



**The Government of the Republic of North Macedonia -
Agency for Financial Support of the Agriculture and Rural Development**

On the basis of Annex A Clause bb paragraph 1 point b from the Law on ratification of the Framework Agreement for financial partnership signed by and between the Commission of the European Communities and the Republic of North Macedonia represented by the Government of the Republic of Macedonia on stipulating the specific procedures for implementation of the EU financial assistance to the Republic of North Macedonia under the Instrument for Pre-Accession Assistance IPA 3 (Official Gazette of Republic of North Macedonia no.235/22) and on the basis of the IPARD Programme 2021-2027 and article 6 from the Decree on the manner and the procedure for allocation of financial assistance for rural development measures funded under the IPARD Programme 2021-2027 (Official Gazette of RM no.88/23)

The Agency for Financial Support of the Agriculture and the Rural Development

On 13.04.2024 hereby announces

Call for Applications No.01/2024

for submitting applications for allocation under **Measure 3 Investment in physical assets concerning processing and marketing of agriculture and fishery products**
under the IPARD Program 2021-2027

PART I

1. The Agency for Financial Support of Agriculture and Rural Development (hereinafter: The Agency) as relevant institution and contracting authority for implementation of the EU Instrument for Pre-Accession Assistance for Rural Development (IPARD) invites all interested natural and legal parties from the Republic of North Macedonia to submit applications for allocation of funds from the IPARD Program 2021-2027 for the following measure:

Measure 3 Investment in physical assets concerning processing and marketing of agriculture and fishery products

2. The financial support for this Public Call is comprised of 75% funds by the European Union Instrument for Pre-Accession Assistance for Rural Development (IPARD) according to the IPARD Programme 2021-2027 and 25% funds from the Budget of the Republic of North Macedonia.
3. **The Financial resources per single application** shall be awarded as a non-refundable financial support (grant) in the amount of:
 - 3.1. 50% of the value of the total eligible expenditures for the investments under Measure 3 – **Investments in physical assets concerning processing and marketing of fishery products.**

3.2 The percentage shall be increased up to 60% for:

- Investments in buildings/equipment to improve the energy efficiency (ex. Use of construction materials which reduce heat loss);
- Investments in buildings/equipment for production of bio-energy in case of processing products (raw materials) covered by Annex I to the Treaty (processing of animal or plant primary and secondary biomass);
- Investments in buildings/equipment for production of energy from other renewable energy sources to meet the own energy needs of processing enterprises;
- Investments in buildings/equipment for waste, water/sewerage treatment;
- Investments in productive use of waste materials – circular economy.
- Collective investments - Extra aid support under this measure is applicable to fruit and vegetable sector, wine sector, milk and dairy sector, as well as to collective investments for quality products with prospects to be registered as products with designation of origin and/or geographical indication.

The maximum level of aid for collective investments is 70%.

4. The deadline for submitting applications is 28.05.2024.

The total financial support under this Call for Measure 3 - Investment in physical assets concerning processing and marketing of agriculture and fishery products is 14.013.333 euros or 863.781.846,00 denars.

5. Forms and instructions:

The required forms of the “Application for allocation of funds for Measure 3” – from the IPARD Programme 2021-2027 and the “Guidelines for Beneficiaries of funds for Measure 3 from the IPARD Programme 2021-2027 which comprises all information on the criteria, eligibility requirements for the projects and the funding conditions as well as any other information necessary for preparing an Application for allocation of funds under the IPARD Program 2021-2027, the Guidelines for drafting the Business Plan/Technical Project Proposal and other useful information in electronic form can be downloaded from the Agency’s web address: www.ipardpa.gov.mk.

(The list of regional centers or the work units of the National Extension Agency with contact details is published at the web address: www.ipardpa.gov.mk).

6. Submitting the application:

The Applicant shall fill out and submit an Application for allocation of funds for Measure 3 - Investments in physical assets concerning processing and marketing of agriculture and fishery products”, Business Plan developed according to the Guidelines for drafting Business Plan and supporting documentation as specified in this Public Call.

The completed application for allocation of funds for Measure 3 - Investment in physical assets concerning processing and marketing of agriculture and fishery products” along with the Business Plan and the overall documentation shall be submitted in a sealed envelope. The front of the envelope, in the upper left

corner, should have an indication "DO NOT OPEN", for Public Call IPARD Programme 2021-2027 number 01/2024 and indication of the measure for which the application is sent. The application can be sent via registered mail or in person to the Archive of the Agency.

Note: For the purpose of performing the on-the-spot controls by the Agency, the applicant should have copies of the overall documentation submitted to the Agency.

