



Government of the Republic of Northern Macedonia
Agency for Financial Support in Agriculture and Rural Development

Pursuant to Article 9, paragraph 1, item b of the Law on Ratification of the Sectoral Agreement between the Government of the Republic of Macedonia and the European Commission establishing provisions for the management and implementation of Union financial assistance to the Republic of Macedonia under the Instrument for Pre-Accession Assistance in the field of "Agriculture and Rural Development" (IPARD) ("Official Gazette of the Republic of Macedonia" No. 38/2016), based on Part II measure Diversification of farms and business development item 11 of the Program for use of funds from the Instrument for Prevention European Union Rural Development Assistance (IPARD) for the period 2014-2020 ("Official Gazette of the Republic of Macedonia" No. 177/2016), and based on Article 6 of the Regulation on the manner and procedure for using financial support for the measures for Rural Development funded by the IPARD Program 2014-2020 ("Official Gazette of the Republic of Macedonia" No. 64/2016) and ("Official Gazette of the Republic of Macedonia" No. 58/2019)

Agency for Financial Support in Agriculture and Rural Development

I posted on October 04, 2019

PUBLIC CALL No. 01/2019
for submitting requests for use of funds from
The IPARD Program 2014-2020

PART I

1. The Agency for Financial Support of Agriculture and Rural Development (hereinafter referred to as the Agency), as the competent institution and contracting authority for the implementation of the EU Instrument for Pre-Accession Assistance for Rural Development (IPARD), invites all interested natural and legal persons from the Northern Republic Macedonia to submit requests for use of funds from the IPARD Program 2014-2020 for the following measure:

Measure 7 - Farm diversification and business development.

2. The financial support for this Public Call is made up of 75% of the funds provided by the Instrument for Pre-Accession Assistance for Rural Development of the European Union (IPARD) under the Financial Agreement 2014-2020 and 25% of the funds provided by the Budget of the Republic of Northern Macedonia.

3. Financial resources on individual request shall be awarded as a grant (grant) in the amount of:

3.1. 65% of the value of the total eligible costs of investment for measure 7 - Farm diversification and business development.

4. The deadline for submitting applications is November 18, 2019

5. The total financial support under this Public Call is: 16,569,471,00 Euros or in Denar equivalent 1,018,926,365,00 denars.

6. Download templates and tutorials:

Required forms of the "Application for use of IPARD Program 2014-2020" as well as "Guidelines for users of IPARD Program 2014-2020" which contain all information on the

criteria, eligibility requirements of the projects and financing conditions and other information necessary to prepare an application for use of funds from the IPARD Program 2014-2020, Guidelines for Preparing a Business Plan / Technical Proposal for the Project and other useful information in electronic version can be downloaded at and the Agency: www.ipardpa.gov.mk.

Printed application forms for the IPARD Program 2014-2020 Measure 7 and Guidelines for Users of the IPARD Program 2014-2020 Measure 7 can be obtained directly at the Agency at: Agency for Financial Support of Agriculture and Rural development, Blvd. 3 rd Macedonian Brigade 20, (Macedonia Tabak Block C), 1000 Skopje and the nearest regional centers or work units of the Agency for Promotion of Agriculture every working day from 8:30 to 16:30. (The list of regional centers or work units of the Agency for Stimulation of Agriculture with contact details is published at www.ipardpa.gov.mk).

7. Manner of submitting the application:

The Applicant should complete and submit a Request for Use of IPARD Program 2014-2020 Measure 7 - Farm Diversification and Business Development and all documentation as set out in this Public Call.

The completed Application for Funding from the IPARD Program 2014-2020 for Measure 7 and all documentation are submitted in an enclosed envelope with an indication on the front of the envelope in the upper left hand corner "DO NOT OPEN" for IPARD number 01/2019 and indication of the measure for which the request is made. The request may be mailed as a registered shipment or in person to the Agency's archive.

