



Connecting Europe Facility 2014-2020

TRANSPORT CALLS FOR PROPOSALS 2014

APPLICATION FORM

PART B

Administrative information

Title of the proposed action

TENtec number

ADMINISTRATIVE INFORMATION ON APPLICANTS

1. LEGAL ENTITY

All applicants (except Member States, Regions or Provinces of the European Union, and neighbouring / third countries), and all entities designated as affiliated entities (see definition in the Guide for Applicants) need to provide a Legal Entities form, which can be downloaded in all EU languages at:

http://ec.europa.eu/budget/contracts_grants/info_contracts/legal_entities/legal_entities_en.cfm.

Please attach this form to the proposal, along with additional documents referred to in the Legal Entity form.

2. GROUNDS FOR EXCLUSION

All applicants (except Member States, Regions and Provinces of the European Union, and neighbouring / third countries) and their designated affiliated entities must fill in and sign the declaration form respectively in Annex B-I and Annex B-II.

3. REQUIREMENTS ON THE FINANCIAL AND OPERATIONAL CAPACITY OF THE APPLICANT

For single-applicant proposals, please select the Legal Status of the applicant (for definitions, see the Guide for Applicants):

- (1) Member State
- (2) Neighbouring / third country
- (3) Public undertaking or body established in the EU
- (4) Private undertaking or body established in the EU
- (5) Public entity established outside the EU
- (6) Private entity established outside the EU
- (7) International organisation¹
- (8) European Economic Interest Grouping (EEIG)
- (9) Joint undertaking

For the definition of a public entity in the context of CEF, please refer to the Guide for Applicants.

Applicants falling within the scope of categories (1),(2), (3) or (8, which are 100% owned by public body(ies)) do not need to provide supporting documents regarding their financial and operational capacity.

Applicants falling within the scope of the other categories are requested to provide the following supporting documents:

- a) Regarding their financial capacity:
 - The financial capacity check form as provided in Annex III duly filled in, AND
 - Financial statements (i.e. balance sheet, income statement and cash flow statement) for the last two financial years for which the accounts were closed, OR
 - A letter of support in case the applicant has not been operating for two years.
- b) Regarding their operational capacity:
 - Appropriate documents attesting that capacity (e.g. organisations' activity report, proof of the experience in carrying out infrastructure actions).

All required supporting documents must be attached to the application submitted both on paper and electronically via the TENtec e-Submission module.

¹ According to article 43 (1) of the Commission Delegated Regulation (EU) No 1268/2012 (on the rules of application of Regulation (EU, Euratom) No 966/2012 of the European Parliament and of the Council on the financial rules applicable to the general budget of the Union), international organisations are: (a) international public sector organisations set up by intergovernmental agreements, and specialised agencies set up by such organisations; (b) the International Committee of the Red Cross (ICRC);(c) the International Federation of National Red Cross and Red Crescent Societies; (d) other non-profit organisations assimilated to international organisations by a Commission decision.

For multi-applicants proposals, complete the table below.

Applicant name	Applicant Legal Status (To be chosen among the categories (1) to (9) listed above)	Does this applicant need to provide proof of financial/operational capacity (see exceptions above)? (Yes/No)	Supporting documentation provided? (Yes/No)	
			Financial capacity	Operational capacity

In case one or more required supporting documents are not submitted, please explain:

Designated affiliated entities

Designated affiliated entities shall certify that they have the financial and operational capacity to carry-out the proposed Action by filling in and signing Annex B-II to the application form part B.

The financial and operational capacity will need to be demonstrated in case the proposal is selected for funding. Should it be not satisfactory, the affiliated entity concerned may not be included in the grant agreement.

Applicant(s)	Designated affiliated entity(ies)

ANNEX B-I

DECLARATION FORM OF PUBLIC OR PRIVATE UNDERTAKINGS OR BODIES APPLYING FOR EU FINANCIAL AID

In accordance with Article 131 of Regulation (EU, EURATOM) No 966/2012² on the applications for grants, and in accordance with Commission delegated Regulation No 1268/2012³, 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 its affairs administered by the courts, it is not entered into an arrangement with creditors, it has not suspended business activities, is subject of proceedings concerning those matters, and it is not in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
 - b) it or persons having powers of representation, decision making or control over it, has/have not been convicted of an offence concerning its/their professional conduct by a judgment of a competent authority of a Member State 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 including by decisions of the EIB and international organisations;
 - 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 action is to be executed;
 - e) it or persons having powers of representation, decision making or control over it, has/have 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 Union's financial interests;

The cases referred to in point e) cover:

- i) cases of fraud as referred to in Article 1 of the Convention on the protection of the European Communities' financial interests established by the Council Act of 26 July 1995⁴;
 - ii) cases of corruption as referred to in Article 3 of the Convention on the fight against corruption involving officials of the European Communities or officials of Member States of the European Union, established by the Council Act of 26 May 1997⁵;
 - iii) cases of participation in a criminal organisation, as defined in Article 2(1) of Joint Action 98/733/JHA of the Council⁶;
 - iv) cases of money laundering as defined in Article 1 of Council Directive 91/308/EEC⁷.
- f) it is currently not subject to an administrative penalty referred to in Art: 109 of Regulation No 966/2012;
- 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 Articles 143 and 197 of Commission delegated Regulation No 1268/2012 at the request of the European Commission, failing which the grant may not be awarded in accordance with Article 131 of Regulation No 966/2012;

² Regulation (EU, EURATOM) No 966/2012 of the European Parliament and of the Council of 25 October 2012 on the financial rules applicable to the general budget of the Union and repealing Council Regulation (EC, Euratom) No 1605/2002 (OJ L 298, 26.10.2012, p.1)

³ Commission delegated Regulation (EU) No 1268/2012 of 29 October 2012 on the rules of application of Regulation (EU, EURATOM) No 966/2012 of the European Parliament and of the Council on the financial rules applicable to the general budget of the Union (OJ L 362, 31.12.2013, p.1)

⁴ OJ C 316, 27.11.1995, p. 48.

