**Application form**

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| **Information to be filled out by the Commission** |
| **Instrument** | **Specific Objective** | **Specific Action** | **Reference of the call** |
| BMVI | S.0.2 2.3 developing  forms of cooperation between Member States in visa processing | S.A. 2.3.1 Visa policy - digitalization, consular cooperation and other | BMVI/2022/SA/2.3.1 |

*N.B. This application form is composed of a non-exhaustive list of information required by the Commission services to assess an application. Please note that for the assessment, additional information may be requested if needed.*

**Part. 1 - Administrative information**

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| 1. **General information**
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| **Member State(s)** | **National Specific Action** (Indicate your Member State) |  |
| **Transnational Specific Action** (Indicate the participating Member States) |   |
| **Title of the project** |  |

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| 1. **Participants and contacts**
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| **Identity of the (lead) Managing Authority** | **Full legal name of the Managing Authority** (in English) |
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| **Legal representative of the Managing Authority** |
| Title/First Name/Last Name: |
| Position:  |

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| **Contact details of the contact point for the specific action within the Managing Authority** | Title/First Name/Last Name:  |
| Position: |
| Direct telephone + country code number : |
| E-mail : |
| Contact details of the person responsible for implementing the project if successful: |
| ***n.b.*** *The participating Managing Authorities from other Member States should fill in the partnership declaration form* |
| **Project Beneficiaries** List all the project beneficiaries | Lead project beneficiary :  |
| Other project beneficiaries :  |
| **Exchange of information between the Managing Authority and the project beneficiaries** | Any project selected will have to be implemented in accordance with the EU and national rules, and the national, management and control system of the Member State concerned. Has the Managing Authority exchanged information with the project beneficiaries about the conditions under the Member State’s Programme to ensure compliance with these rules? [ ] Yes [ ]  No Comments (any outstanding issues or issues to be addressed after selection, if applicable):  |
| Do all partners agree on all the legal and financial obligations in implementing this project?[ ] Yes [ ]  No Comments :  |

**Part 2. Presentation of the project**

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|  **Project description**  |
| **Provide a short summary of the project (max ½ page) that could be published online and presents clearly and briefly what you will do, why and what you expect to be the concrete results once the project is finalised** |
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| **Provide a description of the project including (max 3 pages):**a) the general objectives of the project;b) the actors and Member States involved;c) the activities carried out under the project;d) the challenges addressed ande) the expected (quantified) results |
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| ***Only for a transnational project*** |
| **Describe the arrangements agreed by the participating Member States**(You are invited to explain the general rationale for the arrangements of the partnership; depending on the situation you could refer to the division of tasks between participating entities, indicative timetable, distribution of the funding between participating entities, organisation of financial management among the participating entities, linguistic regime and reporting, monitoring, control and audit arrangements) |
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| **Is the EU funding for the specific action to be allocated to :** | [ ]  **Option 1:** The programme of the lead Member State in its entirety?  |
| [ ]  **Option 2:** The programme of each partner Member State?  |

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| 1. **Relevance of the project**
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| **1. Clarity and consistency of the project with the objectives of the call** Explain how this proposal addresses the objectives of the call for expression of interest |  |
| **2. Cost-effectiveness and complementarity of the project with the Member State’s programme and other EU funding instruments**Describe how the project was conceived in order to ensure cost-effectiveness and to be complementary to the actions implemented under : * the Member State’s (or participating Member States’) programme(s)
* and other EU funding instruments, where relevant.
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| **3. Degree of participation of other Member States and/or potential of benefits for all MS** |  |

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| 1. **Quality of the project**
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| **1. Design, organisation and management of the project at national and/or transnational level**Describe the planned implementation methodology, the organisation of work and strategy for project management and monitoring, including the coordination mechanism between project's partners  |  |
| **2. Indicative Timetable**Indicate and justify the duration of the project and its activities (to be aligned with the budget form)  |  |
| **3. Information on the budget**(to be aligned with the budget form) | **Justification of the overall amount (and per Member State in case of transnational project) of the budget[[1]](#footnote-1)** |
| **Total eligible cost of the project EUR:** |
| **Requested co-financing rate**  |
| **Requested co-financing rate %:** |
| **Total EU contribution + 6% Technical Assistance** |
| **Total EU contribution EUR:****6% Technical Assistance EUR :** |
| **Total amount to be committed to Member State’s amended programme** |
| **Total EUR:** |
| **Statement from the Managing Authority**Declaration indicating that the project proposal, including the information on the budget, has been prepared in accordance with EU and national eligibility rules and can therefore be included into the Member State's programme. If not yet the case, statement from the Managing Authority that the review process will be done after the selection  |
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| **4. Risk Management** | **Potential risks and measures to mitigate them**  |
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| **Monitoring strategy[[2]](#footnote-2)** |
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| **5. Compliance with the EU acquis**Explain how this project will be covered by the rules applicable to the Member State’s programme that ensure actions are in compliance with the EU acquis including the Charter of Fundamental Rights of the European Union and, where applicable international obligations of the Union and the Member States arising from international obligations from the international instruments to which they are party Articles 4 and 13(1) ISF * Articles 3, 5 and 16(1) AMIF
* Articles 3, 4 and 13(1)BMVI
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| 1. **Impact of the project**
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| **1. EU Added Value**Describe the concrete benefits and quantified results of the project for the European Union and the Member State(s) concerned |  |
| **2. Link with the indicators of the Member State programme (Annex VIII to the Fund/Instrument-specific Regulations)**Indicate and quantify, if possible, which indicator(s) in the Member State’s (or participating Member States’) programme(s) this project will contribute to  |  |
| **3. Dissemination and Communication** Describe any plan to disseminate and communicate the results of the project |  |
| **4. Sustainability of the project** Describe how you plan that your project will be sustainable  |  |

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| **Date** | **Signature** |
| *Legal Notice: In case the proposal is successful, the EU contribution for the project under the specific action will be included in the participating Member States’ BMVI programmes in its initial form or by means of a programme amendment approved by the Commission and implemented in accordance with the provisions of the BMVI Regulation (EU) BMVI: 2021/1148 and Regulation (EU) 2021/1060 (Common Provisions Regulation). The financial and reporting obligations for any beneficiary of the specific action are the same as those that apply to the Member States’ programmes*.As Managing Authority, I agree to include the successful project in the programme and ensure that the project will be implemented in accordance withthe provisions of the BMVI Regulation (EU) BMVI: 2021/1148and Regulation (EU) 2021/1060 (Common Provisions Regulation). |
|  | Legal representative of the [lead] Managing Authority : |

1. Indicate the main activities in the budget form Annex 1 [↑](#footnote-ref-1)
2. For instance, regular reports to the MA on progress; meetings by project group members or any other mechanisms to keep track of financial and operational steps taken to implement the project in a timely and correct manner [↑](#footnote-ref-2)