

APPLICATION FORM FOR GRANT FOR PRODUCTION PLANNING TO FARMERS BASED ON THE SALE OF AGRICULTURAL PRODUCE (GRAPPA)

MINISTRY FOR AGRICULTURE, FISHERIES, FOOD AND ANIMAL RIGHTS (MAFA)

MAFA reserves the right, in particular on the basis of approval or direction by the European Commission, to amend from time to time certain provisions established in the respective Guidance Notes and their application form.

Such amendments may become applicable and enforced retrospectively.

The English version will be the legally binding text.

MAFA also reserves the right to request additional information not included in the Guidance Notes and/or this application form.

Instructions

Applicants are reminded to check that they have referred to the latest Guidance Notes as available on the website, and that they have filled in the latest available version of the application form that is available for download from the website. Only the latest version available at the time of application will be accepted.

Prospective applicants should thoroughly read the accompanying guidelines before filling the application.

- The information provided in the application form will be used to check for the eligibility of the applicant to receive the grant
- Applicants are to check that **all** necessary documentation is submitted together with the completed application form.
- All declarations and references will need to be backed up by supporting documentation (refer to section 5 of the application)
- MAFA may request additional supporting documentation following submission of the application.
- If there is insufficient space to answer any question, please continue on a separate sheet and attach this to your application form.

Completed applications should be handed in at the Customer Care Office, Malta Food Agency, Pitkali Markets, Ta Qali limits of Attard or the Government Experimental Farm, Mgarr Road, Xewkija, Gozo from Monday to Friday between 7.30hrs till 13:00hrs.

Section 1: Details of the applicant

Q1.1: The Applicant

- Farmer
- Legal Entity

Q1.2: Applicant's information

If you are a natural person, please fill in this section; if you are a legal entity kindly fill in section Q1.3.

Details of the natural person applying for the grant

Title: (Mr/Mrs/Miss/other please state)	
First Name and Surname	
Date of Birth	
Address	
ID Card/Passport Number	
Fixed Line Telephone Number	
Mobile Telephone Number	
E-mail Address (if available)	
VAT Number (if applicable)	

Q1.3: Details of the legal entity applying for the grant (e.g. companies or partnerships)

Name of entity	
Person responsible for this application	
ID Card/Passport Number	
Address	
Fixed Line Telephone Number	
Company Registration Number	
VAT number	
Email Address	
Website address (if applicable)	

Section 2: State Aid Declaration (De Minimis)

If the submitted application is approved, the applicant will benefit from *De Minimis* State aid in line with Commission Regulation (EU) No 1408/2013 of 18 December 2013 (as amended by Commission Regulation (EU) 2019/316 of 21 February 2019) on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to *De Minimis* aid in the agriculture sector.

Commission Regulation (EU) No 1408/2013 (as amended by Commission Regulation (EU) 2019/316 of 21 February 2019) allows a 'single undertaking' active in the agriculture sector to receive an aggregate maximum amount of *De Minimis* aid of EUR 20,000 under all *De Minimis* aid measures, over a period of three 'fiscal years'. For the purpose of this declaration the term 'single undertaking' shall have the meaning as established in Commission Regulation (EU) No 1408/2013 (as amended by Commission Regulation (EU) 2019/316 of 21 February 2019). Moreover 'fiscal year' means the fiscal year as used for tax purposes by the undertaking concerned.

This maximum threshold would include all State aid granted under this scheme and any other State aid measure granted under the *De Minimis* rule. Any *De Minimis* aid received in excess of the established threshold will have to be recovered, with interest, from the undertaking receiving the aid.

The following is an indicative list of the possible forms of State aid:

- Grants from public bodies
- Loans or loan guarantees at favorable rates
- Tax benefits
- Waiving or deferral of fees or interest normally due
- Marketing and advertising assistance
- Consultancy, training and other support provided either free or at a reduced rate
- Aid for investment in environmental projects or research and development assistance
- Purchase, rent or lease of immovable property at less than market rate.

Potentially any assistance from a public body may constitute State aid. Should you have any doubts whether any public assistance received is *De Minimis* aid, you should contact the agency or department from which the assistance was received in order to ascertain this.

Declaration:

I declare that a comprehensive amount of *De Minimis* aid received to date during the current fiscal year and the previous two fiscal years is:

Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	TOTAL
€	€	€	€

A breakdown of the source, type and amount of all *de minimis* aid received as well as that applied for from any State aid grantor, is presented below.

