V

(Announcements)

ADMINISTRATIVE PROCEDURES

EUROPEAN PARLIAMENT

Call for proposals (No IX-2023/02)
'GRANTS TO EUROPEAN POLITICAL FOUNDATIONS'

(2022/C 203/03)

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A. INTRODUCTION AND LEGAL FRAMEWORK

1. Under Article 10(4) of the Treaty on European Union, 'political parties at European level contribute to forming European political awareness and to expressing the will of citizens of the Union'.

2. In accordance with Article 224 of the Treaty on the Functioning of the European Union, the European Parliament and the Council lay down the regulations governing political parties at European level and in particular the rules regarding their funding. These rules are laid down in Regulation (EU, Euratom) No 1141/2014 of the European Parliament and of the Council of 22 October 2014 on the statute and funding of European political parties and European political foundations ([1]), as subsequently amended.

([1]) OJ L 317, 4.11.2014, p. 1. Two amendments were published in OJ L 114 I, 4.5.2018, p. 1, and in OJ L 85 I, 27.3.2019, p. 7.

3. Pursuant to Article 2(4) of Regulation (EU, Euratom) No 1141/2014, a European political foundation is 'an entity which is formally affiliated with a European political party, which is registered with the Authority in accordance with the conditions and procedures laid down in this Regulation, and which through its activities, within the aims and fundamental values pursued by the Union, underpins and complements the objectives of the European political party'.

4. Pursuant to Article 17(2) of Regulation (EU, Euratom) No 1141/2014, a European political foundation which is affiliated with a European political party eligible to apply for funding under Article 17(1) of the regulation, which is registered in accordance with the conditions and procedures laid down in the regulation, and which is not in one of the situations of exclusion referred to in Article 136(1) of the Financial Regulation may apply for funding from the general budget of the European Union, in accordance with the terms and conditions published by the Authorising Officer of the European Parliament in a call for proposals.

5. Hence, the European Parliament is launching this call for proposals with a view to awarding grants to European political foundations ('call').

6. The basic legal framework is defined in the following legal acts:

   a) Regulation (EU, Euratom) No 1141/2014;

   b) Decision of the Bureau of the European Parliament of 1 July 2019, laying down the procedures for implementing Regulation (EU, Euratom) No 1141/2014 of the European Parliament and of the Council on the statute and funding of European political parties and European political foundations ([2]) ('Bureau Decision of 1 July 2019');

   c) Regulation (EU, Euratom) 2018/1046 of the European Parliament and of the Council of 18 July 2018 on the financial rules applicable to the general budget of the Union, amending Regulations (EU) No 1296/2013, (EU) No 1301/2013, (EU) No 1303/2013, (EU) No 1304/2013, (EU) No 1309/2013, (EU) No 1316/2013, (EU) No 223/2014, (EU) No 283/2014, and Decision No 541/2014/EU and repealing Regulation (EU, Euratom) No 966/2012 ([3]) ('Financial Regulation');

   d) Commission Delegated Regulation (EU, Euratom) 2015/2401 of 2 October 2015 on the content and functioning of the Register of European political parties and foundations ([4]);

   e) Commission Implementing Regulation (EU) 2015/2246 of 3 December 2015 on detailed provisions for the registration number system applicable to the register of European political parties and European political foundations and information provided by standard extracts from the register ([5]);

   f) European Parliament's Rules of Procedure ([6]).

   The European Commission has presented on 25 November 2021 a proposal ([7]) (recast) for the revision of Regulation (EU, Euratom) No 1141/2014. The Council and the European Parliament may approve the amendments to the regulation before or during the 2023 financial year. The entry into force of the new regulation before or during the year 2023 may trigger relevant changes in the basic legal framework for the funding for the 2023 financial year, which may require a technical corrigendum to this call.

B. **OBJECTIVE OF THE CALL**

7. The objective of this call is to invite registered European political foundations to submit applications for funding from the Union budget ('funding applications').