More detail contact information can be obtained at: telephone (02) 3097-460, 070/229-434 (Sector for Project Approval), 070/229-328 (Sector for Authorization of Payments) or the email address: ipardpa.info@ipardpa.gov.mk and the website: www.ipardpa.gov.mk.

PART II

INVESTMENTS IN PHYSICAL ASSETS CONCERNING PROCESSING AND MARKETING OF AGRICULTURE AND FISHERY PRODUCTS

1. Priority sectors

The groups of investment per priority sectors refer to the following types of investments:

- Milk and dairy products
- Meat and meat products (including eggs and poultry)
- Fruits and vegetables (including potatoes, mushrooms and leguminous crops)
- Cereal, milling and starch products
- Vegetables and animal oil and fats
- Grape must, wine, other fermented beverages, spirits and vinegar;
- Fish and fishery products;
- Livestock feed and fodder products;
- Other products produced based on products covered by Annex I to the Treaty;
- Production of energy through processing of plant and animal products from primary and secondary biomass

2. Beneficiaries

- **Legal entities** registered in the Central registry of R. North Macedonia in the range of micro, small and medium enterprises according to the criteria specified in the Recommendation of the European Commission 2003/361/EC. The assessment of the size of the enterprises shall also include all partner and related companies to the relevant company and the assessment of the size of the enterprise shall be performed by the methodology in the above-specified Recommendation by the European Commission. The necessary data on the basis of which the size of the legal entity can be determined shall be obtained from the document "OVERVIEW OF DATA FROM THE ANNUAL ACCOUNT" for 2023, 2023 and 2021 issued by the Central Registry of the Republic of North Macedonia. Valid document through which can be assessed the size of the legal entities for the relevant Public Call is the document that refers to the previous approved financial year. When determining the size of the entities shall be consulted the data from the Central Securities Depository of the Republic of North Macedonia for **shares in joint stock companies** of the applicant and all **registered owners** of the applicant and related entities. When assessing the size of the entity, shall also be considered the related entities outside the borders of the Republic of North Macedonia.

Company size criteria

Type of enterprise	Number employees	Annual revenue (turnover)	Balance sheet
Micro	<10	≤ € 2 millions	≤ € 2 millions
Small	< 50	≤ € 10 millions	≤ € 10 millions
Medium	< 250	≤ € 50 millions	≤ € 43 millions

- Enterprises not covered by the SME definition, but which employ fewer than 750 employees and which have an annual turnover not exceeding EUR 200 million, can also be eligible, but in this case, support can only be granted for investments specifically intended to make the establishment fully compliant with the relevant EU standards. Assessment of the size of the applicants is carried out by the IPARD Agency.

- **Cooperatives** registered in the Central registry according to Law on Cooperatives primarily dealing with agriculture, processing of agriculture products and/or services directly related to the agriculture activities.
- **Associative legal entities (for collective investments)** which are controlled by agricultural producers and are recognized as such according to the law. The following types of associative legal entities can apply and benefit the extra aid support under this measure:
 - Cooperative registered in the Central registry primarily dealing with agriculture, processing of agriculture products and/or services directly related to the agriculture activities
 - Producer groups and producer organizations recognized as such in accordance with the Law on agriculture and rural development and registered in the Register of producer groups and/or register of producer organizations administered by MAFWE,
 - Private company with primary activity in agriculture or agriculture processing founded by authorized representatives of family agriculture holding registered in Farm Register, and
 - Private company with primary activity in agriculture or agriculture processing founded by an association of agriculture producers.

Minimum number of agriculture producers engaged under any of the above entities is at least 10.

- **Start-ups** will be evaluated based on expected size as proposed in the business plan

3. Common Eligibility Criteria

- The applicant should submit "Application for allocation of funds under measure 3 of the IPARD III Programme accompanied by all the necessary documents
- The applicant should be registered in the Central Registry of R.NM as a legal entity or an agricultural cooperative
- The Applicant - agricultural cooperatives should be registered in the Central Registry and should be primarily dealing with agriculture, processing of agriculture products and/or services directly related to the agriculture activities
- The Applicant - **associative legal entities** must be recognized as such by law and their production capacities shall be assessed as a sum of the production capacities of the members /founders. Minimum number of agriculture producers engaged under any of the above entities is at least 10.
- All applicants should be registered with the Food and Veterinary Agency as food operators or recorded due to the changes caused by the investments concerned in accordance with the Food Safety Law at the end of the investment.
- Investments should be implemented on property owned by the applicant. In case of investment projects that are implemented on property that is not owned by the applicant, a contract or other supporting document must be submitted to prove the right to use the property affected by the investment for a period of at least 7 years from the date of submission of the application for support.
- The applicant for financial support should be registered in the national VAT system according to the Law on Value Added Tax.
- Before submitting the claim for payment, at least one responsible person of the legal entity representing the enterprise must be employed in the legal entity or hired under a contract with a duration not shorter than the duration of the contract for allocating financial support within the framework of this Programme .
- The applicant is obliged to fulfill the relevant EU standards related to the implementation of the investment before submitting the claim for payment.
- The applicant proposing investments in the wine sector should be registered in the register of wine producers before submitting the claim for payment.

