



Just Transition Mechanism (JTM)

Application Form

Administrative Forms (Part A)

Technical Description (Part B)

(JTM Standard)

Version 2.0
01 June 2022

Disclaimer

This document is aimed at informing applicants for EU funding. It serves only as an example. The actual web forms and templates are provided in the Funding & Tenders Portal Submission System (and may contain certain differences). The applications (including annexes and supporting documents) must be prepared and submitted online via the Portal.



IMPORTANT NOTICE

What is the Application Form?

The Application Form is the template for EU grants applications; it must be submitted via the EU Funding & Tenders Portal before the call deadline.

The Form consists of 2 parts:

- Part A contains structured administrative information
- Part B is a narrative technical description of the project.

Part A is generated by the IT system. It is based on the information which you enter into the Portal Submission System screens.

Part B needs to be uploaded as PDF (+ annexes) in the Submission System. The templates to use are available there.

How to prepare and submit it?

The Application Form must be prepared by the consortium and submitted by a representative. Once submitted, you will receive a confirmation.

Character and page limits:

- page limit normally **100** pages (unless otherwise provided in the Call document)
- supporting documents can be provided as an annex and do not count towards the page limit
- minimum font size — Arial 9 points
- page size: A4
- margins (top, bottom, left and right): at least 15 mm (not including headers & footers).

Please abide by the formatting rules. They are NOT a target! Keep your text as concise as possible. Do not use hyperlinks to show information that is an essential part of your application.

 If you attempt to upload an application that exceeds the specified limit, you will receive an automatic warning asking you to shorten and re-upload your application. For applications that are not shortened, the excess pages will be made invisible and thus disregarded by the evaluators.

 **Please do NOT delete any instructions in the document. The overall page limit has been raised to ensure equal treatment of all applicants.**

 **This document is tagged. Be careful not to delete the tags; they are needed for the processing.**

ADMINISTRATIVE FORMS (PART A)

Part A of the Application Form must be filled out directly in the Portal Submission System screens.

Call:
()

Topic:

Type of Action:
()

Proposal number:

Proposal acronym:

Type of Model Grant Agreement:

Table of contents

Section	Title	Action
1	General information	
2	Participants	
3	Budget	
4	Other questions	

How to fill in the forms

The administrative forms must be filled in for each proposal using the templates available in the submission system. Some data fields in the administrative forms are pre-filled based on the steps in the submission wizard.

Application forms

Proposal ID

Acronym

1 - General information

Field(s) marked * are mandatory to fill.

Topic

Type of Action

Call

Type of Model Grant Agreement

Acronym

Proposal title *Max 200 characters (with spaces). Must be understandable for non-specialists in your field.*

Note that for technical reasons, the following characters are not accepted in the Proposal Title and will be removed: < > " &

Duration in months *Estimated duration of the project in full months.*

Fixed keyword 1

Add

Free keywords *Enter any words you think give extra detail of the scope of your proposal (max 200 characters with spaces).*

Abstract

Remaining characters

2000

Has this proposal (or a very similar one) been submitted in the past 2 years in response to a call for proposals under any EU programme, including the current call?

☐

Yes

☐

No

Please give the proposal reference or contract number.

Previously submitted proposals should be with either 6 or 9 digits.

Remove

Application forms

Proposal ID

Acronym

Declarations

Field(s) marked * are mandatory to fill.

- 1) We declare to have the explicit consent of all applicants on their participation and on the content of this proposal. * ☐
- 2) We confirm that the information contained in this proposal is correct and complete and that none of the project activities have started before the proposal was submitted (unless explicitly authorised in the call conditions). * ☐
- 3) We declare:
- to be fully compliant with the eligibility criteria set out in the call ☐
 - not to be subject to any exclusion grounds under the [EU Financial Regulation 2018/1046](#)
 - to have the financial and operational capacity to carry out the proposed project. *
- 4) We acknowledge that all communication will be made through the Funding & Tenders Portal electronic exchange system and that access and use of this system is subject to the [Funding & Tenders Portal Terms and Conditions](#). * ☐
- 5) We have read, understood and accepted the [Funding & Tenders Portal Terms & Conditions](#) and [Privacy Statement](#) that set out the conditions of use of the Portal and the scope, purposes, retention periods, etc. for the processing of personal data of all data subjects whose data we communicate for the purpose of the application, evaluation, award and subsequent management of our grant, prizes and contracts (including financial transactions and audits). * ☐
- 6) For Lump Sum Grants with a detailed budget table: We understand and accept that EU lump sum grants must be reliable proxies for the actual costs of a project and confirm that the detailed budget for the proposal has been established in accordance with our usual cost accounting practices and in compliance with the basic eligibility conditions for EU actual cost grants (see [AGA — Annotated Grant Agreement, art 6](#)) and exclude costs that are ineligible under the Programme. Purchases and subcontracting costs must be done taking into account best value for money and must be free of conflict of interest. ☐