([2]) OJ C 249, 25.7.2019, p. 2.
([3]) OJ L 193, 30.7.2018, p. 1.
([4]) OJ L 333, 19.12.2015, p.50.
([5]) OJ L 318, 4.12.2015, p. 28.
([6]) European Parliament's Rules of Procedure of September 2021.
([7]) COM(2021) 734 final, 2021/0375(COD).

C. **PURPOSE, CATEGORY AND FORM OF FUNDING**

8. The purpose of the funding is to support the European political foundations' work programme for the financial year from 1 January 2023 to 31 December 2023 under the terms and conditions set out in the grant agreement to be concluded between the beneficiary European political foundation and the European Parliament.

9. The category of the funding is the grant to European political foundations, pursuant to Title VIII of the Financial Regulation ('grant'). The grant takes the form of a reimbursement of a percentage of eligible costs actually incurred.

10. The maximum amount paid to the beneficiary by the European Parliament shall neither exceed 95 % of the eligible costs indicated in the estimated budget nor 95 % of the eligible costs actually incurred.

D. **BUDGET AVAILABLE**

11. The foreseen funding for the financial year 2023 under Article 403 of the European Parliament's budget 'Funding of European political foundations' amounts to EUR 23 000 000 as adopted by the European Parliament in its draft estimates. The available appropriations to be distributed will be established by the budgetary authority in the final approved budget for the year 2023.

E. **ADMISSIBILITY REQUIREMENTS FOR FUNDING APPLICATIONS**

12. Funding applications will be admissible if they

    a) are submitted in writing using the application form as annexed to this call, including all supporting documents required therein;

    b) contain the commitment, expressed in writing by signing the declaration form which is annexed to the present call, that the applicant agrees to the terms and conditions as well as to the exclusion criteria specified in Annex 1b to the Bureau Decision of 1 July 2019;

    c) contain a letter of a legal representative certifying the authorization to undertake legal obligations on behalf of the applicant;

    d) are sent to the President of the European Parliament **by 30 September 2022,** preferably in pdf format, as electronic copy or as electronic original (containing qualified electronic signature[1]), to the following functional mailbox: fin.part.fond.pol@europarl.europa.eu;

    Applications' documents have to bear either handwritten signatures or qualified electronic signatures (QES), the latter in compliance with the Electronic Identification and Trust Services (eIDAS) Regulation ([8]).

    If applications are electronically submitted and where certain pieces of documentation bear handwritten signatures, the applicant shall keep and produce any original, in whole or in part, upon request of the European Parliament's services and send those originals to the following physical address:

President of the European Parliament
Attn. Mr Didier Kléthi, Director-General of Finance
ADENAUER 04T003
L-2929 Luxembourg
LUXEMBOURG

([8]) Regulation (EU) no 910/2014 of the European Parliament and of the Council of 23 July 2014 on electronic identification and trust services for electronic transactions in the internal market and repealing Directive 1999/93/EC (OJ L 257, 28.8.2014, p. 73).

13. Where, pursuant to Article 4(2) of the Bureau Decision of 1 July 2019, the applicant is invited by the authorising officer by delegation to submit original supporting documents or clarifications in paper form as regards the application, the former shall use the physical address indicated in paragraph 12. Electronic documents signed with the qualified electronic signature are also accepted and shall be sent to the functional mailbox: fin.part.fond.pol@europarl.europa.eu.

    Any other correspondence as regards the application shall follow by using the functional mailbox indicated above

14. Applications assessed as incomplete may be rejected.

F. **CRITERIA FOR EVALUATION OF FUNDING APPLICATIONS**

F.1 **Exclusion criteria**

15. Applicants shall be excluded from funding procedure, if they are:

    a) in one of the situations of exclusion referred to in Article 136(1), 136(2) or 141 of the Financial Regulation;

    b) subject of any of the sanctions provided for in Article 27(1) and in points (v), (vi) and (vii) of Article 27(2)(a)of Regulation (EU, Euratom) No 1141/2014 .