- The applicant who proposes an investment in a center for the collection and distribution of vegetables and fruits, cereals and milk should be registered in the register of purchasers before submitting the claim for payment.
- Financial support can be granted to beneficiaries whose investment projects enable financial/economic sustainability. Economic and financial viability will be assessed based on a business plan. The applicant should demonstrate business continuity at least five years from the implementation of the investment. The investment project will be evaluated based on the following economic indicators:
 - Modified internal rate of investment > 0
 - Net present value > 0
 - Period of return on investment < 10 years
- Targeting Beneficiaries by size: (if the average of the net profit of the last three years since the publication of the public call is less than 75% of the total eligible expenditures of the investment, the risk of inefficiency of public financing is estimated to be low). It is also considered that the risk for public financing is high if the average number of employees of the last 3 years (calculated according to the recommendation on the size of the entity of 2003/361/EC) is between 30 and 50. Prioritizing economically unattractive types of investments (for environmental protection, adaptation to climate change, etc.); Prioritizing investments in territories with lower index of regional development. In order to efficiently use the financial resources shall be performed an assessment of the need for co-financing the beneficiaries through the Program with a Methodology established by the Agency.
This criteria is not applicable to investments with total eligible expenditures less than 100.000 euro. For investments whose financial support exceeds this threshold, the check shall be made for all investments.

4. Aid intensity

The minimum total eligible expenditures proposed for the investment project shall be EUR 50.000 in MKD denars, not including the VAT.

The maximum total financial support to a single recipient under this measure must not exceed EUR 3.000.000 in MKD denars (not including the VAT), for the whole period of the Programme implementation.

The maximum financial support to be granted to newly established legal entities (legal entity which has not submitted annual tax report for the last fiscal year preceding the year of the public call) under this measure is EUR 100.000 in MKD denars.

The maximum total financial support to be granted to single project under this measure is EUR 1.500.000 in MKD denars.

Total public expenditure (75% EU funds + 25% national co-financing) shall not exceed a ceiling of **50% of the total eligible costs of the investment**.

However, that ceiling shall be raised by 10 percentage points for:

- Investments in buildings/equipment whose purpose is to improve energy efficiency (e.g. use of construction materials which reduce heat loss);
- Investments in buildings/equipment for production of bio-energy in case of processing products (raw materials) covered by Annex I to the Treaty (processing of animal or plant primary and secondary biomass);

- Investments in buildings/equipment for production of energy from other renewable energy sources to meet the own energy needs of processing enterprises;
- Investments in buildings/equipment for waste, water/sewerage treatment;
- Investments in productive use of waste materials – circular economy.
- Collective investments - Extra aid support under this measure is applicable to fruit and vegetable sector, wine sector, milk and dairy sector, as well as to collective investments for quality products with prospects to be registered as products with designation of origin and/or geographical indication.

The maximum level of aid for collective investments is 70%

A single applicant may submit an investment project with total eligible expenditure that exceed the maximum limits for the investment project, but the requested support must not exceed the limits of the maximum eligible costs established for this measure.

Note: The increase of 10 percent points refers only to the part of the investment for which the support is increased and not the overall proposed investment.

5. List of required documents

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

The bellow-listed documents submitted as supporting to the application for allocation of funds under Measure 3 from the IPARD Program (2021-2027) should be original or notarized, unless otherwise specified in the document. 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 announcing the Call, with the exception of documents confirming the paid tax liabilities and contributions which should not be older than one month from the date of announcement of the Public Call.

