

## National requirements

### ➔ Background Information

Some countries of the Alpine Space Programme set up national requirements as regards the application procedure and ask for additional documents to be submitted within the first or/and the second step of application. These documents are ready for download on the programme website (in the section of the relevant call) and have to be submitted to the relevant ACPs.

### ➔ Guidance

#### Austria

---

##### First step

Information on national requirements will be sent via email directly to the project partners after submission of the Expression of Interest

##### Second step

Information on national requirements will be sent via email to directly the project partners after submission of the Application Form.

#### France

---

##### First step

No national requirements

##### Second step

- 1) Description of the project in French, with a detailed explanation of objectives and results (4 pages).

- 2) Description in French of the detailed activities to be carried out by the French partner, as well as a description of the foreseen pilot sites (4 pages).
- 3) Description of the foreseen budget, detailed by cost categories and work packages (the model of table available by the French ACP). To be noticed: The costs of the First Level Control must be taken into consideration in the total budget!

Further information and explanation can be obtained in the document **“Instructions”**, which is available for download (in “national requirements”) on the programme website.

All descriptions have to be submitted electronically to the French ACP, [cparis@rhonealpes.fr](mailto:cparis@rhonealpes.fr). Please check carefully the submission deadline fixed by the ACP.

## Germany

---

### First step

No national requirements

### Second step

- 1) Document **“Verpflichtungserklärung”**
  - Confirmation of National Cofunding of each Project Partner / Lead Partner
  - to be submitted to the German ACP by post (check carefully the deadline fixed by the ACP!)
- 2) Document **“Formblatt”**
  - Checklist for further required information, depending on the type of Partner (private / public)
  - to be submitted to the German ACP by post, together with respective additional documents as required (check carefully the submission deadline fixed by the ACP!)

Further information and explanation can be obtained in the document **“Anschreiben”**, which is also available for download on the programme website.

## Italy

---

### First step

Document **“CV del Partner o Capofila”**:

CV of all Italian Partners mentioned in the EoI shall be submitted to the Italian ACP by e-mail ([spazio\\_alpino@regione.lombardia.it](mailto:spazio_alpino@regione.lombardia.it)) no later than **15.10.2010, 12.00 h**. The CV format shall be filled in and signed by the legal responsible.

## Second step

### Document “*CV del Partner o Capofila*”:

- CV of all Italian Partners that joined the project after the 1st step. CV form to be filled in and signed by the legal responsible of each Project Partner / Lead Partner .
- to be submitted by e-mail to the Italian ACP (spazio\_alpino@regione.lombardia.it) no later than **25.02.2011, 12.00 h.**

### Document “*Autodichiarazione Aiuti De Minimis*”

- form to be filled in and signed by the legal responsible of each Project Partner / Lead Partner.
- to be submitted by e-mail to the Italian ACP (spazio\_alpino@regione.lombardia.it) no later than **25.02.2011, 12.00 h.** The original document shall be sent by express mail no later than 25.02.2011.

### Document “*Autocertificazione Forma Giuridica*”:

- form to be filled in and signed by the legal responsible of each Project Partner / Lead Partner.
- to be submitted by e-mail to the Italian ACP (spazio\_alpino@regione.lombardia.it) no later than **25.02.2011, 12.00 h.** The original document shall be sent by express mail no later than 25.02.2011.

### Document “*Autocertificazione responsabile Legale*”:

- form to be filled in and signed by the legal responsible of each Project Partner / Lead Partner.
- to be submitted by e-mail to the Italian ACP (spazio\_alpino@regione.lombardia.it) no later than **25.02.2011, 12.00 h.** The original document shall be sent by express mail no later than 25.02.2011.

All declarations, to be valid, must be accompanied by a valid identity document of the legal responsible, signing the declaration. (In case the signing legal responsible is the same in all declarations, only one copy of the ID document is needed)

Please note that Regione Lombardia- will move into a new building in late 2010. So please check the correct address where to send documents in the Alpine Space Website before shipment.

Further information and explanation can be obtained in the document “*Istruzioni*”, which is also available for download on the programme website.

## Liechtenstein

---

No national requirements

## Slovenia

---

### First step

Information on national requirements will be sent via email directly to the project partners after submission of the Expression of Interest

### Second step

- 1) Questionnaire - **“Vprašalnik”** to be filled in.
- 2) Questionnaire - **“Dokazila o pravnem statusu prijavitelja”**.
  - Confirmation of legal status of the PP.
- 3) Questionnaire - **“Dokazila o boniteti”**.
  - Proof of credit rating of the PP.
- 4) Questionnaire - **“Dokazila o sofinanciranju nacionalnega deleža iz javnih virov”**.
  - Only for private partners, proof of co-funding of national share for public funds.

Read carefully the instruction note from the ACP: “Posiv” which is made available when the second step is open.

## Switzerland

---

### First step

No national requirements

### Second step

Information on national requirements will be sent via email to the project partners after the closure of the first step (selection of projects (Eols) to hand in the full application package).