F.2 **Eligibility criteria**

16. In order to be eligible for Union funding, applicants must satisfy the conditions laid down in Articles 17 and 18 of Regulation (EU, Euratom) No 1141/2014, i.e. the applicant

    a) must be registered with the Authority for European political parties and European political foundations ([9]) (the 'Authority') in accordance with Regulation (EU, Euratom) No 1141/2014;

    b) must be affiliated to a European political party fulfilling all criteria for being awarded a contribution to European political parties ([10]);

    c) must comply with the obligations listed in Article 23 of Regulation (EU, Euratom) No 1141/2014, i.e. it must have submitted the annual financial statements ([11]), external audit report and the list of donors and contributors, as specified therein.

F.3 **Selection criteria**

17. Pursuant to Article 198 of the Financial Regulation 'the applicant shall have stable and sufficient sources of funding to maintain his or her activity throughout the period for which the grant is awarded and to participate in its funding ("financial capacity"). The applicant shall have the professional competencies and qualifications required to complete the proposed action or work programme unless specifically provided otherwise in the basic act ("operational capacity")'.

F.4 **Award criteria and distribution of funding**

18. In accordance with Article 19 of Regulation (EU, Euratom) No 1141/2014, the respective available appropriations shall be distributed annually. They shall be distributed among the European political foundations whose applications for funding have been approved in the light of the eligibility and exclusion criteria, on the basis of the following distribution key:

    a) 10 % will be distributed in equal shares among the beneficiary European political foundations;

    b) 90 % will be distributed among the beneficiary European political foundations in proportion to the share of elected members of the European Parliament of the beneficiary European political parties to which the applicants are affiliated.

([9]) Established pursuant to Article 6 of Regulation (EU, Euratom) No 1141/2014.
([10]) Pursuant to Title XI of Financial Regulation.
([11]) Unless the applicant was not subject to the control under Article 23 of Regulation (EU, Euratom) No 1141/2014 (for example: newly created, etc.).

G. **SHARED CONTROL BY EUROPEAN PARLIAMENT AND AUTHORITY**

19. Article 24(1) and (2) ([12]) of Regulation (EU, Euratom) No 1141/2014 foresee shared control between the European Parliament and the Authority.

20. Where pursuant to Regulation (EU, Euratom) No 1141/2014, the Authority is competent for controlling compliance with the provisions of that Regulation, the European Parliament will forward the funding applications to the Authority.

21. At all stages of the [award] procedure, applicants continue to be required by Article 24(4) of Regulation (EU, Euratom) No 1141/2014 to provide, upon request of the Authority, any information necessary for the purpose of carrying out the controls for which it is responsible. This may include in particular documentation or clarifications additional to the funding applications, to be submitted in the format specified by the Authority.

22. The Authority will communicate to the European Parliament the result of its controls and verifications.

H. **TERMS AND CONDITIONS**

23. Applicants are obliged to notify the European Parliament of any changes as regards the documents submitted or any information referred to in the application within two weeks of such a change. Failing such notification, the authorising officer may decide on the basis of the information available, notwithstanding any information provided at a later stage or published through other channels.

24. In respect to the condition that the applicant continues to fulfil the criteria for funding, the burden of proof rests with the applicant.

25. The terms and conditions as regards Union funding to be awarded under this call are laid down in Annex 1b to the Bureau Decision of 1 July 2019.

26. Each applicant shall accept the terms and conditions referred to in paragraph 25 of this call, by signing the declaration form, which is annexed to the present call. These terms and conditions bind the beneficiary to whom the funding is awarded and are stipulated in the grant agreement.

I. **TIMING**

27. The deadline for submitting the funding applications is **30 September 2022**.

28. The Authorising Officer of the European Parliament shall adopt a decision within three months after the closure of the call for proposals. Following that decision, individual decisions signed by the President of the European Parliament are notified to the applicants.

([12]) Article 24(1)-(2) of Regulation (EU, Euratom) No 1141/2014 - General rules on control:

'1. Control of compliance by European political parties and European political foundations with their obligations under this Regulation shall be exercised, in cooperation, by the Authority, by the Authorising Officer of the European Parliament and by the competent Member States.