⁵ OJ C 195, 25.6.1997, p. 1.

⁶ OJ L 351, 29.12.1998, p. 1. Joint action of 21 December 1998 on making it a criminal offence to participate in a criminal organisation in the Member States of the European Union.

⁷ OJ L 309, 25.11.2005, p. 15-36. Directive 2005/60/EC of the European Parliament and of the Council of 26 October 2005 on the prevention of the use of the financial system for the purpose of money laundering and terrorist financing (Text with EEA relevance).

- III. that this application for funding is not the subject of any other application for funding under the EU budget.
- IV. If applicable (in case the applicant is a private body or undertaking): In accordance with Article 196 of Commission delegated Regulation No 1268/2012, I declare on my honour that the private body or undertaking I am representing has the financial and operational capacity to complete the action proposed in this application.

Done in: _____ on _____
Name: _____
Function: _____
Name and address of the body or undertaking: _____

Signature: _____

ANNEX B-II

DECLARATION FORM OF AFFILIATED ENTITIES DESIGNATED BY UNDERTAKINGS OR BODIES APPLYING FOR EU FINANCIAL AID

In accordance with Articles 122(2) and 131 of Regulation (EU, EURATOM) No 966/2012⁸, and in accordance with Commission Regulation No 1268/2012⁹, I declare on my honour:

- I. that the body or undertaking I am representing is affiliated to the following undertaking or body applying for EU financial aid: ("the applicant") in the meaning of Article 122(2) of Regulation (EU, EURATOM) No 966/2012, and

that the body or undertaking I am representing undertakes to provide, as soon as possible, the necessary supporting documents that may be requested by the European Commission to prove the link it has with the applicant, failing which it may not be considered an affiliated entity should the application be retained for funding.

- II. 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 its affairs administered by the courts, it is not entered into an arrangement with creditors, it has not suspended business activities, is subject of proceedings concerning those matters, and it is not in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- b) it or persons having powers of representation, decision making or control over it, has/have not been convicted of an offence concerning its/their professional conduct by a judgment of a competent authority of a Member State 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 including by decisions of the EIB and international organisations;
- 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 action is to be executed;
- e) it or persons having powers of representation, decision making or control over it, has/have 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 Union's financial interests;

The cases referred to in point e) cover:

- i) cases of fraud as referred to in Article 1 of the Convention on the protection of the European Communities' financial interests established by the Council Act of 26 July 1995¹⁰;
- ii) cases of corruption as referred to in Article 3 of the Convention on the fight against corruption involving officials of the European Communities or officials of Member States of the European Union, established by the Council Act of 26 May 1997¹¹;
- iii) cases of participation in a criminal organisation, as defined in Article 2(1) of Joint Action 98/733/JHA of the Council¹²;
- iv) cases of money laundering as defined in Article 1 of Council Directive 91/308/EEC¹³.

⁸ Regulation (EU, EURATOM) No 966/2012 of the European Parliament and of the Council of 25 October 2012 on the financial rules applicable to the general budget of the Union and repealing Council Regulation (EC, Euratom) No 1605/2002 (OJ L 298, 26.10.2012, p.1)

⁹ Commission delegated Regulation (EU) No 1268/2012 of 29 October 2012 on the rules of application of Regulation (EU, EURATOM) No 966/2012 of the European Parliament and of the Council on the financial rules applicable to the general budget of the Union (OJ L 362, 31.12.2013, p.1)

¹⁰ OJ C 316, 27.11.1995, p. 48.

¹¹ OJ C 195, 25.6.1997, p. 1.

¹² OJ L 351, 29.12.1998, p. 1. Joint action of 21 December 1998 on making it a criminal offence to participate in a criminal organisation in the Member States of the European Union.

- f) it is currently not subject to an administrative penalty referred to in Art: 109 of Regulation No 966/2012;
- 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;

- III. that the body or undertaking I am representing undertakes to provide, as soon as possible, the documents referred to in Articles 143 and 197 of Commission delegated Regulation No 1268/2012 at the request of the European Commission, failing which it may not be considered as affiliated entity in the grant Decision and may not receive EU financial aid in accordance with Article 131 of Regulation No 966/2012;
- IV. that the body or undertaking I am representing does and will not receive any other EU financial aid for the Action subject to this application for funding under the EU budget;
- V. (if applicable - in case the designated affiliated entity is a private body or undertaking): In accordance with Article 196 of Commission delegated Regulation No 1268/2012, I declare on my honour that the body or undertaking I am representing has the financial and operational capacity to complete the action proposed in this application and undertakes to provide any supporting documents the European Commission will require in this respect should this application be retained for funding.

Done in: _____ on _____
Name: _____
Function: _____
Name and address of the body or undertaking: _____

Signature: _____

¹³ OJ L 309, 25.11.2005, p. 15-36. Directive 2005/60/EC of the European Parliament and of the Council of 26 October 2005 on the prevention of the use of the financial system for the purpose of money laundering and terrorist financing (Text with EEA relevance).

ANNEX B-III

FINANCIAL CAPACITY CHECK

The form for the financial capacity check is available here:

http://inea.ec.europa.eu/en/cef/cef_transport/apply_for_funding/cef_transport_call_for_proposals_2014.htm

If applicable (see point 2 in the section on 'Administrative Information on applicants'), download the form, fill it in and upload it in TENtec eSubmission module in Excel format with the related supporting documents.