewhere of any crime[[3]](#footnote-4) and that I have never been adjudged bankrupt or insolvent by, or filed an application for insolvency before, any competent Court in Malta or elsewhere. | **I AGREE** |
| I have never been disqualified[[4]](#footnote-5) or excluded from participation in any Public Tender either by the Government of Malta or by the European Union or by any public entity in Malta. | **I AGREE** |
| I have never been disqualified[[5]](#footnote-6) or excluded from participation in any Public and/or European Union funding scheme. | **I AGREE** |

|  |  |
| --- | --- |
| Name of Legal Representative: | Click or tap here to enter text. |
| Position in Entity: | Click or tap here to enter text. |
| Contact Details: | Click or tap here to enter text. |
| Date: | Click here to enter a date. |
| Signature of Legal Representative & Entity Stamp: |  |

# Check List of Attachments

Please ensure that the following annexes are submitted with this application form, depending on the State Aid Regulation you will be following. All annexes can be downloaded from the [Xjenza Malta’s resource page](https://xjenzamalta.mt/resources-page/) and should be submitted along with this application form by the pre proposal submission deadline.

A signed copy of this **National Application form** in MS Word (.docx) and PDF formats.

Signed Declaration where State Aid is not applicable for Public Entities whose activity does not constitute an economic activity within the meaning of Article 107 TFEU (Excluding Public Research and Knowledge Dissemination Organisations).

Signed declaration where State Aid is not applicable for Public Research and Knowledge Dissemination Organisations that do not carry out an economic activity within the meaning of Article 107 TFEU.

*Curricula Vitae* of Principal Investigator and other key researchers highlighting R&I related experience.

**Please tick accordingly (applicable only for applications under the State Aid route i.e., *de minimis* or GBER):**

With this application form, I have annexed the Memorandum and Articles of Association (and any other corresponding amendments) or other constitutive document.

**Please note that other documents will need to be submitted at full proposal stage as per the National rules for participation associated with this Scheme. Additionally, other forms of documentation can be requested depending on the nature of the undertaking.**

**Entities where State Aid is not applicable should submit the following at full proposal stage:**

Budget Breakdown Form

**Entities applying for aid under Regulation A (*de minimis*) should submit the following full proposal stage:**

The *De minimis* declaration Form

Budget Breakdown Form

Audited financial statements for the last three (3) years

**Entities applying for aid under Regulation B (GBER) should submit the following full proposal stage:**

Enterprise Size Declaration Form & Undertaking in Difficulty

Declarations for Augmented Aid Intensity

Budget Breakdown Form

Audited financial statements for the last three (3) years

*\**In the case of start-ups that do not have the above documents available, please provide financial projections for three (3) years signed by an auditor (to include an income statement, a cash flow statement and a statement of financial position) at full proposal stage.

1. Leave empty if authorisation is intended for any natural person engaged with the Legal Entity. Otherwise, specify the name and surname of the person(s) working for the Legal Entity to whom the authorisation is intended. [↑](#footnote-ref-2)
2. Written communication with the Legal Entity and/or Natural Person granted authorisation via email will only be accepted via the email address specified in the table above. [↑](#footnote-ref-3)
3. *This Declaration does not extend to any traffic related offences where these have been made.* [↑](#footnote-ref-4)
4. *This Declaration does not extend to disqualification of any tender proposal due to technical reasons.* [↑](#footnote-ref-5)
5. *This Declaration does not extend to disqualification of any tender proposal due to technical reasons.* [↑](#footnote-ref-6)