2. The Authority shall control compliance by European political parties and European political foundations with their obligations under this Regulation, in particular in relation to Article 3, points (a), (b), and (d) to (f) of Article 4(1), points (a) to (e) and (g) of Article 5(1), Article 9(5) and (6), and Articles 20, 21 and 22.

The Authorising Officer of the European Parliament shall control compliance by European political parties and European political foundations with the obligations relating to Union funding under this Regulation in accordance with the Financial Regulation. In carrying out such controls, the European Parliament shall take the necessary measures in the fields of the prevention of and the fight against fraud affecting the financial interests of the Union.'

29. It is foreseen that successful applicants will receive in January 2023 the draft grant agreement to be signed by them and that rejected applicants will be informed at the same time. The grant agreement could be signed by qualified electronic signature (QES). The payment of the pre-financing shall take place within 30 days following the subsequent signature of the grant agreement on behalf of the European Parliament.

J. **DISCLOSURE AND PROCESSING OF PERSONAL DATA**

30. The European Parliament and the Authority shall publish, including on the internet, information pursuant to Article 32 of Regulation (EU, Euratom) No 1141/2014.

31. Any personal data collected in the context of the present call shall be processed in accordance with the provisions of Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC ([13]) and pursuant to Article 33 of Regulation (EU, Euratom) No 1141/2014.

32. Such data shall be processed for the purpose of evaluating the funding applications and safeguarding the financial interests of the Union. This is without prejudice to the possible transfer of this data to the bodies responsible for carrying out verification and audit tasks in accordance with Union law, such as internal audit services of the European Parliament, the Authority, the European Public Prosecutor's Office (EPPO), the European Court of Auditors, or the European Anti-Fraud Office (OLAF).

33. On the basis of a written request, any natural person related to the beneficiary may obtain access to his or her personal data and rectify any inaccurate or incomplete data. The request concerning the processing of his or her personal data may be submitted to the European Parliament's Directorate-General for Finance or the European Parliament's Data Protection Officer. The person concerned may, at any time, lodge a complaint to the European Data Protection Supervisor concerning the processing of his or her personal data.

34. Personal data may be registered in the Early Detection and Exclusion System by the European Parliament, should the beneficiary be in one of the situations mentioned in Article 136(1) and 141 of the Financial Regulation.

K. **OTHER INFORMATION**

35. Any questions relating to this call should be sent by e-mail, quoting the publication reference, to the following functional mailbox address: fin.part.fond.pol@europarl.europa.eu

36. The basic legislation specified in paragraph 6(b) of this call and the funding application form annexed to this call are available on the European Parliament's internet site (http://www.europarl.europa.eu/tenders/invitations.htm)

Annex: Funding application form, including the financial identification form, the declaration on the terms and conditions as well as the exclusion criteria, the model of estimated budget and the declaration that the application is submitted through the affiliated European political party.

([13]) OJ L 295, 21.11.2018, p 39.

ANNEX a

FUNDING APPLICATION FORM

GRANTS [1] **TO EUROPEAN POLITICAL FOUNDATIONS**

FOR FINANCIAL YEAR [INSERT]

COMPOSITION OF FUNDING APPLICATION

The following table is intended to help you prepare your funding application. It can be used as a checklist to make sure that you have included all the requisite documents.

Document number	Documents to be supplied	
	Documents which must be supplied but are not included in this model of the funding application	
1.	Covering letter indicating the grant amount requested for financial year n signed by the legal representative	☐
2.	Letter of a legal representative certifying the authorization to undertake legal obligations on behalf of the applicant	☐
3.	List of the persons having powers of representation, decision-making or control over the applicant organisation, like the President, members of the Board, Secretary-general, Treasurer [2]	☐
4.	Proof of registration by the Authority at the date of funding application (only for applicants for which the decision for registration is not yet publicly available, i.e. not yet published on the website of the Authority or in the Official Journal)	☐
5.	Work programme	☐
6.	Only in case of a new applicant which could not fulfil the conditions set by Article 23(1) of Regulation (EU, Euratom) No 1141/2014: the most recent audited financial statements prepared by a professional accountant	☐
	Documents which must be supplied and are included in this model of the funding application	
7.	Financial identification form (only in case of a new applicant, or in case of changes of name, address or bank account)	☐
8.	Declaration on general terms and conditions as well as exclusion criteria	☐
9.	Balanced estimated budget	☐
10.	Declaration that the application is submitted through the affiliated European political party	☐

[1] The category of the funding is the operating grant, pursuant to Title VIII of the Financial Regulation (OJ L 193, 30.7.2018, p. 1).
[2] For example with reference to relevant provisions of the statutes of the applicant, where applicable.