The coordinator is only responsible for the information relating to their own organization. Each applicant remains responsible for the information declared for their organization. If the proposal is retained for EU funding, they will all be required to sign a declaration of honour.

False statements or incorrect information may lead to administrative sanctions under the EU Financial Regulation.

Application forms

Proposal ID

Acronym

2 - Participants

List of participating organisations

#	Participating Organisation Legal Name	Country	Action
1			

Application forms

Proposal ID

Acronym **Acronym is mandatory**

Organization data

PIC	Legal name
Short name:	
Address	
Street	
Town	
Postcode	
Country	
Webpage	
Specific Legal Statuses	
Legal person	unknown
Public body	unknown
Non-profit	unknown
International organisation	unknown
Secondary or Higher education establishment	unknown
Research organisation	unknown
SME Data	
Based on the below details from the Participant Registry the organisation is unknown (small- and medium-sized enterprise) for the call.	
SME self-declared status.....	unknown
SME self-assessment	unknown
SME validation sme	unknown

Application forms

Proposal ID

Acronym **Acronym is mandatory**

Departments carrying out the proposed work

Department 1

Department name *Name of the department/institute carrying out the work.*

☐ not applicable

☐ Same as proposing organisation's address

Street *Please enter street name and number.*

Town *Please enter the name of the town.*

Postcode *Area code.*

Country *Please select a country*

Links with other participants

Type of link	Participant

Application forms

Proposal ID

Acronym **Acronym is mandatory**

Main contact person

The name and e-mail of contact persons are read-only in the administrative form, only additional details can be edited here. To give access rights and basic contact details of contact persons, please go back to step - Manage your related parties of the submission wizard and save the changes.

Title _____

Gender ☐ Woman ☐ Man ☐ Non Binary

First name

Last name

E-Mail

Position in org. Please indicate the position of the person.

Department Name of the department/institute carrying out the work.

☐ Same as organisation name

☐ Same as proposing organisation's address

Street Please enter street name and number.

Town Please enter the name of the town. Post code Area code.

Country Please select a country

Website Please enter website

Phone +xxx xxxxxxxxx Phone 2 +xxx xxxxxxxxx

Other contact persons

First Name	Last Name	E-mail	Phone
			+xxx xxxxxxxxx

Application forms

Proposal ID

Acronym **Acronym is mandatory**

3 - Budget

No	Name of Beneficiary	Country	Requested grant amount
1			0.00
	Total		0.00

Application forms

Proposal ID

Acronym

4 - Other questions

In which Member State(s) and/or associated countries will the project be implemented?

GHG Emission

Absolute GHG emission avoidance (in tCO₂e) 0

Result of the GHG emission avoidance calculation. Explanation is provided in application form part B question 2.1

Relative GHG emission avoidance (as a %) 0.00

Result of the GHG emission avoidance calculation. Explanation is provided in application form part B question 2.2

Cost efficiency

Cost efficiency ratio 0.00

Result of the calculation of the cost efficiency ratio. Explanation is provided in application form part B question 6

Validation result

Show Error

The red 'Show Error' button indicates an error due to a missing or incorrect value related to the call eligibility criteria. The submission of the proposal **will be blocked** unless that specific field is corrected!

Show Warning

The yellow 'Show Warning' button indicates a warning due to a missing or incorrect value related to the call eligibility criteria. The submission of the proposal **will not be blocked** (proposal will be submitted with the missing or incorrect value).

Section

Description

The form has not yet been validated, click "Validate Form" to do so!

TECHNICAL DESCRIPTION (PART B)**COVER PAGE**

Part B of the Application Form must be downloaded from the Portal Submission System, completed and then assembled and re-uploaded as PDF in the system. Page 1 with the grey IMPORTANT NOTICE box should be deleted before uploading.

