**Αnnex 9: Templates for Request of financing and project’s Investment Plan**

**Template 1: Request of financing an investment plan (Template)**

|  |  |
| --- | --- |
| **DETAILS OF THE PROJECT SPONSOR** |   |
| Company’s name |   |
| Company’s Tax Identification Number (TIN) |   |
| **Company’s Registered office** |
| Street Address - No |   |
| City |   |
| Postcode |   |
|  |
| **COMPANY CONTACT DETAILS** |
| Contact person |   |
| Contact phone number |   |
| Email |   |
|  |  |
| NBG Customer No. |   |
| Your NBG Branch |   |
| Annual turnover (€) |   |
|  |  |
| **DETAILS OF THE INVESTMENT PLAN** |   |
| Title of the investment project |   |
| KAD (NACE code) of the investment project |  |
| Eligible budget of the investment plan for the financial RRF scheme (€) |  |
| Requested RRF Loan (€) |  |
| Requested Co-financing Bank Loan (€) |  |
| Own participation (€) |  |

**Re: Proposal submission for financing of investment plan though RRF resources**

Following the NBG Call dated 5.2.2022 for proposal submission for investment financing through the resources of the Recovery and Resilience Fund, we submit the Financing Request Folder for the investment plan “..........”, in accordance with the aforementioned.

We hereby declare that we are fully aware of the terms of the NBG Call dated 5.2.2022, which we expressly and unreservedly accept.

Further, we declare that the requested interest rate for the RRF Loan stands [….%] and [constitutes/ does not constitute[[1]](#footnote-1)] state aid.

The Regulation [651/2014 (General Block Exemption Regulation)/ 1407/2013 (De Minimis)[[2]](#footnote-2) constitutes the state aid framework of the requested RRF financing.

If the state aid framework in which the requested aid is included is Regulation 651/2014, we declare that the article of Regulation 651/2014 where the requested aid is included is article […].

Such aids are considered incentives if the beneficiary has submitted a written aid request to the competent member state prior to the commencement of the project’s works or activity.

In the context of the provision above, we declare that the investment plan’s works have not commenced. The key elements of the investment plan and the Project Sponsor are the following:

|  |  |  |
| --- | --- | --- |
| 1. | Company Name of Project Sponsor |  |
| 2. | Project Sponsor (Small/ Medium-sized/ Large enterprise[[3]](#footnote-3)) |  |
| 3. | Project’s description, including the commencement and expiry dates |  |
| 4. | Project’s execution location |  |
| 5. | List of the project’s expenses |  |
| 6. | Type of aid | Loan |
| 7. | Amount of state financing required for the project |  |

Note: An overview of items (3), (4), (5) can be presented in the above table and their detailed description can be included in Template 2 or separately.

Date, .......

The Legal Representative

(Full name)

Signature

Stamp

Submitted as attachments hereto:

1. Business Plan

**Template 2: Investment Plan**

The Investment Plan to be submitted shall include at least the following:

|  |  |
| --- | --- |
| Date of filing: |  (following the publication date of the call) |
| Region of Implementation: |   |
| Municipal district/ Municipality: |   |

**SPONSOR OF THE PROPOSED INVESTMENT PLAN**

|  |  |
| --- | --- |
| Company Name of the Sponsor: |   |
| Legal form  |  |
| Tax Identification Number (TIN) of the Sponsor |  |
| Registered office of the undertaking: |  |
| Legal Representative |  |
| Project Head: |   |
| Position of the Project Head: |  |
|  |  |
| Phone number: |   |
| Mobile phone number: |   |
| E-mail: |   |

|  |  |
| --- | --- |
| Overview of the Sponsor’s business line: |   |
| Description – evidencing the respective business experience of the Sponsor in project implementation and operation as regards similar activities (number of similar projects implemented by the Sponsor in the last 5 years) |  |
| Other useful information for reviewing the Request for financing (at the Sponsor’s discretion)  |  |

**KEY DETAILS OF THE INVESTMENT PLAN**

|  |  |
| --- | --- |
| Title of the investment project  |  |
| KAD (NACE code) of the investment plan |  |
| Budget of the investment plan |  |
| Executive summary |
|  |
| Project location |
|  |
| KEY RRF PILLAR re the Project |  |