Number	DOCUMENT
1.	COMPLETELY FILLED OUT APPLICATION FOR MEASURE 3 - INVESTMENTS IN PHYSICAL ASSETS CONCERNING PROCESSING AND MARKETING OF AGRICULTURE AND FISHERY PRODUCTS SUPPORTED WITH COPY OF VALID IDENTIFICATION CARD OR PASSPORT FROM THE RESPONSIBLE PERSON FROM THE APPLICANT
2.	PROOF THAT THE APPLICANT IS REGISTERED IN THE VAT SYSTEM
3.	PROOF THAT THE APPLICANT (LEGAL ENTITY) IS NOT IN BANKRUPTCY PROCEEDINGS
4.	PROOF THAT THE APPLICANT (LEGAL ENTITY) IS NOT IN LIQUIDATION PROCEDURE
5.	PROOF THAT THE APPLICANT WAS NOT SENTENCED WITH AN INJUNCTION FOR PURSUING PROFESSION, ACTIVITY OR DUTY AND INTERIM INJUNCTION FOR PERFORMING INDIVIDUAL ACTIVITY
6.	PROOF/CERTIFICATE FROM THE CRIMINAL RECORD THAT AGAINST THE BENEFICIARY IS NOT INITIATED INDICTEMENT WHO HAS ENTERED INTO FORCE FROM THE REGISTER OF THE CRIMINAL RECORDS ISSUED BY FIRST INSTANCE CRIMINAL COURT

	Note: The document should refer to the applicant -legal entity and not the responsible person
7.	COPY OF THE SHAREHOLDER BOOK IN CASE WHEN THE APPLICANT IS REGISTERED AS A JOINT STOCK COMPANY
8.	<p>SIGNED STATEMENT FOR INFORMATION ABOUT THE SIZE OF THE APPLICANT - MICRO OR SMALL ENTERPRISE WITH THE FOLLOWING DATA</p> <ul style="list-style-type: none"> a. Proof of ownership structure of related and partner entities (natural and /or legal entities) to the applicant, registered outside the borders of republic of north macedonia, issued by the relevant institutions in the country concerned b. Document with data on the number of employees, annual revenue and annual balance sheet of related and partner enterprises to the applicant, who are registered outside the borders of North Macedonia. The data should be from the last approved fiscal year. c. Certificate of shares in joint stock companies for the applicant and all registered owners of applicant issued by the Central Securities Depository of Republic of North Macedonia
9.	CERTIFICATE FOR PAID TAXES AND CONTRIBUTIONS ISSUED BY THE PUBLIC REVENUE OFFICE
10.	CERTIFICATE FOR PERFORMING ACTIVITY ISSUED BY THE FOOD AND VETERINARY AGENCY
11.	<p>PROPERTY CERTIFICATE FOR THE BUILDING, AND/OR FOR THE LAND</p> <p>Note: In the event that there is a lease or concession agreement for the property that is the subject of investment, these should be recorded in the property list</p>
12.	<p>BUILDING AND/OR LAND LEASE AGREEMENT</p> <p>A lease/concession agreement for building and/or land is submitted if an investment is planned on a building and/or land that is leased/under concession and is not recorded in the Property Lis.</p>
13.	PROOF OF REGULARLY PAID LIABILITIES BASED ON A LOAN AGREEMENT IN THE CASE WHEN THE BANK HAS ESTABLISHED A LOAN ON THE PROPERTY, REGISTERED IN THE RELEVANT PROPERTY CERTIFICATE, SUBJECT TO THE INVESTMENT.
14.	<p>APPLICATION OR DECISION FOR:</p> <ul style="list-style-type: none"> - APPROVED ENVIRONMENTAL PROTECTION REPORT OR - A INTEGRATED ENVIRONMENTAL PERMIT OR - B INTEGRATED ENVIRONMENTAL PERMIT OR - CONFIRMATION THAT THERE IS NO NEED TO UPGRADE THE EXISTING ENVIRONMENTAL PERMIT INCLUDING THE PROPOSED INVESTMENT OR - CONFIRMATION THAT THE BENEFICIARY IS NOT REQUIRED TO HAVE DECISION FOR APPROVED ENVIRONMENTAL PROTECTION REPORT OR A OR B INTEGRATED ENVIRONMENTAL PERMIT <p>*The document should be issued by the local government or by the Ministry of Environment and Spatial Planning.</p>
15.	BUSINESS PLAN WITH STAMP AND SIGNATURE BY THE APPLICANT PREPARED IN ACCORDANCE WITH THE GUIDELINES FOR DEVELOPMENT OF A BUSINESS PLAN BY THE AGENCY PUBLISHED ON THE WEBSITE OF THE PUBLIC CALL