FINANCIAL IDENTIFICATION FORM

LEGAL ENTITY
PRIVATE COMPANY

Title / LEGAL FORM

NAME (S)

ABBREVIATION

ADDRESS Street

Number Postcode

Town / City Country

VAT-Number

PLACE OF REGISTRATION

/ /

PHONE FAX

E-MAIL

A copy of some official document showing the name of the legal entity, the registration address, the VAT number and the registration number given by the national authorities must be attached.

ACCOUNT NAME

ACCOUNT NAME
(The name under which the account has been opened)

ADDRESS Street

Number Postcode

Town / City Country

BANK

IBAN
(Obligatory, if the IBAN Code exists in the country where your bank is established)

SWIFT CODE (BIC) CURRENCY

ACCOUNT NUMBER
(National Format)

BANK NAME

ADDRESS Street

Number Postcode

Town / City Country

BANK STAMP + SIGNATURE OF BANK REPRESENTATIVE * :

DATE + SIGNATURE OF ACCOUNT HOLDER
(Obligatory)

* It is preferable to attach a copy of recent bank statement. Please note that the bank statement has to provide all the information listed above under 'ACCOUNT NAME' and 'BANK'. In this case, the stamp of the bank and the signature of the bank's representative are not required. The signature of the account-holder is obligatory in all cases.

DECLARATION ON GENERAL TERMS AND CONDITIONS AS WELL AS EXCLUSION CRITERIA

I, the undersigned, the legal representative of [insert applicant's name] certify that:

— I have read and agree to the General Terms and Conditions as stipulated in the model grant agreement,

— the applicant is not in one of the situations referred to in Article 136(1)(*) and 141(*) of Regulation (EU, Euratom) 2018/1046 of the European Parliament and of the Council ('Financial Regulation') ([3]),

— the applicant is not subject of any of the sanctions provided for in Article 27(1)(*) and in points (v), (vi) and (vii) of Article 27(2)(a)(*) of Regulation (EU, Euratom) No 1141/2014 ([4]) of the European Parliament and of the Council,

— the applicant organisation has the financial and organisational capacity to implement the grant agreement,

— the information supplied in this application and its annexes is accurate and no information has been withheld, either in full or in part, from the European Parliament.

Authorised signature:

Title (Mrs, Mr, Prof...), name and forename:	
Function in the organisation applying for funding:	
Place/Date:	
Signature:	

(*) The Articles listed above are referred to below:

Article 136(1) of the Financial Regulation:

The authorising officer responsible shall exclude a person or entity referred to in Article 135(2) from participating in award procedures governed by this Regulation or from being selected for implementing Union funds where that person or entity is in one or more of the following exclusion situations:

(a) the person or entity is bankrupt, subject to insolvency or winding-up procedures, its assets are being administered by a liquidator or by a court, it is in an arrangement with creditors, its business activities are suspended, or it is in any analogous situation arising from a similar procedure provided for under Union or national law;

(b) it has been established by a final judgment or a final administrative decision that the person or entity is in breach of its obligations relating to the payment of taxes or social security contributions in accordance with the applicable law;

(c) it has been established by a final judgment or a final administrative decision that the person or entity is guilty of grave professional misconduct by having violated applicable laws or regulations or ethical standards of the profession to which the person or entity belongs, or by having engaged in any wrongful conduct which has an impact on its professional credibility where such conduct denotes wrongful intent or gross negligence, including, in particular, any of the following:

(i) fraudulently or negligently misrepresenting information required for the verification of the absence of grounds for exclusion or the fulfilment of eligibility or selection criteria or in the implementation of the legal commitment;

(ii) entering into agreement with other persons or entities with the aim of distorting competition;

(iii) violating intellectual property rights;

(iv) attempting to influence the decision-making of the authorising officer responsible during the award procedure;

([3]) OJ L 193, 30.7.2018, p. 1.
([4]) OJ L 317, 4.11.2014, p. 1.