Note: Please read carefully the conditions set out in the Call document (for open calls: published on the Portal). Pay particular attention to the award criteria; they explain how the application will be evaluated.

PROJECT	
Project name:	[project title]
Project acronym:	[acronym]
Coordinator contact:	[name NAME], [organisation name]

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#@APP-FORM-JTM@#

#@PRJ-SUM-PS@# [This document is tagged. Do not delete the tags; they are needed for the processing.]

PROJECT SUMMARY**Project summary**

See Abstract (Application Form Part A).

#\$PRJ-SUM-PS\$# #@REL-EVA-RE@# #@PRJ-OBJ-PO@#

1. RELEVANCE AND IMPACT**1.1 Background and general objectives***[OPTION for Standalone Projects:***Background and general objectives***Describe the background and rationale of the project and how the project is relevant to and consistent with the general objectives of the call and the priorities laid down in the relevant Territorial Just Transition Plan.**Which territory(ies) and sector and thematic area identified in an adopted Territorial Just Transition Plan benefit from the project? Is this territory a less developed region? What is the project's contribution to the climate transition objectives? How does the project contribute to the overall objective of promoting regional and territorial convergence?*

Insert text

Identify the Territorial Just Transition Plan in respect of which you submit a proposal (Name / Member State date of adoption).

Insert text

*[OPTION for Framework Loans:***Background and general objectives***Describe the background and rationale of the project (e.g. overall objectives of the set of projects funded under the EIB framework loan, target activities, target groups, target location, etc).**How is the set of projects relevant to and consistent with the general objectives of the call and the priorities laid down in the relevant Territorial Just Transition Plan.**Which territory(ies) and sector and thematic area identified in an adopted Territorial Just Transition Plan benefit from the set of projects? Is this territory a less developed region? What is the set of projects' contribution to the climate transition objectives? How does the set of projects contribute to the overall objective of promoting regional and territorial convergence?**For framework loans with financial support to third parties, separate the part of the funding cascaded down through the financial support and the part you will implement directly (if applicable).*

Insert text

Identify the Territorial Just Transition Plan in respect of which you submit a proposal (Name / Member State Date of adoption).

Insert text

1.2 Needs analysis and specific objectives

Needs analysis and specific objectives

Describe how the objectives of the project are based on a sound needs analysis in line with the specific objectives of the call and the priorities described in the relevant Territorial Just Transition Plan(s).

Outline the current situation and describe in detail how the project contributes to meeting the development needs of the territories identified in the Territorial Just Transition Plans caused by the climate transition objectives.

The objectives should be clear, measurable, realistic and achievable within the duration of the action. For each objective, define appropriate indicators for measuring achievement (including a unit of measurement, baseline value and target value).

Insert text

#SPRJ-OBJ-POS# #@COM-PLE-CP@#

1.3 Complementarity with other actions and innovation

Complementarity with other actions and innovation

Explain how the project builds on the results of past activities carried out in the field and describe its innovative aspects. Explain how the activities are complementary to other activities carried out by other organisations.

Illustrate the European dimension of the activities: possibility to use the results in other countries, potential to develop mutual trust/cross-border cooperation among EU countries, etc.

Which countries will benefit from the project (directly and indirectly)?

Does the project complement activities supported under the other two pillars of the Just Transition Mechanism (Just Transition Fund and Just Transition Scheme under InvestEU)?

Insert text

#SCOM-PLE-CP\$# #@IMP-ACT-IA@#

1.4 Impact and ambition

Impact and ambition

Describe in detail the impact of the project in addressing the social, economic and environmental challenges deriving from the climate transition objectives. Include output indicators to measure the impact in addressing these challenges.

Does the it aim to trigger change/innovation? If so, describe them and the degree of ambition (progress beyond the status quo).

Insert text

Environmental impact

Describe the measures proposed to reduce the environmental impact of your project, for example through the use of green procurement, environmental management systems, etc.

Insert text

Gender equality, non-discrimination and accessibility

What is the project's impact on gender equality and how does it approach this issue?

How does the project help to fill gender gaps that may be linked to the just transition? How will the activities contribute to improve the situation? How will the activities contribute to the promotion and advancement of gender equality and non-discrimination mainstreaming?

Explain how you will ensure to avoid any discrimination based on gender racial or ethnic origin, religion or belief, disability, age or sexual orientation throughout the implementation of the project and how, when relevant, you will ensure accessibility for persons with disabilities.