Note: In order to carry out on-site control by the Agency, the applicant is required to have copies of all documentation submitted to the Agency.
Detailed contact information (02) 3097-460 or at contact email: ipardpa.info@ipardpa.gov.mk and web site: www.ipardpa.gov.mk.

PART II

DIVERSITY OF FARMS AND BUSINESS DEVELOPMENT

1. Priority sectors

Priority sector investment groups relate to the following types of investments:

- Investments in alternative agricultural production
- Investments in food production and beverages production
 - Alcoholic products of grape or fruit and beer;
 - Cakes, pasta and bakery products;
 - Tea and herbal extracts;
 - Spices and herbs;
 - Freshwater fish, crabs and molluscs and
 - Other products not listed in the Product List of Annex I to the EU Treaty.
- Investment in non-food production
- Investments in crafts
- Investment in agricultural services
- Investment in services for the rural population
- Investment in rural tourism

2. Users

Individuals who are registered with a residence in a rural area or have registered an economic activity in a rural area:

- ☐ A natural person who is registered as a craftsman in the Craftsman Register, in accordance with the Law on Craftsmanship for the activities for which the investment is proposed;
- ☐ A natural person who is registered as a caterer (including accommodation) in the Catering Register in accordance with the Law on Catering Activity, for the activities for which the investment is proposed;

Чко A natural person registered as a sole proprietor in the Central Register in accordance with the Company Law;

□ A natural person registered in the Single Register of agricultural holdings as a representative of an agricultural holding or other member of the holding;

□ A natural person registered as an individual agricultural producer in the Register of Agricultural Producers in the Ministry of Agriculture, Forestry and Water Economy or in the Pension and Disability Insurance Fund.

Individuals who propose new investments to enter into economic activities in rural areas (eg self-employment) are eligible for support under this measure only if they meet the specific requirements, ie if he / she:

Дyba possess proven professional competence through vocational education or vocational training or other professionally recognized certificate for a particular non-agricultural business; She has committed that at the end of the investment (before submitting the final payment request) he / she will register the economic activity as a craftsman, caterer or sole proprietor in the municipality where the rural area is located.

Legal entities registered in the Central Registry S. Macedonia and are listed as micro and small enterprises in accordance with the criteria set out in Commission Recommendation 2003/361 / EC. The calculation of the size of the entity shall take into account all partner and affiliated undertakings with the applicant, and the calculation of the size of the entity shall be carried out in accordance with the methodology of the above EC Recommendation.

The necessary data on the basis of which the size of the legal entity can be determined can be obtained from the document "REVIEW OF THE ANNUAL ACCOUNTING DATA" issued by the Central Registry of the Republic of Northern Macedonia.

When determining the size of the entities, data are also taken from the Central Securities Depository of the Republic of Northern Macedonia for shares in the joint stock companies of the applicant and all registered owners of the applicant and related entities.

In determining the size of the entity, related entities outside the borders of the Republic of Northern Macedonia shall also be taken into account.

Enterprise Size Criteria

Company Rank Number of Employees Annual Income (Turnover) Balance Sheet

Retail <50 € 10 million € 10 million

Micro <10 ≤ € 2 million 2 € 2 million

Newly established companies will be evaluated on an expected scale as proposed in the business plan or technical proposal.

Co-operative registered in the Central Registry, in accordance with the Co-operative Law and primarily concerned with agricultural activity, logging, forest harvesting, processing of agricultural and forestry products, marketing of agricultural products and / or services directly related to agricultural and forestry activities. Proposed investment should be in accordance with the objectives of the cooperative, which are stated in the statute of the cooperative.