16.	<ul style="list-style-type: none"> APPROVAL FOR: <ul style="list-style-type: none"> - construction of a new facility - reconstruction of an existing building - adaptation of an existing facility - Upgrading an existing facility - Superstructure to an existing facility - Installation of equipment for energy production from renewable energy sources - Production of energy from renewable energy resources - certificate from the relevant institution that there is no need for construction permit <p>Note: In case of construction activities on agricultural land, the Beneficiary should submit the permit for the above-mentioned activities issued by the Municipality together with the other documents with the application for financial support.</p> <p>In case of construction activities on construction land, the permit for the above-mentioned activities, the Agency shall download the permit from the e- permit system (www.gradezna-dozvola.gov.mk). The permit must be uploaded on the website no later than the deadline for applications following the Public Call.</p> <p>OR</p> <ul style="list-style-type: none"> CERTIFICATE FROM THE RELEVANT INSTITUTION THAT FOR THE PROPOSED INVESTMENT IS NOT NECESSARY TO HAVE PERMIT/SUBMITTED INFORMATION TO THE MUNICIPALITY FOR INSTALLATION OF PHOTO-VOLTAIC PANELS WITH MAXIMUM POWER UP TO 40 KW.
17.	<p>COPIES OR ELECTRONIC FORM (CD) OF THE BASIC TECHNICAL DRAWINGS AND BILL OF QUANTITIES OF THE REVISED TECHNICAL DOCUMENTS for</p> <ul style="list-style-type: none"> • construction of a new building • reconstruction of an existing building • adaptation of an existing building • Upgrading an existing building • Superstructure an existing building • Installation of equipment / installations for the production of energy from renewable energy sources • Production of energy from renewable energy resources • performed condition <p>Reference: In case of construction activities on agricultural land, the Beneficiary should submit COPIES OF THE BASIC TECHNICAL DRAWINGS AND BILL OF QUANTITIES for the proposed construction/reconstruction activities.</p> <p>In case of construction activities on construction land, the COPIES OF THE BASIC TECHNICAL DRAWINGS AND BILL OF QUANTITIES shall be downloaded by the Agency from the e-permit system (www.gradezna-dozvola.mk)</p>
18.	<p>INTERIM SITUATION FOR COMPLETED CONSTRUCTION WORKS</p> <p><i>*An interim situation is submitted only if the applicant has built a part of the facility which is subject to investment and does not require financial support</i></p>

	The construction works are in compliance with the last approved technical documentation.
19.	2 OFFERS ISSUED BY INDEPENDENT SUPPLIERS FOR EACH ITEM/ GROUP OF ITEMS (FUNCTIONALLY DEPENDENT) WITH AN AMOUNT NOT EXCEEDING 10,000 EUROS ACCOMPANIED BY TECHNICAL SPECIFICATION FOR EACH ITEM/ GROUP OF ITEMS AND STATEMENT FROM THE BENEFICIARY EXPLAINING THE REASONS FOR SELECTING THE LOWEST BID Note: The statement should be dated after the collection of bids.
20.	3 OFFERS ISSUED BY INDEPENDENT SUPPLIERS FOR EACH ITEM/ GROUP OF ITEMS (FUNCTIONALLY DEPENDENT) WITH AN AMOUNT EXCEEDING 10,000 EUROS ACCOMPANIED BY TECHNICAL SPECIFICATION FOR EACH ITEM/ GROUP OF ITEMS AND STATEMENT FROM THE BENEFICIARY EXPLAINING THE REASONS FOR SELECTING THE LOWEST BID (The statement should be dated after the collection of bids_ Note: The items/groups of items with total value exceeding EUR 10,000 from one supplier should not be artificially divided by a value below EUR 10,000 in order to collect two bids. If the items are functionally interdependent, for example they represent a production unit, and are issued by one supplier, they will be treated as one group of items
21.	COPIES OF BUILDING PERMITS FOR THE RELEVANT BUILDING CATEGORY FOR EACH BIDDER
22.	COPY OF A DOCUMENT THAT WILL CONTAIN DATA ON THE OWNERSHIP STRUCTURE FOR ALL FOREIGN SUPPLIERS
23.	COPY OF SHAREHOLDER BOOK FOR ALL BIDDERS REGISTERED AS JOINT STOCK COMPANIES. (These documents are mandatory in case the beneficiary is a joint stock company).
24.	2 OFFERS FROM INDEPENDENT SUPPLIERS FOR EACH ITEM/GROUP OF ITEMS FOR GENERAL COSTS NOT EXCEEDING EUR 10,000 ACCOMPANIED WITH STATEMENT BY THE BENEFICIARY WITH EXPLANATION OF THE REASONS FOR SELECTING THE LOWEST BID. (The Statement should with date after collecting the offers).
25.	3 OFFERS FROM INDEPENDENT SUPPLIERS FOR EACH ITEM/GROUP OF ITEMS FOR GENERAL COSTS EXCEEDING EUR 10,000 ACCOMPANIED WITH STATEMENT BY THE BENEFICIARY WITH EXPLANATION OF THE REASONS FOR SELECTING THE LOWEST BID. (The Statement should with date after collecting the offers).
DOCUMENTS THAT ASFARD WILL OBTAIN BY EX-OFFICIO ON THE BEHALF OF THE BENEFICIARY (FROM STATE INSTITUTION)	
BUSINESS DATA AND REGISTRATION CERTIFICATE OF THE COMPANY -APPLICANT	