Insert text

#\$IMP-ACT-IA\$# #SREL-EVA-RES# #@QUA-LIT-QL@# #@CON-MET-CM@#

2. QUALITY

2.1 Concept and methodology

Concept and methodology

Outline the approach and methodology behind the project. Explain why they are the most suitable for achieving the project's objectives.

Insert text

#\$CON-MET-CM\$# #@MAT-URI-MU@#

2.2 Readiness and technical maturity

Readiness and technical maturity (n/a for Framework Loans)

Provide information about the readiness and technical maturity of the project.

Describe how the project is in a mature stage of preparation, i.e. has the necessary permits to build and operate infrastructure (if any) (e.g., building permits, grid connection permits, access to and use of land, etc).

Insert text

Are there still any permits or licenses missing?

[YES] [NO]

If YES, please explain which permits are missing, why and the planned timeframe for entry into operation.

2.3 Financial maturity

Financial maturity

Describe the availability of funds for the project over its lifecycle. Distinguish between your own resources, third party resources and other forms of funding of the project. In particular, describe the amount of the loan requested from the EIB or the financial intermediary, the amount of the grant requested (which should equal to 15% of the loan (or 25% if the project is located in a less developed region)) and the amounts and sources of third party financing.

Provide details on revenues and other sources of financing needed to complement the JTM PSLF grant and the degree of confidence in those financial commitments.

For own resources, indicate whether these are already approved internally and put aside for the project, or what conditions need to be lifted to reach approval. Explain the degree of confidence (and why) that these conditions will be lifted. Give details on the planning/timing for the final investment decision.

For resources contributed by third parties, including the loan secured from the EIB or financial intermediary, describe

the amounts expected, their nature (external equity, debt or other grants). Indicate when approval is expected and explain the degree of confidence (and why) of getting such approval. Indicate if the approval necessitates a due-diligence process and, if yes, describe its scope. For debt instruments, explain if you (or your partners or associated companies) provide guarantees of repayment, irrespective of the financial performance of the project. Explain the debt structure (layers and their respective seniority) as necessary. Explain what the alternatives are, if a specific source of financing turns out to be not available.

Insert text

#\$MAT-URI-MU\$# #@CON-SOR-CS@#

2.4 Consortium set-up

Consortium cooperation and division of roles (if applicable)

Describe the participants (Beneficiaries, Affiliated Entities and Associated Partners, if any) and explain how they will work together to implement the project. How will they bring together the necessary expertise? How will they complement each other?

In what way does each of the participants contribute to the project? Show that each has a valid role and adequate resources to fulfil that role.

Note: When building your consortium you should think of organisations that can help you reach objectives and solve problems.

Insert text

2.5 Project teams, staff and experts

Project teams and staff

Describe the project teams and how they will work together to implement the project.

List the staff included in the project budget (budget category A) by function/profile (e.g. project manager, senior expert/advisor/researcher, junior expert/advisor/researcher, trainers/teachers, technical personnel, administrative personnel etc and describe briefly their tasks. Provide CVs of all key actors (if required).

Name and function	Organisation	Role/tasks/professional profile and expertise

Outside resources (subcontracting, seconded staff, etc)

If you do not have all skills/resources in-house, describe how you intend to get them (contributions of members, partner organisations, subcontracting, etc).

If there is subcontracting, please also complete the table in section 4.

Insert text

2.6 Consortium management and decision-making

Consortium management and decision-making (if applicable)

Explain the management structures and decision-making mechanisms within the consortium. Describe how decisions will be taken and how regular and effective communication will be ensured. Describe methods to ensure planning and control.

Note: The concept (including organisational structure and decision-making mechanisms) must be adapted to the complexity and scale of the project.

Insert text

#\$CON-SOR-CS\$# #@PRJ-MGT-PM@#

2.7 Project management, quality assurance and monitoring and evaluation strategy

Project management, quality assurance and monitoring and evaluation strategy

Describe the measures planned to ensure that the project implementation is of high quality and completed in time.

Describe the methods to ensure good quality, monitoring, planning and control.

Describe the evaluation methods and indicators (quantitative and qualitative) to monitor and verify the outreach and coverage of the activities and results. The indicators proposed to measure progress should be relevant, realistic and measurable.