PART II

DIVERSITY OF FARMS AND BUSINESS DEVELOPMENT

1. Priority sectors

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 - Cakes, pasta and bakery products;
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- Spices and herbs;
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- Other products not listed in the Product List of Annex I to the EU Treaty.
- Investment in non-food production
- Investments in crafts
- Investment in agricultural services
- Investment in services for the rural population
- Investment in rural tourism

2. Users

Individuals who are registered with a residence in a rural area or have registered an economic activity in a rural area:

- A natural person who is registered as a craftsman in the Craftsman Register, in accordance with the Law on Craftsmanship for the activities for which the investment is proposed;
- A natural person who is registered as a caterer (including accommodation) in the Catering Register in accordance with the Law on Catering Activity, for the activities for which the investment is proposed;
- Чко A natural person registered as a sole proprietor in the Central Register in accordance with the Company Law;
- A natural person registered in the Single Register of agricultural holdings as a representative of an agricultural holding or other member of the holding;
- A natural person registered as an individual agricultural producer in the Register of Agricultural Producers in the Ministry of Agriculture, Forestry and Water Economy or in the Pension and Disability Insurance Fund.

Individuals who propose new investments to enter into economic activities in rural areas (eg self-employment) are eligible for support under this measure only if they meet the specific requirements, ie if he / she:

- Possess proven professional competence through vocational education or vocational training or other professionally recognized certificate for a particular non-agricultural business;
- Has committed that at the end of the investment (before submitting the final payment request) he / she will register the economic activity as a craftsman, caterer or sole proprietor in the municipality where the rural area is located.

Legal entities registered in the Central Registry S. Macedonia and are listed as micro and small enterprises in accordance with the criteria set out in Commission Recommendation 2003/361 / EC. The calculation of the size of the entity shall take into account all partner and affiliated undertakings with the applicant, and the calculation of the size of the entity shall be carried out in accordance with the methodology of the above EC Recommendation.

The necessary data on the basis of which the size of the legal entity can be determined can be obtained from the document "REVIEW OF THE ANNUAL ACCOUNTING DATA" issued by the Central Registry of the Republic of Northern Macedonia.

When determining the size of the entities, data are also taken from the Central Securities Depository of the Republic of Northern Macedonia for shares in the joint stock companies of the applicant and all registered owners of the applicant and related entities.

In determining the size of the entity, related entities outside the borders of the Republic of Northern Macedonia shall also be taken into account.

Enterprise Size Criteria

Small <50 Employees, ≤ € 10 million Annual Income, ≤ € 10 million Balance Sheet

Micro <10 Employees, ≤ € 2 million Annual Income, ≤ € 2 million Balance Sheet

Newly established companies will be evaluated on an expected scale as proposed in the business plan or technical proposal.

Co-operative registered in the Central Registry, in accordance with the Co-operative Law and primarily concerned with agricultural activity, logging, forest harvesting, processing of agricultural and forestry products, marketing of agricultural products and / or services directly related to agricultural and forestry activities. Proposed investment should be in accordance with the objectives of the cooperative, which are stated in the statute of the cooperative.

3. General criteria for allocation of funds

- Investments should be made on property owned by the applicant. In the case of investment projects carried out on a property which is not owned by the claimant it is necessary to present a document proving the right to use the property subject to the investment, for a period of at least 7 years from the date of submission of the application. request for financial support.

- Applicant - natural person should provide a certificate, document proving professional competence for a particular non-agricultural economic activity with at least secondary or higher education or vocational education and vocational training with a diploma / certificate. Candidates who do not meet the above skills and competencies at the end of the investment should provide a training certificate issued by the relevant professional training institutions, educational and research institutions or public advisory services, including the attendance list of training modules. in relation to investments.

- At least one responsible person of the individual agricultural producer, legal entity or co-operative must be a full-time employee or be engaged under a contract of not less than five years. Individuals should be permanently employed as sole proprietors, craftsmen or caterers. In the case of new investments this condition should be met before submitting the final payment request.

- Applicants represented by a legal entity in the event that their capital is owned by a public authority or authorities or by the state with more than 25%, are not eligible beneficiaries to this extent.

- The project is eligible for financing if the location where the investment is planned to be located is in a rural area.