(v) attempting to obtain confidential information that may confer upon it undue advantages in the award procedure;

(d) it has been established by a final judgment that the person or entity is guilty of any of the following:

(i) fraud, within the meaning of Article 3 of Directive (EU) 2017/1371 of the European Parliament and of the Council and Article 1 of the Convention on the protection of the European Communities' financial interests, drawn up by the Council Act of 26 July 1995;

(ii) corruption, as defined in Article 4(2) of Directive (EU) 2017/1371 or active corruption within the meaning of Article 3 of the Convention on the fight against corruption involving officials of the European Communities or officials of Member States of the European Union, drawn up by the Council Act of 26 May 1997, or conduct referred to in Article 2(1) of Council Framework Decision 2003/568/JHA), or corruption as defined in other applicable laws;

(iii) conduct related to a criminal organisation as referred to in Article 2 of Council Framework Decision 2008/841/JHA;

(iv) money laundering or terrorist financing within the meaning of Article 1(3), (4) and (5) of Directive (EU) 2015/849 of the European Parliament and of the Council;

(v) terrorist offences or offences linked to terrorist activities, as defined in Articles 1 and 3 of Council Framework Decision 2002/475/JHA, respectively, or inciting, aiding, abetting or attempting to commit such offences, as referred to in Article 4 of that Decision;

(vi) child labour or other offences concerning trafficking in human beings as referred to in Article 2 of Directive 2011/36/EU of the European Parliament and of the Council;

(e) the person or entity has shown significant deficiencies in complying with main obligations in the implementation of a legal commitment financed by the budget which has:

(i) led to the early termination of a legal commitment;

(ii) led to the application of liquidated damages or other contractual penalties; or

(iii) been discovered by an authorising officer, OLAF or the Court of Auditors following checks, audits or investigations;

(f) it has been established by a final judgment or final administrative decision that the person or entity has committed an irregularity within the meaning of Article 1(2) of Council Regulation (EC, Euratom) No 2988/95);

(g) it has been established by a final judgment or final administrative decision that the person or entity has created an entity in a different jurisdiction with the intent to circumvent fiscal, social or any other legal obligations in the jurisdiction of its registered office, central administration or principal place of business;

(h) it has been established by a final judgment or final administrative decision that an entity has been created with the intent referred to in point (g).

Article 141(1) of the Financial Regulation:

The authorising officer responsible shall reject from an award procedure a participant who:

(a) is in an exclusion situation established in accordance with Article 136;

(b) has misrepresented the information required as a condition for participating in the procedure or has failed to supply that information;

(c) was previously involved in the preparation of documents used in the award procedure where this entails a breach of the principle of equality of treatment, including distortion of competition, that cannot be remedied otherwise.

In accordance with Article 18(2) of Regulation (EU, Euratom) No 1141/2014, the applicant may not be the subject of any of the sanctions provided for in Article 27(1) and in points (a)(v), (vi) and (vii) of Article 27(2).

Regulation (EU, Euratom) No 1141/2014 - Article 27(1):

In accordance with Article 16, the Authority shall decide to remove a European political party or a European political foundation from the Register by way of sanction in any of the following situations:

(a) where the party or foundation in question has been found by a judgment having the force of res judicata to have engaged in illegal activities detrimental to the financial interests of the Union as defined in Article 106(1) of the Financial Regulation;

(b) where it is established, in accordance with the procedures set out in Article 10(2) to (5), that it no longer fulfils one or more of the conditions set out in Article 3(1) or (2);

(ba) where a decision to register the party or foundation in question is based on incorrect or misleading information for which the applicant is responsible, or where such a decision has been obtained by deceit; or

(c) where a request by a Member State for de-registration on grounds of serious failure to fulfil obligations under national law meets the requirements set out in point (b) of Article 16(3).