**DESCRIPTION OF THE INVESTMENT PLAN**

1. Detailed description of the project (reference to the project’s key technical and operational characteristics) and documentation of the needs to be met.
2. Scope of the project based on the RRF pillar(s)
3. Detailed description of the investment plan – Breakdown of the investment cost per expense category – Listing of the project’s key technical standards on the basis of which the budget is prepared.
4. Proposed financing scheme. Please take into consideration the Call’s provisions as regards the Sponsor’s own participation, the Bank loan and the RRF loan.
5. The project’s maturity stage (specification of all the project’s necessary maturity actions, studies, licenses, approvals, etc.) and implementation timeframe (e.g. GANTT chart with breakdown in the various actions required through to the project’s completion, including the preparation of final studies, the required licenses and approvals, the selection of a private counterparty, construction and final delivery of the project.
6. Market analysis (structure and size, competition, trends, pricing). Analysis of other external factors (political, financial, social and technological environment) that can affect the investment's implementation.
7. Marketing strategy (actions for achieving the marketing targets, plan for the determination of the pricing policy, design and implementation of public relations actions, implementation of promotion actions, design of actions for serving the company’s needs re the company’s communication with its environment).
8. SWOT analysis (strong/ weak points, opportunities and threats) and project’s risk analysis.
9. Plan for administration, construction, operation, management, business model and organizational structure, projected jobs during the construction and operation period.
10. Financial plan (restrictions and assumptions of the financial model, cash flow projections for at least until the loan repayment, financial statements, calculation of the Project's Net Present Value, and repayment period, loan coverage ratios, key conclusions of the financial analysis), only in electronic form.

**Template 3: Solemn Declaration regarding the Request for RRF financing**

*The Solemn Declaration may be drafted electronically.*



SOLEMN DECLARATION

(Article 8 of Law 1599/1986)

The accuracy of the data submitted hereby can be checked against the records of other agencies (Article 8.4 of Law 1599/1986)

|  |  |
| --- | --- |
| TO(1): | **National Bank of Greece S.A.**  |
| Name: |  | Surname: |  |
| Father’s Full Name: |  |
| Mother’s Full Name: |  |
| Date of birth(2): |  |
| Place of birth: |  |
| ID No.: |  | T: |  |
| Place of residence: |  | Street: |  | No.: |  | Post Code: |  |
| Fax: |  | Εmail: |  |
| I hereby declare, being personally liable(3) and fully aware of the legal consequences under Article 22.6 of Law 1599/1986, that: |
| * All the information included in the Request for financing, as well as all the submitted documents are accurate and correct.
* The sanctions of article 40.1 of Law 4488/2017 (Α137/13.9.2017) have not been imposed against the owner.
* The supported actions/ expenses included in this Request for financing have not been financed or included in any other program financed through EU or national resources(4).
* The project sponsor is not declared bankrupt or placed under liquidation proceedings or compulsory administration, or clean-up process, or special liquidation, or compulsory administration by an administrator or the court, or is subject to bankruptcy settlement, or any respective procedure provided for by the national legislation.
* A recovery order is not pending, following a previous decision of the Commission according to the provisions of article 1.4. of the Regulation (EU) 651/2014.
* The shareholders of the project sponsor expressly consent to the lawful process subject to article 6 of Regulation (EU) 2016/679 of the European Parliament and of the Council dated 27.4.2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (Data Protection Directive) [EEEE L 119 pg.1-88] throughout the stages of the submitted request for financing for the purpose of its completion.
* The investment owner can submit a certificate for the payment of social security contributions and taxes, if required.
* No exclusion criteria are met for the investment owner or any member of the administrative, management or supervisory instrument or with the authorization to represent, take decisions or audit. Such exclusion criteria are defined in article 73.1 of Law 4412/2016 on participation in criminal organizations, bribery, fraud, terrorist crimes or crimes related to terrorist activities, money laundering or financing of terrorism, child labor and other criminal acts related to human trafficking.
 |

Date: ………./2022

For the Company/

Legal Representative

(company’s stamp, Legal Representative’s particulars, signature)

(1) Indicated by the interested citizen or Authority or the Public Sector Service to which the application is addressed.