- Assistance can be given to beneficiaries whose investment projects provide financial / economic sustainability. Economic and financial sustainability will be assessed on the basis of a business plan or technical proposal. The applicant should demonstrate the possibility of continuity of operation during at least five years of realization of the investment.

- In the case of proposed projects having a total amount of eligible costs in excess of EUR 50,000 in denar counterpart, the economic and financial sustainability will be assessed through a Business Plan based on the following economic indicators:

- Modified internal ROI that should be greater than 0,
- Net present value that should be greater than 0, and
- Return on investment that should be less than 10 years

- In the case of proposed projects which have a total amount of eligible costs of less than EUR 50,000 in denar counter-value, economic viability is demonstrated through a Technical Proposal Project containing financial indicators in terms of revenue generation to offset the costs.

4. Amount of funding

Total financial support (75% EU funds + 25% national co-financing) will not exceed the limit of 65% of the total eligible investment costs.

- Minimum value of the total eligible costs for a proposed investment project should be EUR 1,500 in MKD counter value.
- The maximum value of the total eligible costs for a proposed investment project should not exceed EUR 1,000,000 in denar counter-value.
- The maximum financial support that can be awarded to a single beneficiary under this measure is EUR 1,500,000 in denar counter-value for the entire implementation period of the Program.

A beneficiary may submit an investment project with total eligible costs that exceed the maximum limits for the investment project, but the financial support required may not exceed the limits of the maximum eligible costs set for this measure.

5. List of required documents

Pursuant to the Law Amending the Law Establishing the Agency for Financial Support in Agriculture and Rural Development (Official Gazette of the Republic of Macedonia No. 190/2019) all the documentation below listed in this public notice should be submitted at the time of submitting the application for financial support, otherwise the application will be rejected.

The following documents attached to the application for use of funds under the IPARD Program (2014-2020) should be original or notarized, unless otherwise specified besides the document itself. If the documentation is in another language, it should be accompanied by a translation into Macedonian certified by a certified translator. Documents issued on the basis of public records or an established system of records shall not be older than three months from the date of publication of the public notice, with the exception of documents confirming the fulfillment of tax and contribution obligations which need not be yes b

LIST OF DOCUMENTS SUBMITTED BY THE PRESIDENT APPLYING TO ALL PRIORITY SECTORS

1. COMPLETELY FULL REQUIREMENT FOR PHARMACEUTICAL DIVERSITY MEASURES AND BUSINESS DEVELOPMENT

2. COPY OF APPLICABLE PERSONAL CARD OR PASSAGE FROM APPLICANT'S RESPONSIBLE PERSON

3. REPORT BY THE PRESIDENT (NATURAL PERSON) THAT THE END OF THE INVESTMENT WILL REGISTER ECONOMIC ACTIVITY AS:

- CRAFTS, OR
- CATERING, OR
- TRADER UNIT

4. Bachelor's Degree / Certificate (Physical Person) for Non-Agricultural or Economic Activities

STATEMENT BY THE APPLICANT THAT THE END OF THE INVESTMENT WILL SEND A CERTIFICATE WITH PARTICIPATION IN THE TRAINING MODULES OF INVESTMENT INVESTMENT.

5. Proof that the Claimant (Legal Entity) is not in a Proceeding

6. Proof that the Claimant (Legal Entity) is not in Liquidation Proceedings

7. PROVIDING THAT THERE IS NO EXTRAORDINARY SANCTION BANNED BY THE CLAIM FOR PROHIBITION, ACTIVITY OR DURATION

8. COPY OF SHAREHOLDER BOOK WHEN THE APPLICANT IS REGISTERED AS A SHAREHOLDER COMPANY

9. SIGNATOR'S SIGNIFICANT INFORMATION STATEMENT - MICRO OR SMALL ENTERPRISE

- PROOF OF OWNERSHIP STRUCTURE OF RELATED ENTERPRISES AND PARTNERSHIP WITH THE APPLICANT registered outside the borders of the Republic of Northern Macedonia issued by the relevant institutions in the country concerned

- document containing data on the number of employees, annual revenue and annual balance sheet of linked and partner enterprises with applicants who are registered outside the borders of Northern MKEDONIJA. THE DATA SHOULD BE RECEIVED FROM THE LAST APPROVED FISCAL YEAR.