<p>(This document is obtained ex officio in case the Beneficiary applies as a trade company, sole proprietor, individual agricultural producer, registered under the Law on agricultural activity, agricultural cooperative, associated legal entities)</p> <p>STATUTE OF AGRICULTURAL COOPERATIVE/ASSOCIATED LEGAL ENTITIES (This document is obtained ex officio in case the applicant applies as a cooperative).</p>
<p>LIST OF SHAREHOLDERS</p> <p>This document is obtained ex officio in case the applicant is a joint stock company and there is information for the company on the website of the Central Securities Depository of R. N. Macedonia that are not older than 3 months on the date of publication of the Public Call).</p>
<p>CERTIFICATE THAT THE APPLICANT DOES NOT HAVE OUTSTANDING OBLIGATIONS TO THE MAFWE</p> <p>(This criterion is mandatorily checked ex officio in order to verify whether the beneficiary has outstanding obligations to the Ministry of Agriculture, Forestry and Water Economy in relation to the lease of state-owned agricultural land)</p>
<p>PROOF OF PERFORMING ACTIVITIES - FOOD AND VETERINARY AGENCY</p> <p>(This document is obtained ex officio in case the applicant is already involved in the processing of agricultural products at farm level)</p>
<p>OPINION THAT THE PLANNED INVESTMENT IS IN COMPLIANCE WITH NATIONAL FOOD SAFETY RULES AND REGULATIONS (FOOD AND VETERINARY AGENCY)</p>

The Agency reserves the right to request additional documentation in order to prove the fulfillment of the criteria of the IPARD Program 2021-2027 for allocation of financial support. Furthermore, the Agency has the right to request additional documents for the applicant from other Institutions that prove the fulfillment of appropriate criteria from the Program.

PART III ADMINISTRATIVE PROCEDURE

The administrative procedure in the Agency from the receipt of the applications to signing the Contract for allocation of funds consists of:

1. **Completeness check** of the submitted documents against the required documents by types of investments:

- Whether the application for Measure 3 "Investments in physical assets concerning processing and marketing of agriculture and fishery products" has been fully filled out and whether the supporting documentation referred to in this Call has been submitted.

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

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

2. **Eligibility check** of the application for allocation of funds shall be checked in order to determine:

- Whether the submitted documents prove compliance of the eligibility criteria and conditions of the proposed investment activities;
- Whether the proposed investment is economically and financially viable and sustainable, 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 North Macedonia and international donors);
- Whether the prices of the proposed investment activities are within the range of 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 or a Technical Proposal. The Applicant with the Business Plan should present the possibility of continuity of operation minimum five years after the realization of the investment. The investment project will be assessed based on the following economic indicators:

- Modified internal ROI >0,
- Net present value > 0, and
- Period of return on investment that should be less than 10 years.

In order to establish 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 Application for allocation of funds is performed by authorized persons of the Agency with on-the-spot control.

The rankings shall be made for all complete and eligible applications for allocation of funds in accordance with the attached ranking tables by individual measures.

Financial support will be granted for all complete and eligible applications for allocation of funds within the budget of available funds by measure on the basis of administrative and on-the-spot control.

Incomplete, ineligible applications as well as applications for allocation of funds that have a lower point than available disposable funds will be rejected with a Decision.

The Applicant, who has been approved for allocation of funds, shall sign Contract within 30 days from the date of receiving the Decision for allocation of funds from the IPARD Program.

Applicants must not begin with implementation of the investment prior to the signing of a Contract for the allocation of funds with the Agency, with the exception of activities related to general costs (business plan preparation, technical proposal design, feasibility study, architects, project documentation).

According to the Agreement for Financial Support, the Beneficiary has the right to request an advance payment in the amount of up to 50% of the value of the approved financial support within a period of no longer than 60 days from the date of signing the Agreement for Financial Support. The request for an advance payment is a standard form that can be obtained by the Beneficiary at the Agency's premises and can be downloaded from the website of the Agency: www.ipardpa.gov.mk.