(2) In words

(3) Whoever deliberately declares false or untrue facts or denies or withholds the true facts using this solemn declaration form under article 8 shall be punished with imprisonment of at least three months. If the person liable for said acts intended to obtain pecuniary advantage by harming others or intended to harm others that person shall be punished by imprisonment of up to 10 years.

(4) In the event that the provisions of this paragraph are not applicable, the term shall be deleted and a different solemn declaration shall be submitted stating the program and the aid amounts received.

(5) If there is not enough space, the declaration shall be continued on the next page and signed.

**Template 4: Solemn Declaration re excluded activities and compliance of the investment plan with the respective EU and national environmental legislation**

*The Solemn Declaration can be filled in electronically.*



SOLEMN DECLARATION

(Article 8 of Law 1599/1986)

The accuracy of the data submitted hereby can be checked against the records of other agencies (Article 8.4 of Law 1599/1986)

|  |  |
| --- | --- |
| TO(1): | **National Bank of Greece S.A.**  |
| Name: |  | Surname: |  |
| Father’s Full Name: |  |
| Mother’s Full Name: |  |
| Date of birth(2): |  |
| Place of birth: |  |
| ID No.: |  | T: |  |
| Place of residence: |  | Street: |  | No.: |  | Post Code: |  |
| Prot. No.: F: |  | Εmail: |  |
| I hereby declare, being personally liable(3) and fully aware of the legal consequences under Article 22.6 of Law 1599/1986, that: |
| The investment plan submitted to National Bank of Greece for financing through the resources of the Recovery and Resilience Fund:* Is implemented in Greece;
* Does not fall within the excluded activities of article 1 of the Ministerial Decision No. 159337ΕΞ2021;
* Complies with the respective EU and national environmental legislation.
 |

Date: ………./2022

For the Company/

Legal Representative

(company’s stamp, Legal Representative’s particulars, signature)

(1) Indicated by the interested citizen or Authority or the Public Sector Service to which the application is addressed.

(2) In words

(3) Whoever deliberately declares false or untrue facts or denies or withholds the true facts using this solemn declaration form under article 8 shall be punished with imprisonment of at least three months. If the person liable for said acts intended to obtain pecuniary advantage by harming others or intended to harm others, that person shall be punished by imprisonment of up to 10 years.

(4) If there is not enough space, the declaration shall be continued on the next page and signed.

**Template 5: Solemn declaration De Minimis**

*The Solemn Declaration may be drafted electronically.*



SOLEMN DECLARATION

(Article 8 of Law 1599/1986)

The accuracy of the data submitted hereby can be checked against the records of other agencies (Article 8.4 of Law 1599/1986)

|  |  |
| --- | --- |
| TO(1): | **National Bank of Greece S.A.** |
| Name: |  | Surname: |  |
| Father’s Full Name:  |  |
| Mother’s Full Name: |  |
| Date of birth(2):  |  |
| Place of birth: |  |
| ID No.: |  | T: |  |
| Place of residence: |  | Street: |  | No.: |  | Post Code: |  |
| Prot. No.: F: |  | Εmail: |  |

|  |
| --- |
| I hereby declare, being personally liable(3) and fully aware of the legal consequences under Article 22.6 of Law 1599/1986, that:**Ι.** I am the legal representative of the Company under the trade name“…..” with TIN ….. (hereinafter the “***Company***”) *[or in the event of a sole proprietorship]* **Ι.** I run a sole proprietorship, the business line of which includes ….. , with TIN ….. (hereinafter the “***Business***”) and **ΙΙ.** regarding the Company *[or Business]* and the request of the Company *[or Business]* to the Bank for a loan (hereinafter the “***RRF Loan***”) through funds from the “Recovery and Resilience Fund”, and a co-financing Loan through your Bank and/or your Bank as arranger and administrator (hereinafter the “***Co-financing Loan***”), both loans, the RRF Loan and Co-financing Loan, having as purpose the partial coverage of the Company’s *[or Business’s]* needs, including capital for the financing of its investment plan referred as ... .....[[4]](#footnote-4)[\*] (hereinafter the “***Business Plan***”), I declare on behalf of the Company *[or Business]* the following (it should be understood that the first person singular or otherwise in any of my declarations within the present solemn declaration, is used in my capacity as the Company’s *[or Business’s] legal representative and on its account*): |