- CERTIFICATES FOR SHARES IN THE APPLICANT'S SHAREHOLDER COMPANIES AND ALL REGISTERED OWNERS OF THE APPLICANT ISSUED BY A CENTRAL DEPARTMENT

10. CONFIRM THAT THE LESS THAN ONE RESPONSIBLE PERSON IS IN REGULAR WORKING RELATIONSHIP IN THE LEGAL PERSON, OR

CONFIRM THAT ANY LIABLE PERSON IS ENGAGED IN A WORK CONTRACT, OR

CONFIRM THAT THE LESS THAN ONE RESPONSIBLE PERSON IS TEMPORARILY EMPLOYED IN THE LEGAL PERSON WHO IS FINANCIAL SUPPORT BARRIER

11. CONSOLIDATED TAX LIABILITY, HEALTH, PENSION AND INVALID INSURANCE OBLIGATIONS PUBLIC REVENUE INSURANCE

12. PROVIDING THAT THE INVESTMENT IS IN ACCORDANCE WITH THE LOCAL ECONOMIC DEVELOPMENT STRATEGY OF THE LOCAL SELF-GOVERNMENT UNIT.

13. PROPERTY LIST FOR BUILDINGS AND / OR LANDS

14. RENTAL AGREEMENT ON:

- BUILDING AND / OR

- LAND

15. CONCESSION AGREEMENT ON:

- BUILDING AND / OR

- LAND

16. PROVISION OF REGULARLY OBLIGED OBLIGATIONS UNDER THE CREDIT AGREEMENT WHEN THE BANK HAS ESTABLISHED A PLAN ON THE PROPERTY, INCLUDED IN ITSELF

17. SOLUTION TO AN APPROVED LABORATORY FOR ENVIRONMENTAL PROTECTION OR

- SOLUTION FOR APPROVED LABORATORY FOR ENVIRONMENTAL PROTECTION WITH APPROPRIATE ACTION PLAN OR

- AN INTEGRATED ECOLOGICAL PERMIT OR

- B ECOLOGICAL OR EQUIVALENT PERMIT

- SUBMISSION REQUEST FOR THE ISSUE OF A OR B INTEGRATED ECOLOGICAL LICENSE OR

- APPLICATION FORM FOR THE ENVIRONMENTAL PROTECTION ELABORATORY

18. ONE OFFER BID BY THE CONTRACTOR FOR EVERY ITEM / GROUP OF ITEMS LESS THAN 10,000 EUR INCLUDED WITH TECHNICAL SPECIFICATION

19. ISSUED three quotes from different suppliers for each item / group of items with excess of EUR 10,000 TOGETHER WITH TECHNICAL SPECIFICATIONS AND DECLARATION OF COUNTRY OF ORIGIN FOR EACH ITEM / GROUP OF ITEMS

20. COPIES OF BUILDING LICENSES FOR THE RELEVANT CATEGORY OF CONSTRUCTION FOR EVERY BIDDER

21. A DOCUMENT COPY THAT WILL CONTAIN DATA ON THE PROPERTY STRUCTURE FOR ALL FOREIGN PROVIDERS

22. COPY OF SHAREHOLDER BOOK FOR ALL BIDDERS REGISTERED AS A SHAREHOLDER COMPANY - COPY

23. STATEMENT BY THE PRESIDENT EXPLAINING THE REASONS FOR SELECTION OF THE CERTAIN BID IN CASE WHEN THE BID IS NOT OF THE MOST IMPORTANT PRICE

