**Please read the instructions below carefully**

**Instructions**

1. To be filled out by all economic operators indicated in the cover letter (annex 1).
2. Add information where indicated in the two blue fields. You may not change any other part of the form.
3. Add date, name, and sign where indicated.

**EUROPEAN FOREST INSTITUTE – GRANT PROCESS**

**ref no: G-01-2021**

**Grant submission guidelines, ANNEX 4**

**Declaration on Principles for funding and Exclusion from funding**

The undersigned,

|  |
| --- |
| [full name of person signing] |

representing

|  |
| --- |
| [official name of economic operator in full] |

(hereinafter referred to as “Economic operator”)

**HEREBY DECLARES AND ENSURES THAT:**

1. The Grant, if awarded, will not fund activities or operating costs already funded from another source.
2. The Grant, if awarded, will not have the purpose or effect of producing a profit for Economic operator.
3. The Grant, if awarded, will not fund activities that have already been completed or for general operational costs for a period prior to the entry into force of the grant agreement.
4. Economic operator complies with the principle of sound financial management in its activities.

Sound Financial Management is the principles of economy (resources used in the pursuit of the implementation of the activities funded by the grant shall be made available in due time, in appropriate quantity and quality and at the best price), effectiveness (the attainment of the specific objectives and the achievement of the intended results) and efficiency (the best relationship between resources employed and results achieved).

1. Economic operator meets internationally accepted standards for internal control, accounting and external audit.

Internal control are the processes, applicable at all levels of management, designed to provide reasonable assurance of achieving the following objectives: a) effectiveness, efficiency and economy of operations; b) reliability of reporting; c) safeguarding of assets and information; d) prevention, detection, correction and follow-up of fraud and irregularities; e) adequate management of the risks relating to the legality and regularity of the financial operations.

1. Economic operator and any person involved by Economic operator are not subject to a conflict of interests in connection with this grant process. EFI will be notified without delay of any situation which could give rise to a conflict of interests.
2. Neither the Economic operator nor any person having powers of representation, decision-making or control over it or a member of its administrative, management or supervisory body have been the subject of a final judgment or of a final administrative decision for any of the following reasons:
3. bankruptcy, insolvency or winding-up procedures
4. breach of obligations relating to the payment of taxes or social security contributions
5. grave professional misconduct, including mis-representation
6. fraud
7. corruption
8. conduct related to a criminal organisation
9. money laundering or terrorist financing
10. terrorist offences or offences linked to terrorist activities
11. child labour and other trafficking in human beings
12. irregularity
13. creating or being a shell company.

If requested by EFI, I will provide evidence of what has been stated above.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature**

*Representative authorized to sign on behalf of Economic operator, as stated in the Identification form (annex 2)*