

Change to Grow

Covid-19 Support Measure

APPLICATION FORM

Supporting small and medium-sized enterprises (SMEs) to realign their business activity, restructure their employees, product and/or service portfolio, optimise the use of technology and embrace green technology and practices. This initiative supports businesses kick-start transformation processes that lead to growth, sustainability, and optimised performance.

Version: 1.0

Date: 12th July 2021



It is recommended that applicants use the latest version of acrobat reader to fill in the form, which may be downloaded by clicking on the button below:





Applicant Details

Fields marked in red are required



Project Details - Advisory Stage

De Minimis Declaration

If the submitted application is approved, the project will benefit from *de minimis* State Aid in line with *Commission Regulation (EU) No 1407/2013 of 18 December 2013 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to de minimis aid*.

Commission Regulation (EU) No 1407/2013 allows a 'single undertaking' to receive an aggregate maximum amount of *de minimis* aid of €200,000 under all *de minimis* aid measures, over a period of three 'fiscal years'. This aggregate maximum threshold applies in principle to all economic sectors with the exception of a 'single undertaking' performing road freight transport for hire and reward for which a lower *de minimis* threshold of €100,000 over any period of three 'fiscal years' applies. The agriculture and fisheries sectors are subject to different thresholds and criteria. For the purpose of this declaration, the term 'single undertaking' shall have the meaning as established in *Commission Regulation (EU) No 1407/2013*. Moreover, 'fiscal year' means the fiscal year as used for tax purposes by the undertaking concerned.

This maximum threshold would include all State aid granted under this scheme and any other State aid measure granted under the *de minimis* rule. Any *de minimis* aid received in excess of the established threshold will have to be recovered, with interest, from the undertaking receiving the aid.

The following is an indicative list of the possible forms of State Aid:

- Grants from public bodies.
- Loans or loan guarantees at favourable rates.
- Tax benefits.
- Waiving or deferral of fees or interest normally due.
- Marketing and advertising assistance.
- Consultancy, training and other support provided either free or at a reduced rate.
- Aid for investment in environmental projects or research and development assistance.
- Purchase, rent or lease of immovable property at less than market rate.

Potentially any assistance from a public body may constitute State aid. Should you have any doubts whether any public assistance received is *de minimis* aid, you should contact the agency or department from which the assistance was received in order to ascertain this.

Current Financial Year
Fiscal Year
De Minimis Aid Awarded

I declare that a comprehensive amount of de minimis aid received to date during the current fiscal year and the previous two fiscal years is:

Breakdown of the source, type and amount of all de minimis aid received as well as that applied for during fiscal years:

Section 1 – DE MINIMIS STATE AID AWARDED

Date	Source/Grantor	Type of State Aid	Awarded to	Amount in €

SECTION 2 – DE MINIMIS STATE AID STILL PENDING FOR APPROVAL

Date	Source/Grantor	Type of State Aid	Awarded to	Amount in €

Total amount of de minimis aid received and applied for:

Personal Data Protection Information and Consent to Process Data

Contact email address of the Data Protection Officer: dpo@maltaenterprise.com

Referring to Articles 13 and 14 of the GDPR, the Right to be Informed, you will find how Malta Enterprise processes the data in this application. Fill in any required data. [[Malta Enterprise Data Protection Policy](#)]

Authorisation to engage with the Corporation on matters related to the Application. (If Applicable)

I the undersigned, as legal representative of the Applicant Undertaking, authorise the following Legal Bodies and/or Natural Persons to act on my behalf with Malta Enterprise Corporation with respect to matters related to the Application and any subsequent documentation exchanged between the two parties in relation to the same Application.


Name of Legal Entity	Name and Surname of Natural Person granted authorisation (see Note 1)	E-mail address of party granted authorisation (see Note 2)
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Note 1: Leave empty if authorisation is intended to any natural person engaged with the Legal Entity. Otherwise specify the name and surname of the person(s) working for the Legal Entity to whom the authorisation is intended.

Note 2: Written communication with the Legal Entity and/or Natural Person granted authorisation via email will only be accepted via the email address specified in the table above. The Undersigned should be copied (via the email address specified in the Application) in any communication between the Corporation and the Person granted authorisation as per above table.

Employer Consent Form

The signature of this application confirms that any employment and personal data included in this application form is covered by the appropriate data subject consent as required by the prevalent Data Protection laws and regulations. The consent includes the sharing of data with other government entities where strictly necessary and required by law but also defines the purpose(s) for the processing of data of the captioned data subject/s in line with Article 5, Principles relating to processing of personal data and Article 7 Conditions of Consent of regulation (EU) 2016/679 dated 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (General Data Protection Regulation). Should the data subject withdraw his/her consent to processing, the Corporation shall be informed immediately. Consequently, the Corporation may proceed with processing this data, verifying it with other agencies, and retain such data for the duration required by the applicable national and EU laws and regulations.



The undersigned hereby authorises Malta Enterprise Corporation to process the data contained in this form for the purpose stated above and declare that the information on this form and any other information given in support of this application is correct to the best of my knowledge. The applicant acknowledges that the Corporation may request further information and documentation in processing this application.

Name and Surname of Signatory

Designation

Date

Signature



Document Checklist