24. CONTRACT FOR GENERAL COSTS

25. GENERAL COST PAYMENT BILL

26. ONE OFFER BID BY THE CONTRACTOR FOR EACH ITEM / GROUP OF GENERAL COSTS LESS THAN 10,000 EUR

27. THREE BIDS PROVIDED BY DIFFERENT ASSOCIATES FOR EACH ITEM / GROUP OF ITEMS OF GENERAL EXPENDITURES MORE THAN 10,000 EUR

28. CONSTRUCTION APPROVAL OF:

- CONSTRUCTION OF A NEW BUILDING

- RECONSTRUCTION OF EXISTING BUILDING

- ADAPTATION TO EXISTING BUILDING

- CONSTRUCTION OF EXISTING BUILDING

- UPGRADE OF EXISTING BUILDING

- CONDUCTED SITUATION

- ESTABLISHMENT OF RENEWABLE ENERGY PRODUCTION EQUIPMENT (FOR OWN REQUIREMENTS)

- STATEMENT BY THE APPLICANT THAT THE RELEVANT APPROVAL WILL BE SUBMITTED TO THE DAY OF THE ADOPTION OF DECISION FOR APPROVAL OF REQUEST FOR FINANCIAL SUPPORT but no longer than 1 year from the date of application

- CERTIFICATE FROM THE RELEVANT INSTITUTION THAT PROPOSED INVESTMENT IS NOT NECESSARY FOR BUILDING APPROVAL

29. INVESTOR CHANGING SOLUTION

Note: The Investor Change Decision is submitted only if the Building Permit is not issued on behalf of the Applicant

- Statement from the applicant that the relevant decision will be delivered to the day when the decision to grant a request for Financial Support but no longer than 1 year from the date of application

30. COPIES OR ELECTRONIC FORM (CD) OF THE BASIC TECHNICAL DRAWINGS AND DETAILS - CALCULATION OF REVISED TECHNICAL DOCUMENTATION

- CONSTRUCTION OF A NEW BUILDING
- RECONSTRUCTION OF EXISTING BUILDING
- ADAPTATION TO EXISTING BUILDING
- CONSTRUCTION OF EXISTING BUILDING
- UPGRADE OF EXISTING BUILDING
- CONDUCTED SITUATION

31. TIME SITUATION / CONDITION FOR ALL CONSTRUCTION CONSTRUCTION WORKS

Note: The interim situation only ends if the applicant has built a part of the facility which is subject to investment and does not require financial support for it. The construction works are in accordance with the last selected technical documentation.

32. BUSINESS PLAN IN CASE WHEN INVESTMENT AMOUNT EXCEEDS 50,000 EUROS

33. TECHNICAL DRAWING PROJECT IN CASE WHEN THE AMOUNT OF INVESTMENT IS UNDER 50,000 EUROS

SPECIFIC DOCUMENTS ACCORDING TO PRIORITY SECTORS

PRIORITY SECTOR 1 - ALTERNATIVE AGRICULTURAL PRODUCTION

1. APPLICATION FORM FOR AQUACULTURE WATER USE LICENSE
2. CONTRACT ON COLLECTION OF BASIC MATERIAL BETWEEN THE BATTERY AND THE PUBLIC ENTERPRISE FOR NATIONAL FORESTS.

PRIORITY SECTOR 2 - PRODUCTION OF FOODSTUFFS AND DRINKS

ALL THE DOCUMENTS NEEDED FOR THIS PRIORITY SECTOR AGENCY WILL BE ACQUIRED BY OFFICIAL DUTIES. THE APPLICANT IS NOT LONG TO SUBMIT DOCUMENTS SPECIFIC FOR THIS PRIORITY SECTOR.