1. I submit my request for a RRF Loan in order to be granted a de minimis state aid in the context of the de minimis Regulation 1407/2013.
2. The Company’s *[or Business’s]* business line does not fall within the exclusions included in article 1.1 of the Regulation.
3. In the event of mixed business line (falling within eligible and non-eligible sectors), I shall apply separate accounting monitoring.
4. There is no pending aid return order against the Company *[or Business]* following a previous decision of the Commission or the Court of Justice of the European Union (CJEU), pursuant to which such aids have been declared illegal and incompatible with the internal market and no recovery procedure has been initiated against the Company *[or Business]*.
5. In case the financing is approved, I agree to the disclosure of the necessary details of the Company *[or Business]* and the investment, if required.
6. The Investment Plan ensures the conditions required in order to avoid discrimination against vulnerable groups, especially as regards the accessibility to infrastructures, services and products.
7. I accept any relevant review by the competent national or EU authorities for the verification of the declared data, as well as their cross check with the data extracted from the IT systems of public authorities and insurance organizations.

Solemn Declaration regarding the aid received by a single undertaking (de minimis 1407)

**Α.1:**

* The Company *[or Business]* operates as an independent business **or**
* The Company *[or Business]* operates as a **“single undertaking”** jointly with other companies. (The meaning of **“single undertaking”** also includes the affiliated companies and the partners of the Company *[or Business]*, as defined in article 3 of Regulation (EU) 361/2003 of the Commission dated 6.5.2003. In such case, the table hereinbelow shall be completed for each of the aforementioned undertakings to which the Company *[or Business]* is related:

**Table 1: Companies with which the Company** *[or Business]* **operates as “single undertaking”.**

|  |  |
| --- | --- |
| **Business Details** | **Explanatory comments** |
| Serial No of Undertaking | The serial No of the undertaking with which the applicant operates as single **undertaking** (the meaning also includes the affiliated companies and the partners) |
| Business trade name |  |
| Business’s T.I.N. |  |
| Business’s KAD (business line code) |  |
| Participation rate/ shareholding | 0-100 |
| Surname of the Legal Representative |  |
| Name of the Legal Representative |  |
| Father’s Name of the Legal Representative |  |
| Legal Representative’s TIN |  |
| Legal Representative's identification document | ID or similar document |
| Position of the Legal Representative in the Business |  |
|  |  |

*Regarding any undertaking (sole proprietor or legal entity) declared to operate as single undertaking with the Company [or Business].*

**Α.2:**

* The amount of aid to which the Company *[or Business]*, as well as the undertakings operating with such Company as a single **undertaking** *(the term also includes the companies that are affiliated with the applicant),* **have obtained legal right to receive** within the last 3 financial years (the current financial year and the 2 previous financial years) as of the request filing date in the context of this Action, **on the basis of the de minimis status.**

*The details regarding the aid provided on the basis of the de minimis status shall be stated in the declaration (program, owner of subsidy, inclusion date and amount). In the event that the company has not received any aid, this shall be stated in the solemn declaration.*

**Table 2: De minimis grants**

|  |
| --- |
| **De minimis GRANTS THAT THE COMPANY** *[or BUSINESS]* **IS ENTITLED TO RECEIVE****Refers to the Company** *[or Business]* **as well as to the undertakings with which the Company** *[or Business]* **operates as a single undertaking (this term also includes any undertaking affiliated with the Company** *[or Business]***).** |
| Program/ Action/ Activity within the context of which the undertaking has obtained the legal right to receive the aid (as of 1.1.2016 onwards) and the aid granting body. | No of Inclusion Ministerial Decision or no. of the agreement or other document certifying the granting of the legal right. | Date of Inclusion Ministerial Decision or of granting of the legal right. | Amount of state aid stated in the Inclusion Decision. | Amount of State Aid actually paid to the company. | Payment date of the last financing amount. | Trade name of the Aid’s Beneficiary. | TIN of the Aid’s Beneficiary. |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