Insert text

#\$PRJ-MGT-PM\$# #@FIN-MGT-FM@#

2.8 Cost effectiveness and financial management

Cost effectiveness and financial management

Describe the measures adopted to ensure that the proposed results and objectives will be achieved in the most cost-effective way.

⚠️ Do NOT compare and justify the costs of the work package, but summarize briefly why your budget is cost effective.

Insert text

#\$FIN-MGT-FM\$# #@RSK-MGT-RM@#

2.9 Risk management

Critical risks and risk management strategy

Describe critical risks, uncertainties or difficulties related to the implementation of your project, and your measures/strategy for addressing them.

Indicate for each risk (in the description) the impact and the likelihood that the risk will materialise (high, medium, low), even after taking into account the mitigating measures.

Note: Uncertainties and unexpected events occur in all organisations, even if very well-run. The risk analysis will help you to predict issues that could delay or hinder project activities. A good risk management strategy is essential for good project management.

Risk No	Description	Work package No	Proposed risk-mitigation measures

#SRK-MGT-RM\$# #@COM-DIS-VIS-CDV@#

2.10 Communication, dissemination and visibility

Communication, dissemination and visibility of funding

Describe the dissemination and communication activities which are planned in order to promote the activities/results and maximise the impact (to whom, which format, how many, etc.). Clarify how you will reach the target groups, relevant stakeholders, policymakers and the general public and explain the choice of the dissemination channels.

Describe how visibility EU funding will be ensured (e.g. billboards, reports, websites, brochures, information leaflets, reports, factsheets, newsletters, press articles, presentations, etc.).

Insert text

#SCOM-DIS-VIS-CDV\$# #@SUS-CON-SC@#

2.11 Sustainability and continuation

Sustainability, long-term impact and continuation (if relevant)

Describe the follow-up of the project after the EU funding ends. How will the project impact be ensured and sustained?

What will need to be done? Which parts of the project should be continued or maintained? How will this be achieved? Which resources will be necessary to continue the project? How will the results be used?

Are there any possible synergies/complementarities with other (EU funded) activities that can build on the project results?

Insert text

#SSUS-CON-SC\$#

#@WRK-PLA-WP@#

3. WORKPLAN, WORK PACKAGES, ACTIVITIES, RESOURCES AND TIMING

3.1 Work plan

Work plan

Provide a brief description of the overall structure of the work plan (list of work packages or graphical presentation (Pert chart or similar)).

Insert text

3.2 Work packages, activities, resources and timing

WORK PACKAGES

Work packages

This section gives a detailed description of the project activities.

For Standalone Projects: Use a single work package for the entire project (WP1 with the project acronym as WP name). Enter an objective (expected outcome) and list the activities, milestones and deliverables that belong to it.

For Framework Loans: Projects should normally have several work packages. WP1 should cover the management and coordination activities (meetings, coordination, project monitoring and evaluation, financial management, progress reports, etc) and all the activities which are cross-cutting and therefore difficult to assign to another specific work package (do not try splitting these activities across different work packages). WP2 and further WPs should be used for the other project activities.

The description of work packages should be consistent with the description of the activities in the EIB framework loan (in particular, work and activities, budget and costs, etc).

For framework loans with financial support to third parties, use one work package for each project/type of project requiring the financial support. Describe the conditions for implementing the support (max amounts per third party; criteria for calculating the exact amounts, types of activity that qualify (closed list), persons/categories of persons to be supported and criteria and procedures for giving support).

 *Ensure consistence with the detailed budget table/calculator (financial information file) .*

Objectives

List the specific objectives to which the work package is linked.

Activities and division of work (WP description)

Provide a concise overview of the work (planned tasks). Be specific and give a short name and number for each task.

Show who is participating in each task: Coordinator (COO), Beneficiaries (BEN), Affiliated Entities (AE), Associated Partners (AP), indicating **in bold** the task leader.

Add information on other participants' involvement in the project e.g. subcontractors, in-kind contributions.

Note:

In-kind contributions: In-kind contributions for free are cost-neutral, i.e. cannot be declared as cost. Please indicate the in-kind contributions that are provided in the context of the work package.

The Coordinator remains fully responsible for the coordination tasks, even if they are delegated to someone else. Coordinator tasks cannot be subcontracted.

If there is subcontracting, please also complete the table below.