PRIORITY SECTOR 3 - PRODUCTION OF NON-FOOD PRODUCTS

1. APPROVAL FOR ESTABLISHING WOODEN COAL (HUMOR) PRODUCTION CAPACITIES AND / OR SIMILAR CAPACITIES

PRIORITY SECTOR 4 - CRAFTS ACTIVITIES

1. PROVIDING THAT THE LEGAL PERSON IS REGISTERED FOR THE PERFORMANCE OF A TRADE ACTIVITY

PRIORITY SECTOR 5 - PROVIDING AGRICULTURAL SERVICES

ALL THE DOCUMENTS NEEDED FOR THIS PRIORITY SECTOR AGENCY WILL BE ACQUIRED BY OFFICIAL DUTIES. THE APPLICANT IS NOT LONG TO SUBMIT DOCUMENTS SPECIFIC FOR THIS PRIORITY SECTOR.

PRIORITY SECTOR 6 - DEVELOPMENT OF RURAL POPULATION SERVICES

1. SUBMISSION REQUEST FROM THE REQUEST FOR ESTABLISHING A SOCIAL PROTECTION / CARE FOR ADULTS, OR

- SUBMISSION REQUESTED BY THE PRESIDENT FOR CHANGING THE BASE OF THE SOCIAL PROTECTION / ADULT CARE INSTITUTION

2. SUBMISSION REQUEST FROM THE REQUEST FOR ESTABLISHING A SOCIAL PROTECTION / CHILD CARE INSTITUTION, OR

- SUBMISSION REQUESTED BY THE CHAIRMAN FOR CHANGING THE BASIC SOCIAL PROTECTION / CHILD CARE INSTITUTION

3. SUBMISSION REQUESTED BY THE REQUEST FOR THE ISSUE OF A BROADCASTING LICENSE

- LOCAL RADIO PROGRAM, AND / OR

- LOCAL TELEVISION PROGRAM

PRIORITY SECTOR 7 - PROMOTION OF RURAL TOURISM

1. SUBMITTED APPLICATION FOR APPLICATION FOR ESTABLISHMENT OF AUTOCAMP

2. SOLUTION TO CATERING ACTIVITY FOR

- ACCOMMODATION AND / OR

- FOOD SERVICE

3. CATEGORY SOLUTION ISSUED BY THE MUNICIPALITY OR MINISTRY OF ECONOMY

4. TECHNICAL DRAWINGS ACCOMPANIED BY A WRITTEN ELABORATE ON THE TRADITIONAL STYLE OF CONSTRUCTION AND DESCRIPTION OF BUILDING MATERIALS WILL BE USED FOR EXISTING TRADITIONAL BUILDINGS IN RURAL AREAS WHERE IT IS PLANNED TO REALIZE INVESTMENT

The Agency reserves the right to request additional documentation to prove eligibility for IPARD 2014-2020 eligibility criteria. The Agency also has the right to request additional documents for the Applicant from other Institutions proving that the Program has met the appropriate criteria.

PART III

BEFORE THE AGENCY

The procedure of the Agency from the receipt of the Requirements to the conclusion of the Contract for use of funds consists of:

1. Checking the completeness of the attached documents according to the required documents by types of investments:

- Whether the requirement for Measure 7 - Diversification farms and business development is fully completed and whether all documentation listed in this call for proposals under the priority sectors is enclosed;

An incomplete application for financial support is an Application that does not contain all the documentation at the time of submission.

- Whether the documents enclosed with the application are original or a notarized copy (unless otherwise stated in the document itself)

2. The appropriateness of the application for funds shall be checked in order to determine:

- Whether the submitted documents prove compliance with the eligibility criteria and conditions for the proposed investment activities;
- Whether the proposed investment is economically and financially viable and viable, which is checked by analyzing the parameters contained in the attached business plan / technical proposal;
- Whether the proposed investment for which financial support is sought is not funded by other public sources of funding (Budget of the Republic of Northern Macedonia and international donors);
- Whether the prices of the proposed investment activities are within market prices by analyzing the reference prices for the respective activities.