*Note that the issue date of the Ministerial Decision on inclusion and in general of the assignment of the legal right to the aid, is deemed as the public financing date. The competent authority reviews the total amount of the de minimis aid received by the undertaking during the current financial year and the previous 2 financial years, in order to make sure that the new aid does not cause the violation of the maximum limit applicable to de minimis aid. In any case, any amendments of the aforementioned decisions are taken into consideration for the calculation of the above period.*

**Α.3:**

* The amount of aid for the same eligible expenses to which the Company *[or Business]*, as well as the undertakings operating with such Company as a single undertaking (the term also includes the companies that are affiliated with the Company *[or Business]*), **have obtained legal right to receive** within the last 3 financial years (the current financial year and the 2 previous financial years) as of the request filing date in the context of this Action, **on the basis of any other status**.

*The declaration will include the details of the aid granted on the basis of any other status not falling within the de minimis provisions (program, owner of subsidy, inclusion date and amount) applicable to similar eligible expenses to be accumulated with de minimis aid. In the event that the company has not received any aid, this shall be stated in the solemn declaration.*

**Table 3: Grants on the basis of any other status (except for de minimis) applicable to similar eligible expenses**

|  |
| --- |
| **AID (except for de minimis) FOR WHICH THE COMPANY** *[or BUSINESS]* **HAS BEEN ASSIGNED THE RIGHT TO RECEIVE, ON THE BASIS OF ANY OTHER AID STATUS APPLICABLE TO SIMILAR ELIGIBLE EXPENSES****Refers to the Company** *[or Business]* **as well as to the undertakings with which the Company** *[or Business]* **operates as single undertaking (this term also includes any undertaking affiliated with the Company** *[or Business]***).** |
| Program/ Action/ Activity within the context of which the undertaking has obtained the legal right to receive the aid) as of 1.1.2016 onwards) and the aid granting body. | Number and Date of Inclusion Ministerial Decision or assignment of the legal right.  | Similar expenses eligible for aid on the basis of other aid instruments. | Amount of state aid stated in the Inclusion Decision. | Amount of State Aid actually paid to the company. | Payment date of the last financing amount. | Trade name of the Aid’s Beneficiary. | TIN of the Aid’s Beneficiary. |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

Note that the issue date of the Ministerial Decision on inclusion and in general of the assignment of the legal right to the aid, is deemed as the public financing date.

**Α.4:**

* The amount of aid included in the investment proposal that has been submitted by the Company *[or Business]* and the undertakings operating together as a single undertaking (the meaning also includes the undertakings affiliated with the Company *[or Business]*) and **is under review or inclusion, on the basis of the de minimis status for any expense or of any other aid instrument applicable to similar expenses** (program, financing body, request submission date, requested grant).

*The declaration will include the details of the amount of aid included in an investment proposal submitted by the Company [or Business], as well as by companies operating with such Company as a single undertaking (the term also includes the companies that are affiliated with the Company [or Business]) and is under review or inclusion, on the basis of the de minimis or any other aid instrument applicable to similar eligible expenses (program, financing body, request submission date, requested grant).*

**Table 4: Requested grants under review or inclusion on the basis of de minimis status for any expenses or of any other status applicable to similar expenses.**

|  |
| --- |
| **REQUESTED GRANTS under review or inclusion on the basis of de minimis status for any expenses or of any other status applicable to similar expenses.****Refers to the Company** *[or Business]* **as well as to the undertakings with which the Company** *[or Business]* **operates as a single undertaking (this term also includes any undertaking affiliated with the Company** *[or Business]***).** |
| Program/ Action/ Activity within the context of which the undertaking has filed its proposal and the body granting the aid. | Filing date of the investment proposal  | Requested amount through state financing  | Trade name of the Aid’s Beneficiary. | TIN of the Aid’s Beneficiary. |
|  |  |  |  |  |
|  |  |  |  |  |