For the purpose of authorizing and payment of advance funds, the Beneficiary must provide bank guarantee in the amount of 110% of the amount of the advance payment in addition to the request for advance payment. The amount for co-financing of the investment will be deducted by the amount of the advance payment during the final payment of funds.

Upon completion of the investment, the Final Beneficiary is obliged to submit to the Agency a claim for payment. The claim for payment is an accompanying document to the Contract signed between the Beneficiary and the Agency. Together with the claim for payment, the Beneficiary must submit supporting documentation related to the incurred expenses (invoices, bank statement) and other documents specified in the claim for payment. The documents that will be submitted by the Beneficiary must be verified with signature and seal of the authority/company that issues them and with signature by the Beneficiary (and seal - when the Beneficiary is a legal entity).

The claim for payment is a standardized form that the Final Beneficiaries receive when signing the Contract for financial support, for each individual measure. The Claim for payment will also be available at the Agency's premises and can be downloaded from the Agency's website.

The Claims for payment must be submitted within the deadline specified in the Contract for financial support. The Beneficiary is obliged to complete the Claim for payment manually or electronically and submit the invoices /pro-invoices to the Agency, specifying the measure and type of investment.

The review of the financial documentation is performed exclusively on the originals or notarized copies. In the event that original documents are submitted, the Agency is obliged to send them back to the final beneficiary during the payment authorization procedure. They will be stamped with the Agency seal to avoid further double funding.

If the documents accompanying the Claim for payment are submitted after the deadline, the application will be rejected fully or partially and the contracted amount of financial support will not be paid or will be partially paid.

If there are any changes to the Claim for payment, i.e. if the Beneficiary has procured activities that are not subject to the contract and there was no request for signing an annex to the contract, the claim will not be paid, or will be partially paid depending on the effect that the change will have on the total investment, subject to the contract.

If the beneficiary fails to comply with the contract provisions relating to the deadline for implementation of the investment, it should be borne in mind that all activities incurred prior to the signing of the contract (except the General Costs) will not be part of the financial support. Furthermore, all activities which have been procured and paid after the deadline, i.e. after the deadline for implementing the investment or within the deadline for submitting the claim for payment will not be subject to financial support or they will be subject to penalties in compliance to the Law on establishing the Agency for Financial Support of the Agriculture and Rural Development.

If the administrative check verifies that the claim for payment is complete and eligible, the project/investment will be checked on-the-spot by authorized agents of the Agency who aim to verify the implementation of the investment in full and in accordance with the contract. After on-the-spot control, the Agency's controllers will draw up a Report elaborating on the actual on-site situation. The Report should be signed by the controllers and the Beneficiary or the person authorized by the Beneficiary. In case of any comments/notes during the control, the beneficiary has the right to indicate it in the report.

After having performed the control, if the Agency identifies that the investment has been fully implemented and is in accordance with the contract, the payment authorization procedure shall continue. If there is indication of full incompliance with the investment implementation in accordance with the Contract, the Agency shall continue with the procedure for rejecting the claim for payment.

Once the Claim for payment is approved, the Agency issues a Decision for authorization of payment. If the Claim for payment is rejected, the Agency shall issue a Decision for rejection.

The Decision shall inform the final beneficiary of the authorized or rejected amount.

All authorized and paid investments shall be subject to control within the period of five years after the final payment with the objective to identify the sustainability and the unchanged investment according to the Contract.

All paid investments shall be published on the web-page of the Agency with the objective to comply to the transparency provision of the procedure, thereby following the provisions for personal data protection of all Beneficiaries of funds from the IPARD Programme.

APPENDIX: DETAILED LIST OF ELIGIBLE EXPENDITURES FOR MEASURE – INVESTMENTS IN PHYSICAL ASSETS CONCERNING PROCESSING AND MARKETING OF AGRICULTURAL AND FISHERY PRODUCTS

