

Application for the PPF grant

Registration number: <i>To be completed by NCU</i>	Recommended by IB: ● <i>To be completed by NCU</i>
Project Outline submitted on:	Application for the PPF grant submitted on:

1. Basic information

1.1. PPF sub-project title		<i>Title of the PPF sub-project</i>			
1.2. Project Outline	Title	<i>Title of the Project Outline to which this Application for the PPF grant is related</i>			
	Registration number	<i>Registration number of the related Project Outline</i>			
1.3. Planned PPF sub-project duration					
Starting date		Completion date		Number of months	
1.4. Expected date of completion of the Final Project Proposal including the documentation					

2. Applicant

2.1. Name and contact details					
Name of the applicant					
Statutory representative					
Registered address	Address				
	City				
	Postcode				
Contact person					
Name and surname					
Job title					
E-mail					
Telephone		Fax		Mobile	

3. Description of the PPF sub-project

3.1. Justification of the Application for the PPF grant
<ul style="list-style-type: none"> - <i>State activities/documents which will be implemented within the PPF sub-project (e.g. feasibility study, technical documentation, EIA, possibly translation into English)</i> - <i>Give reasons why you apply for financing of the Final Project Proposal preparation from the PPF. Give reasons for necessity and utilization of the prepared documents for the completion of the Final Project Proposal.</i>

Note. Activities/documents elaborated within the sub-project financed from the PPF must be in accordance with data stated in the related Project Outline (part 7.2).

3.2. PPF sub-project description

Activities/ documents	Outputs/ utilization for the preparation of the Final Project Proposal	Implementation period	Indicative costs	
			CHF	CZK
<i>Title of activity /document</i>		<i>State start date and expected completion date</i>	<i>State expected costs for given activity/ document</i>	
Total			<i>Total costs correspond to data stated under item 4.1 of this Application</i>	

3.3. Related activities/ documents

- *Describe any other related activities /documents which are financed from the Applicant's own resources and which are necessary for Final Project Proposal elaboration (first of all it relates to already elaborated documentation)*
- *Give a clear time connection between the elaboration of the documentation from PPF and the preparation of the Final Project Proposal (schedule to ensure the preparation of the Final Project Proposal)*

4. Budget and financing

4.1. Indicative budget

	CHF	CZK	as % of total eligible costs
Total eligible costs ¹			100,0
Grant requested			
Non-eligible costs ²			
Exchange rate ³	1 CHF = CZK		

4.2. Co-financing

Indicate resources from which the PPF sub-project will be pre-financed and co-financed including the % of co-financing

¹ *Costs of external elaboration of relevant documentation required to the assessment of the Final Project Proposal by the Swiss side, translation costs of this documentation into English can be also included.*

² *E.g. the costs incurred by applicant organisation are non-eligible for financing from the PPF.*

³ *Use the ex-change rate stated for the open call, in which the related Project Outline was submitted, or use the ex-change rate determined for the direct call.*

4.3. VAT and its reimbursement

*The Applicant can /cannot ask for the VAT reimbursement for the activities within the PPF sub-project in the Czech Republic. In case the Applicant **cannot ask for the VAT reimbursement in the Czech Republic, then the VAT is considered as an eligible expense of the PPF sub-project***

5. Annex to the Application for the PPF grant:

1. Indicative budget (*form*)

6. Signature

I certify and confirm that:

- I am **duly authorized by the applicant to sign** this Application for the PPF grant;
- I have thoroughly **reviewed all statements and information provided** in this Application for the PPF grant and **that are correct**;
- this PPF sub-project will be **carried out as described in this Application for the PPF grant** and that the grant requested reflects correctly what is reasonably needed for the implementation of the activities/ documents stated in this Application for the PPF grant;
- this PPF sub-project will be **co-financed from sources stated in point 4.2** of this Application for the PPF grant;
- the **financing of the PPF sub-project during implementation is ensured** so that implementation of the PPF sub-project proceed according the schedule and **no deficit arises** with regard to the reimbursement of expenditures incurred from the PPF grant;
- completion of the PPF sub-projects activities will be ensured so that the **Final Project Proposal will be submitted in the expected date**
- **none eligible costs of this PPF sub-project is and will be double financed** from another co-financing sources.

Name:

Signature:

Position:

Date:

Text in fields written by italics is for information only, delete it after completion.

Note:

Project Outline – project proposal submitted by the applicant in the form of Project Outline within the Swiss-Czech cooperation program. This Project Outline also includes request for PPF grant.

Final Project Proposal – project proposal completed in accordance with the Swiss comments and recommendation and supplemented with relevant documents and annexes. On the basis of the Final Project Proposal the Swiss side decides on Project granting.

PPF sub-project – A set of activities/ documents which will be financed from the PPF and which will contribute to the completion of the Project Outline to the form of Final Project Proposal.