Solemn Declaration regarding mergers and received aid (de minimis 1407)

|  |
| --- |
| The Company *[or Business]* is a result of/ connected to a merger or acquisition or demerger of companies (applicable article 3 of Regulation 2013/1407[[5]](#footnote-5)). In such case, the table herein below shall be completed for each of the aforementioned undertakings participating in merger/acquisition/demerger with the Company *[or Business]*: |
|

|  |  |
| --- | --- |
| **Business Details** | **Explanatory comments** |
| Description of business relationship (merger with absorption or establishment of new, acquisition, demerger/ partial demerger) |  |
| New companies |  |
| Trade name of each Undertaking |  |
| TIN of each Undertaking |  |
| KAD (business line code) of each Undertaking |  |

 |
|  |
| * The amount of aid to which the Company *[or Business]*, as well as the undertakings arising from mergers/acquisitions/demergers, have obtained legal right to receive within the last 3 financial years (the current financial year and the 2 previous financial years) as of the filing date of a request for an RRF Loan, on the basis of de minimis status of Regulation 2013/1407, are the following:

|  |
| --- |
| **De minimis grants that the Company** *[or Business]* **and the companies arising from mergers/acquisitions/demergers are entitled to receive** |
| Program/ Action/ Activity within the context of which the undertaking has obtained the legal right to receive the aid and the body granting the aid. | No of Inclusion Ministerial Decision or no. of the agreement or other document certifying the granting of the legal right. | Date of Inclusion Ministerial Decision or granting of the legal right. | Amount of state aid stated in the Inclusion Decision. | Amount of State Financing actually paid to the business. | Payment date of the last financing amount. | Trade name of the Aid’s Beneficiary. | Beneficiary’s TIN  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

\*Note that the issue date of the Ministerial Decision on inclusion and in general of the assignment of the legal right to the aid, is deemed as the public financing date.**or*** The Company *[or Business]* and the companies arising from mergers/acquisitions/demergers have not received any aid on the basis of de minimis status of Regulation 2013/1407 in the course of the last three financial years (current financial year and the previous two financial years) as of the filing date of the request for financing.
* The Company *[or Business]* also declares that it **belongs/ does not belong** to the undertakings providing services of general economic interest as defined in article 106.2 of the Treaty (Regulation 2012/360).
 |

Date: ……….20……

For the Company *[or Business]*

-Ο-

Legal Representative

(Stamp - trade name of the company *[or Business]*,

full name and handwritten signature of the representative)

…………………………………

**Template 6: Completion and eligibility assessment of the investment plan (excel file)**

The investment plan eligibility evaluation tool, titled **“V55 – FINAL.xlsm»** shall be completed and submitted to NBG by the applicant. The tool is available, along with the present Call, at the following link:

<https://www.nbg.gr/en/corporate/funding/financing/financing-development-programs/nbg-2-0/recovery-resilience-fund>

1. Delete as appropriate. [↑](#footnote-ref-1)
2. This paragraph is completed only if the requested interest rate constitutes state aid, and alternatively the Regulation 651/2014 or 1407/2013 is selected. [↑](#footnote-ref-2)
3. Subject to the provisions in Annex 1 of Regulation 651/2014. [↑](#footnote-ref-3)
4. [\*] *Completed with a brief description of the financed investment plan.* [↑](#footnote-ref-4)
5. […]8. In the event of mergers or acquisitions, any previous de minimis aid already granted to any of the merger undertakings are taken into consideration in order to determine whether the new de minimis aid granted to the new or purchaser undertaking violates the competent limit. The de minimis aid received legally prior to the merger or acquisition, shall remain lawful.

9.  In case an undertaking is demerged into two or more separate companies, the de minimis aid granted prior to the demerger is considered in favor of the company that received such aid that is usually the company that has undertaken the activities for which the de minimis aid was used. In the event such calculation is not possible, the de minimis aid shall be allocated pro rata on the basis of the accounting value of the new undertakings’ own funds as at the actual date of demerger. [↑](#footnote-ref-5)