Regulation (EU, Euratom) No 1141/2014 - Article 27(2)(a)(v), (vi) and (vii):

The Authority shall impose financial sanctions in the following situations:

(a) non-quantifiable infringements:

(v) where a European political party or a European political foundation has been found by a judgment having the force of res judicata to have engaged in illegal activities detrimental to the financial interests of the Union as defined in Article 106(1) of the Financial Regulation;

(vi) where the European political party or the European political foundation concerned has at any time intentionally omitted to provide information or has intentionally provided incorrect or misleading information, or where the bodies authorised by this Regulation to audit or conduct checks on the beneficiaries of funding from the general budget of the European Union detect inaccuracies in the annual financial statements which are regarded as constituting material omissions or misstatements of items in accordance with the international accounting standards defined in Article 2 of Regulation (EC) No 1606/2002

(vii) where, in accordance with the verification procedure provided for in Article 10a, it is established that a European political party or a European political foundation has deliberately influenced or attempted to influence the outcome of elections to the European Parliament by taking advantage of an infringement of the applicable rules on the protection of personal data.

ANNEX b

ESTIMATED BUDGET

Costs				**Revenue**		
Eligible costs	Budget	Actual			Budget	Actual
A.1: **Personnel costs** 1. Salaries 2. Contributions 3. Professional training 4. Staff missions expenses 5. Other personnel costs				D.1 Dissolution of 'Provision to cover eligible costs of the first quarter of year N'	n/a	
				D.2 European Parliament funding awarded for year N		
				D.3 Member contributions		
				3.1 from member organisations 3.2 from individual members		
A.2: **Infrastructure and operating costs** 1. Rent, charges and maintenance costs 2. Costs relating to installation, operation and maintenance of equipment 3. Depreciation of movable and immovable property 4. Stationery and office supplies 5. Postal and telecommunications charges 6. Printing, translation and reproduction costs 7. Other infrastructure costs				D.4 Donations		
				D.5 Other own resources		
				(to be specified)		
A.3: **Administrative costs** 1. Documentation costs (newspapers, press agencies, databases) 2. Costs of studies and research 3. Legal costs 4. Accounting and audit costs 5. Miscellaneous administrative costs 6. Support to third parties						
A.4: **Meetings and representation costs** 1. Costs of meetings 2. Participation in seminars and conferences 3. Representation costs 4. Costs of invitations 5. Other meeting-related costs						

A.5: **Information and publication costs** 1. Publication costs 2. Creation and operation of internet sites 3. Publicity costs 4. Communications equipment (gadgets) 5. Seminar and exhibitions 6. Other information-related costs						
A.6: **Allocation to 'Provision to cover eligible costs of the first quarter of year N+1'**						
A. TOTAL ELIGIBLE COSTS						
Ineligible costs 1. Allocations to other provisions 2. Financial charges 3. Exchange losses 4. Doubtful claims on third parties 5. Others (to be specified) 6. Contributions in kind						
B. TOTAL INELIGIBLE COSTS						
C. TOTAL COSTS				D.6. Interest from pre-financing		
				D.7. Contributions in kind		
				D. TOTAL REVENUE		
				E. Profit/Loss (D-C)		
F. Allocation of own resources to the reserve account						
G. Profit/Loss for verifying compliance with the no-profit rule (E-F)						

DECLARATION THAT THE APPLICATION IS SUBMITTED THROUGH AFFILIATED EUROPEAN POLITICAL PARTY

I, the undersigned, the legal representative of [insert party's name], declare that, pursuant to Article 18(5) of Regulation (EU, Euratom) No 1141/2014, the present application for funding of [insert applicant's name] for the financial year 2023 is submitted through its affiliated European political party[insert affiliated European political party name].

Authorised signature:

Title (Mrs, Mr, Prof...), name and forename:	
Function in the European political party:	
Place/Date:	
Signature:	