Milestones and deliverables (outputs/outcomes)

Milestones are control points in the project that help to chart progress (e.g. completion of a key deliverable allowing the next phase of the work to begin). Use them only for major outputs in complex projects, otherwise leave the section empty. Please limit the number of milestones by work package.

Means of verification are how you intend to prove that a milestone has been reached. If appropriate, you can also refer to indicators.

Deliverables are project outputs which are submitted to show project progress (any format). Refer only to major outputs. Do not include minor sub-items, internal working papers, meeting minutes, etc. Limit the number of deliverables to max 10-15 for the entire project. You may be asked to further reduce the number during grant preparation.

For deliverables such as meetings, events, seminars, trainings, workshops, webinars, conferences, etc., enter each deliverable separately and provide the following in the 'Description' field: invitation, agenda, signed presence list, target group, number of estimated participants, duration of the event, report of the event, training material package, presentations, evaluation report, feedback questionnaire.

For deliverables such as manuals, toolkits, guides, reports, leaflets, brochures, training materials etc., add in the 'Description' field: format (electronic or printed), language(s), approximate number of pages and estimated number of copies of publications (if any).

For each deliverable you will have to indicate a due month by when you commit to upload it in the Portal. The due month of the deliverable cannot be outside the duration of the work package and must be in line with the timeline provided below. Month 1 marks the start of the project and all deadlines should be related to this starting date.

The labels used mean:

Public — fully open (🚩 automatically posted online on the Project Results platforms)

Sensitive — limited under the conditions of the Grant Agreement

EU classified — RESTREINT-UE/EU-RESTRICTED, CONFIDENTIEL-UE/EU-CONFIDENTIAL, SECRET-UE/EU-SECRET under Decision [2015/444](#). For items classified under other rules (e.g. national or international organisation), please select the equivalent EU classification level.

Work Package 1

Work Package 1: [Name, e.g. Project acronym or Project management and coordination]							
Duration:		MX - MX		Lead Beneficiary:		1-Short name	
Objectives							
▪							
Activities and division of work (WP description)							
Task No (continuous numbering linked to WP)	Task Name	Description	Participants		In-kind Contributions and Subcontracting (Yes/No and which)		
			Name	Role (COO, BEN, AE, AP, OTHER)			
T1.1							
T1.2							
Milestones and deliverables (outputs/outcomes)							
Milestone No (continuous numbering not linked to WP)	Milestone Name	Work Package No	Lead Beneficiary	Description	Due Date (month number)	Means of Verification	
MS1		1					
MS2		1					
Deliverable No (continuous numbering)	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month number)	Description (including format and

linked to WP)							language)
D1.1		1		[R — Document, report] [DEM — Demonstrator, pilot, prototype] [DEC — Websites, patent filings, videos, etc] [DATA — data sets, microdata, etc] [DMP — Data Management Plan] [ETHICS] [SECURITY] [OTHER]	[PU — Public] [SEN — Sensitive] [R-UE/EU-R — EU Classified] [C-UE/EU-C — EU Classified] [S-UE/EU-S — EU Classified]		
D1.2		1		[R — Document, report] [DEM — Demonstrator, pilot, prototype] [DEC — Websites, patent filings, videos, etc] [DATA — data sets, microdata, etc] [DMP — Data Management Plan] [ETHICS] [SECURITY] [OTHER]	[PU — Public] [SEN — Sensitive] [R-UE/EU-R — EU Classified] [C-UE/EU-C — EU Classified] [S-UE/EU-S — EU Classified]		

Work Package ...

To insert work packages (only for Framework Loans), copy WP1 as many times as necessary.

Estimated budget — Resources

Estimated budget — Resources

See detailed budget table/calculator (financial information file) (annex 1 to Part B).

Timetable**Timetable (projects up to 2 years)***Fill in cells in beige to show the duration of activities. Repeat lines/columns as necessary.***Note:** Use the project month numbers instead of calendar months. Month 1 marks always the start of the project. In the timeline you should indicate the timing of each activity per WP.

ACTIVITY	MONTHS																							
	M 1	M 2	M 3	M 4	M 5	M 6	M 7	M 8	M 9	M 10	M 11	M 12	M 13	M 14	M 15	M 16	M 17	M 18	M 19	M 20	M 21	M 22	M 23	M 24
Task 1.1 - ...																								
Task 1.2 - ...																								
Task ...																								