Business Undertaking (Full Legal Name)

VAT Registration Number

Name and Surname (BLOCK CAPITALS)

Position in Establishment

Signature

Date

Detailed information concerning applicable state aid under the *De Minimis* rule:

(Note: Information should include both State aid received as well as applications for *De Minimis* State aid still pending approval by potential grantors)

Date	Source/Grantor	Type of State Aid	Amount in €
<i>Ex:12/01/2019</i>	<i>Ex: ARPA</i>	<i>Ex: Storm Damages Scheme</i>	<i>Ex: €1,000</i>

N.B: The State Aid Declaration (De Minimis) table above should be filled in by all applicants even when the aid received is Nil.

Section 3: Data Protection

Personal data transmitted to the MAFA within the scope of implementation of this Scheme is processed, in accordance with the General Data Protection Regulation (GDPR) EU regulation no 2016/679 by MAFA and by other stakeholders and competent authorities mandated to implement, disseminate, monitor, evaluate, execute payments, control and audit the scheme. This personal data may also be used for the purpose of promoting the Scheme and conferences or other events related to the Scheme.

I hereby confirm that I agree to the above text

Name in Block Letters:	
Signature of applicant or legal representative:	
Date:	

Section 4: Declaration

As applicant of this scheme:

- I confirm interest in benefitting from grant to implement a production plan.
- I certify that the entries in this form and any other attachments enclosed are, to the best of my knowledge and belief, correct.
- I can confirm that I am not aware of any reason why the request for grant may not proceed or be delayed other than those reasons declared and the commitment can be made within the timescales indicated. I hence understand the risks, including those of penalties up to 100% or exclusions, for not complying with the obligations of the scheme.
- I confirm that access will be allowed to the land parcels included in the production plan, to any authorised person for the purpose of carrying out an inspection in order to verify compliance and the accuracy of the information in this application.
- I confirm that should I benefit from the grant under this Scheme, I will respect all the terms and conditions stipulated in this application and the accompanying guidance notes. Should I fail to do so, I will not receive the grant.
- I am fully aware of the obligations, sanctions, reductions and conditions related to these grants.
- I confirm that I have submitted electronically a production plan in line with S.L. 546.66 submitted through a recognised Farm Advisory Service as indicated by the Agriculture Directorate.
- I confirm that I commit to implement the production plan submitted electronically through a recognised Farm Advisory Service as indicated by the Agriculture Directorate.
- I confirm that I will access the Food Production Planning System and review the production plan at least once during the year and make changes to the production plan where necessary.
- I commit to notify MAFA about any changes to the production plan before they are implemented.
- I authorise the MAFA to collect and take over the unsold produce from the Pitkali Markets and dispose of it as determined by MAFA with the aim to reduce food waste.
- I will provide any further information as may be required by relevant stakeholders that may undertake audit checks and controls.
- I understand that if the application is not complete with all relevant and required detail, it may be rejected.
- I understand that I will have an obligation to participate in surveys, research, publicity etc. as requested by MAFA.

Name in Block Letters:	
Signature of applicant:	
Date:	

Section 5: Supporting Documentation

Q7.1 Supporting documentation required with regard to the applicant:

Original Signed Application form, <u>with all annexes bound</u> including all necessary supporting documentation (Obligatory at application stage)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Copy of ID Card of Applicant. (Obligatory at application stage)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Copy of the Pitkali Market Registration Document	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Copy of VAT registration certificate. (Applicable for self Employed) (Required at application Stage where applicable if applicant possesses a VAT number.)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A ¹ <input type="checkbox"/>

¹ N/A in this Table refers to Not Applicable

Failure to submit a VAT certificate would be construed as a tacit declaration by the applicant as not holding a VAT certificate.			
Current Memorandum of Association (applicable only to legal entities), or partnership deed. (Partnership deed is applicable for applicants in a partnership agreement).	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Power of Attorney indicating the person responsible for the application (applicable only to Legal Entities) (Obligatory at application stage)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Signed Section 2 of the Application – State Aid Declaration (De Minimis) (Obligatory at application stage)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Signed Section 3 of the Application – Data Protection (Obligatory at application stage)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Signed section 4 of the of the Application – Declaration (Obligatory at application stage)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
All Sections of the Application have been filled in. (Obligatory at application stage)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Production plan in line with S.L. 546.66 submitted electronically through a recognised Farm Advisory Service as indicated by the Agriculture Directorate.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	