Detailed List of eligible expenditures for Measure – Investments in physical assets concerning processing and marketing of agricultural and fishery products		
<i>No</i>	<i>Eligible expenditure</i>	<i>Description</i>
1.	Purchase of machinery and equipment for processing of agricultural products from the following sectors: <ul style="list-style-type: none"> - Fruits and vegetables including potatoes, and leguminous crops; - Cereal, milling and starch products; - Vegetable and animal oils and fats; - Grape must, wine other fermented beverages, spirits and vinegar (from eligible crops); - Milk and dairy products; - Meat and meat products (including eggs and poultry); - Fish and fishery products; - Livestock feed and fodder products; 	<p>Reception, collection and storing equipment.</p> <p>Equipment for preparatory treatment for sorting, curing, cleaning, washing, drying, disinfection, waxing, sorting, grading, culling of damaged crops, metal and glass detecting or other solid materials.</p> <p>Equipment for pre-cooling, cooling and refrigerating. Equipment for cutting, milling and other pre-processing preparation equipment</p> <p>Equipment for filtration, de-aeration, fermentation, stabilization, separation, homogenization, pasteurization and sterilization.</p> <p>Reservoirs, tanks. Equipment for canning, drying, desiccation, freezing.</p> <p>Equipment for bottling, packing and labeling.</p> <p>Stunning, dripping, scalding and evisceration equipment</p> <p>Equipment for cutting and de-boning.</p> <p>Laboratory equipment and apparatus for product analysis.</p> <p>Equipment for manipulation, loading and unloading, forklifts, transport trailers, containers, pallets, cooling trailers, conveyor belt systems, weighting and measuring equipment.</p>

	<ul style="list-style-type: none"> - Other products produced based on products covered by Annex I to the Treaty. <p>(equipment for processing operations - from raw material to finished product)</p>	<p>Equipment for quality monitoring, control and traceability systems of reception, storage and distribution.</p> <p>Waste treatment, valorisation, handling and storage equipment.CIP equipment (CIP-clean in place).</p> <p>Equipment for improvement of animal welfare standards such as provision of regular access to fresh water, feeding, animal housing pre slaughtering, clearing of manure, etc.</p>
2.	Purchase of equipment for production of energy from renewable resources	<ul style="list-style-type: none"> - Equipment for production of energy through: - processing of biomass products for production of biogas and/or biofuels, - solar energy, - windmills etc.
3.	<p>Building materials and elements for construction of new facilities or reconstruction and improvement of existing facilities (buildings and infrastructure to a full functional capacity)</p> <ul style="list-style-type: none"> - for installation/housing of the eligible equipment - to achieve environmental standards - for provision of hygienic and sanitary requirements - to assure administrative space - auxiliary buildings (storage, garage, etc.) - access, landscaping and fencing 	<p>All materials used for construction of floors, walls and ceilings surfaces as well as any coatings and joint sealants that are used in facilities where foods are prepared or stored as well as for the administrative space, laboratory and sanitary arrangements and infrastructure related to the production activity. Coatings for wall, ceiling, floor, wall and ceiling panels, pipe covers, doors, windows, heating and ventilation system (air-conditioning and air-purification), drainage, sewage system, waste treatment and waste valorisation system, elements for water and electric power generation and supply, (including generators), including energy saving practices and use of renewable energies. Construction material/components for provision of internal access roads and road network within establishment, landscaping and fencing of the area surrounding the establishment.</p>
4.	Works and services	<p>All necessary works and services related to realization of project's investment:</p> <ul style="list-style-type: none"> - Demolition and dismantling, - Preparation of terrain, - Construction works, - Reconstruction works, - Craft activities, - Installment activities,

		<ul style="list-style-type: none"> - Landscape works and access roads.
5.	Purchase of specialized agricultural transport trailers and vehicles	<p>Bulk milk tankers, cooling trailers, trailers for transporting live animals freshwater fish and poultry and their products/processed products transportation equipment for biomass, livestock feed and fodder products and other products produced based on products covered by Annex I to the Treaty, etc (only related to eligible production activity)</p>
6.	Computer equipment	<p>Computer equipment and software including sensors (only related to eligible equipment and to production activity)</p>
7.	General costs	<p>Preparation of the technical documentation, construction plans and supporting studies, cost calculations, analysis, market and marketing analysis, preparation of environmental assessment, project management</p> <ul style="list-style-type: none"> - architects - engineers - consultants etc. <p>Acquisition of patent rights and licenses</p> <p>Management systems:</p> <ul style="list-style-type: none"> - ISO - Preparation for certification under the HACCP - GMP (Good Manufacturing Practices) <p>Publicity and information materials</p> <ul style="list-style-type: none"> - billboards - plaques - stickers <p>In addition, expenditures linked to the collective investments could be extended to additionally cover:</p> <ul style="list-style-type: none"> - Studies on the specification for the hygiene standards and the method of production of quality products; - Product development and marketing study for new products or similar studies for other produce; - Animation costs of not more than 10% for creating and running short value chain of a

		certain product delivered to a local supermarket.
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