Assistance may be granted to beneficiaries whose investment projects provide financial / economic sustainability. Economic and financial sustainability will be assessed on the basis of a Business Plan and a Technical Proposal. The business plan applicant should demonstrate the possibility of continuity of operation during at least five years of realization of the investment. The investment project will be evaluated based on the following economic indicators:

- Modified internal ROI that should be greater than 0,
- Net present value that should be greater than 0, and
- Return on investment that should be less than 10 years

In the case of proposed projects with an eligible cost of less than EUR 50,000 in denar counter-value, economic viability is demonstrated through a Technical Proposal project containing financial indicators in order to generate sufficient revenue to meet the operating costs of the farm.

In order to determine the authenticity of the technical parameters, economic and financial data, the Agency shall have the right to request additional documents and information as a basis for making a decision.

The verification of the authenticity of the data contained in the Request for use of funds is performed by authorized persons of the Agency with on-site control.

The rankings shall be made on all complete and appropriate requirements for use of funds in accordance with the attached ranking tables by individual measures.

Financial support will be approved for all complete and appropriate requirements for use of funds within the measure available on the basis of administrative and on-the-spot control.

Incomplete, inappropriate as well as requirements for using assets that have a lower number of points than the available targeted assets will be rejected by the Decision.

The Applicant, who has been approved for use of funds, shall sign an Agreement within 30 days from the date of receiving the IPARD Program Approval Decision.

Applicants must not commence the realization of the investment prior to the signing of a Contract for the use of funds with the Agency, with the exception of activities related to overheads (business plan preparation, technical proposal design, feasibility study, architects, project documentation).

Upon completion of the investment, the applicant shall be required to submit to the Agency a request for payment within the time limit specified in the Contract for the use of funds.

Payment request is a unified form that end users receive when signing a financial support contract. Payment requests will also be available for download at the Agency's premises and from the website.

Payment requests are submitted according to the time limit given in the contract. The Beneficiary is obliged to complete the payment request manually or electronically and to indicate the invoices / pro-invoices that he submits to the Agency, specifying the measure and type of investment he submits.

The review of the financial documentation is carried out solely on the originals or notarized copies and in the event that original documents are submitted during the payment approval procedure, the Agency is obliged to send them to the final beneficiary. They will be sealed with the Agency seal to avoid further double funding.

If the documents accompanying the payment application are submitted after the deadline, the application will be rejected and the agreed amount of financial support will not be paid.

If changes are made to the payment request, ie activities that are not subject to the contract are procured, and no contract annex request is made, the same request will not be paid, or will be partially paid depending on the effect that has occurred. the change will have an effect on the total investment subject to the contract.

If the beneficiary fails to comply with the contract provisions relating to the term of the investment, it should be borne in mind that all activities incurred prior to the signing of the contract (except for costs incurred for intellectual services) will not be part of the financial support. All activities procured before the deadline, ie before signing the contract will not be subject to investment. Also, all purchased and paid-in activities after the due date of the investment or the deadline for submitting the payment request will not be subject to financial support.

After administrative verification that the payment request is complete and appropriate, the matter will be inspected on-site by authorized agents of the Agency who aim to verify the realization of the investment in full and in accordance with the contract. Following the on-the-spot check, a report will be drawn up detailing the actual on-site situation. It should be signed by the controllers and the user himself or the person authorized by the user. In case of a note of control, the user has the right to indicate it in the report.

After the control has been carried out, if it is found that the investment has been fully realized and in accordance with the contract, the payment approval procedure shall continue. If the investment realization process is not fully complied with and in accordance with the agreement, the procedure for rejecting the payment request is continued.

Once the payment has been approved, the Agency shall issue a payment approval decision. If the payment request is rejected, the Agency shall issue a refusal decision.

The decision shall inform the end-user of the amount approved or refused. The applicant who signs the contract with the Agency shall be obliged not to alienate, lease or loan the investment subject to change of the purpose and location of the same for the duration of the contracts ie 5 years from the last payment of the funds.

On-the-spot control and supervision of the contract is performed by authorized persons from the relevant institutions of the Republic of Northern Macedonia and the European Union.