Timetable (projects of more than 2 years)*Fill in cells in beige to show the duration of activities. Repeat lines/columns as necessary.***Note:** Use actual calendar years and quarters. In the timeline you should indicate the timing of each activity per WP. You may add additional columns if your project is longer than 6 years.

ACTIVITY	YEAR 1				YEAR 2				YEAR 3				YEAR 4				YEAR 5				YEAR 6			
	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4
Task 1.1 - ...																								

Task 1.2 - ...																							
Task ...																							

#\$WRK-PLA-WP\$#

#@ETH-ICS-EI@#

4. OTHER

4.1 Ethics and EU values

Ethics and EU values

Describe ethics issues that may arise during the project implementation and the measures you intend to take to solve/avoid them.

Describe how you will ensure gender mainstreaming in the project activities.

Outline measures to be taken and the policies in place to guarantee full compliance with the EU values mentioned in Article 2 of the Treaty on the European Union and Article 21 of the EU Charter of Fundamental Rights.

Insert text

#\$ETH-ICS-EI\$# #@SEC-URI-SU@#

4.2 Security

Security

Not applicable.

#\$SEC-URI-SU\$# #@DEC-LAR-DL@#

5. DECLARATIONS

Type of applicant

Indicate the type of entity your organisation is.

Note:

Please note that only specific types of legal entities are eligible for JTM calls (see Call document).

For participants that are private bodies with public service mission, please explain in more detail and attach appropriate evidence in annex.

Participant name	Type of entity	Explanations (if any)
	Public body ☐	
	Private body with public service mission ☐	
	Public body ☐	
	Private body with public service mission ☐	
	Public body ☐	
	Private body with public service mission ☐	
...	...	

Decarbonisation plan

Indicate which participants have a decarbonisation plan.

Note: For the participants that do, please don't forget to annex it to the application and provide a hyperlink to where it is published.

Participant name	Decarbonisation plan	Hyperlink
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	[YES] [NO]	
	[YES] [NO]	
...	...	

Higher funding rate (if applicable)	YES/NO
Do you fulfil the conditions set out in the Call document for a higher funding rate (project located in a less developed region)? If YES, explain and provide details.	
Insert text	

Blended finance loan application	YES/NO
<i>This call is a blended financing call and grant applications can therefore only be awarded to beneficiaries that have also received EIB loan financing as described in the Call document.</i>	
Please confirm that you will also submit a loan application for the project, in accordance with the conditions set out in the Call document.	

Double funding	
Information concerning other EU grants for this project  Please note that there is a strict prohibition of double funding from the EU budget.	YES/NO
We confirm that to our best knowledge neither the project as a whole nor any parts of it have benefitted from any other EU grant (including EU funding managed by authorities in EU Member States or other funding bodies, e.g. EU Regional Funds, EU Agricultural Funds, etc). If NO, explain and provide details.	
We confirm that to our best knowledge neither the project as a whole nor any parts of it are (nor will be) submitted for any other EU grant (including EU funding managed by authorities in EU Member States or other funding bodies, e.g. EU Regional Funds, EU Agricultural Funds, etc). If NO, explain and provide details.	

Financial support to third parties (if applicable)
<i>If in your project the maximum amount per third party will be more than the threshold amount set in the Call document, justify and explain why the higher amount is necessary in order to fulfil your project's objectives.</i>
Insert text

#SDEC-LAR-DL\$#

ANNEXES

LIST OF ANNEXES

Standard

Detailed budget table/Calculator (Financial information file) (annex 1 to Part B) — *mandatory*

CVs (annex 2 to Part B) — *mandatory, if required in the Call document*

Annual activity reports (annex 3 to Part B) — *mandatory, if required in the Call document*

List of previous projects (annex 4 to Part B) — *mandatory, if required in the Call document*

Special

Other annexes (annex X to Part B) — *mandatory, if required in the Call document*

LIST OF PREVIOUS PROJECTS**List of previous projects***Please provide a list of your previous projects for the last 4 years.*

Participant	Project Reference No and Title, Funding programme	Period (start and end date)	Role (COO, BEN, AE, OTHER)	Amount (EUR)	Website (if any)
[name]					
[name]					

HISTORY OF CHANGES

VERSION	PUBLICATION DATE	CHANGE
1.0	n/a	Initial version (new MFF).
2.0	01.06.2022	Consolidation, formatting and layout changes. Tags added.