# JUST/2013 - Action grants - Partner Declaration Form

Please select ☒ the type of the Partner organisation and complete this form accordingly. Once completed **a printed original have to be signed** by the authorised signatory of the Partner organisation **and sent to the Coordinator** organisation. A scanned version of the signed original should be attached to the Grant Application Form and uploaded in PRIAMOS. Please make sure that you have read the terms and conditions governing the grants and that the content of your declaration is in line with the other parts of the Application Package.

☐ **CO-BENEFICIARY PARTNER**
**(partner receiving funding)**
**Fill in all sections of the form and sign declaration for Co-beneficiary partners**

**OR (please do not mark both)**

☒ **ASSOCIATE PARTNER**
**(partner not receiving funding)**
**Fill in sections 1. - 10. of the form and sign declaration for Associate partners**

**NOT VALID IF NOT SIGNED!**

1. Title of the project and name of the Co-ordinator organisation

**ACTIVE Roma (Active Children Towards Inclusive Valuable Environments)- UNAR Ufficio Nazionale Antidiscriminazione Razziale Dipartimento Pari Opportunità - Presidenza del Consiglio dei Ministri**

2. Partner organisation: Full legal name in original language and in English (if applicable), address and country of registered office/seat

**Municipality of Helsinki/Youth Department**

3. Legal form

4. Is your organisation profit or non-profit making? **not for profit**

5. Contact person responsible for the application: name, contact address, telephone, e-mail

Marko Stenroos, Helsinki City Youth Department, P. O. B. 5000,
00099 CITY OF HELSINKI. +358 (0)41051210 732, marko.stenroos@hel.fi

6. Profile of the Partner organisation: objectives and regular activities/ usual source of finance/Shareholders and organisational structure

The mission of the Youth Department is to support young people's life choices and their sense of responsibility as well as to increase their participation. In the first place this means creating the prerequisites for moral and ideological growth; secondly it means facilitating their skills, motivation and experiences in civic interaction, and thirdly it means shouldering responsibilities for young people's social risks and place in society.

The City of Helsinki is the biggest municipal actor in youth affairs in Finland

Within the City of Helsinki's organisation, the Youth Department forms part of the education activities as do all education and adult education related departments - formal and informal learning fall under the responsibilities of the same Deputy Mayor. In total the City of Helsinki employs nearly 40,000 people of whom nearly 400 work in the Youth Department. The Youth Department budget is around Me 23.

The Youth Department is governed by the politically-appointed committee. The Youth Affairs Committee has nine members with a period of office of four years.

7. Experience of similar actions, in relation to role in the implementation of the proposed action

Helsinki city youth department is specialized on empowering youth and developes means to increase youth participation.

8. History of cooperation with the Coordinator organisation

No previous history.

9. Partner organisation's contribution to the project (detailed description of tasks, responsibilities and input to the project)

The City of Helsinki will be involved in the implementation of the activities. In particular, the City will support the project in the implementation of the following activities envisaged under W3
It will support the project in the activity of mutual learning and benchmark.
It will also support the organization of study-visit, if selected, and will also participate in the similar study visits organized by the partner of the project.
It will also participate to the Final conference by providing the results of the implementation on

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the activities in their territories (W4).

10. Describe the staff involved in the project (if applicable)

Sections 11-13 to be filled in by **CO-BENEFICIARY PARTNER only**

| | |
|---|---|
| 11. Registration number (given by national authorities) | |
| 12. Date of registration/foundation | |
| 13. VAT number | |

## Declaration of CO-BENEFICIARY PARTNER

**I, the undersigned, authorised to represent the Co-beneficiary Partner organisation declare** that I have read the entire project proposal, discussed it with the Co-ordinator organisation and the other Partners(if applicable) and given my agreement to it.
**I certify** that the information contained in this Declaration is correct and complete and that the Partner has not received any other Union funding to carry out the action which is the subject of this grant application.
**I certify on my honour** that the Partner is not in one of the situations outlined in Articles 106(1) and 107 of Regulation (EU, EURATOM) No 966/2012 of the European Parliament and of the Council of 25 October 2012 on the financial rules applicable to the general budget of the Union[1] (Financial Regulation) that would exclude it from receiving Union grants and accordingly **declare** that:

a) the Partner is not bankrupt or being wound up, is not having its affairs administered by the courts, has not entered into an arrangement with creditors, has not suspended business activities, is not the subject of proceedings concerning those matters, and is not in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
b) the Partner has not been convicted of an offence concerning professional conduct by a judgment of a competent authority of a Member State which has the force of *res judicata*;
c) the Partner has not been guilty of grave professional misconduct proven by any means which the Commission can justify, including by decision of the EIB and international organisations;
d) the Partner is in compliance with its obligations relating to the payment of social security contributions and the payment of taxes in accordance with the legal provisions of the country in which it is established and with those of Belgium, as well as those of the country(ies) where the action is to be implemented;
e) the Partner has not been the subject of a judgment which has the force of *res judicata* for fraud, corruption, involvement in a criminal organisation, money laundering or any other illegal activity, where such illegal activity is detrimental to the Union's financial interests;
f) the Partner is not currently subject to an administrative penalty for: being guilty of misrepresentation in supplying the information required by the Commission as a condition of participation in a procurement or grant award procedure or for failing to supply this information; or having been declared to be in serious breach of its obligations under grant agreements or a contracts financed by the Union budget;
g) the Partner has no conflict of interest in connection with the action; a conflict of interest could arise in particular as a result of economic interests, political or national affinity, family, emotional life or any other shared interest;
h) the Partner will inform the Commission via the Coordinator without delay, of any situation considered a conflict of interest or which could give rise to a conflict of interest;
i) the Partner has not granted and will not grant, has not sought and will not seek, has not attempted and will not attempt to obtain, and has not accepted and will not accept any advantage, financial or in kind, to or from any party whatsoever, where such advantage constitutes an illegal practice or involves corruption, either directly or indirectly, in as much as it is an incentive or reward relating to award of the grant;
j) the Partner provided accurate, sincere and complete information to the Commission within the context of this grant award procedure;
k) *(Only applicable for legal persons other than Member States and local authorities)* the natural persons with power of representation, decision-making or control[2] over the Partner are not in the situations referred to in b) and e) above,

**I acknowledge** that the Partner may be subject to administrative and financial penalties[3] if any of the declarations or information provided proves to be false.
**I certify** that the Partner is fully eligible in accordance with the criteria set out in the specific call for proposals.
**I certify** that the Partner has the financial and operational capacity to carry out the proposed action.
If selected to be awarded a grant, the Partner accepts the standard conditions as laid down in the grant agreement publicly available.

[1] OJ 2012 L298, p.1.
[2] This covers the company directors, members of the management or supervisory bodies, and cases where one natural person holds a majority of shares.
[3] As provided for in Article 109 of the Financial Regulation (EU, Euratom) No 966/2012 and Article 145 of the Rules of Application of the Financial Regulation (Commission Delegated Regulation (EU) No 1268/2012).

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**ACTIVE Roma (Active Children Towards Inclusive Valuable Environments)- UNAR Ufficio Nazionale Antidiscriminazione Razziale Dipartimento Pari Opportunità - Presidenza del Consiglio dei Ministri**

2. Partner organisation: Full legal name in original language and in English (if applicable), address and country of registered office/seat

**Municipality of Helsinki/Youth Department**

I further **declare** that the Partner is directly responsible for the management and coordination, preparation and implementation of the activities contained in this application and is not under any circumstances acting as an intermediary.
I **declare** that the Partner is fully aware of its obligation to inform via the Coordinator, without delay, the Directorate-General Justice of the European Commission to whom this application must be submitted, if an identical application for funding made to any other European Commission Directorate-General or other European Union institution/body or agency has been awarded funding after the submission of this grant application.

**I also declare that the** Partner
- undertakes to perform the tasks allocated and according to the work plan and timetable of the project;
- will contribute the amounts specified in Budget Form to the project (*only applicable if the Partner organisation contributes financially to the project budget*);
- if the proposal is selected to be awarded a grant, accepts
  - to give power of attorney to the Coordinator, to act in its name and on its behalf in signing the Grant Agreement and its possible riders with the Commission;
  - that the Commission shall, subject to payment arrangements, pay the grant in full to the Coordinator which is entitled to receive funds from the Commission and distribute the amounts corresponding to the partners' participation in the action;
  - in advance on-the-spot checks and inspections by Commission departments, the European Anti-fraud Office(OLAF) and the European Court of Auditors.

Authorised signatory legally representing the **CO-BENEFICIARY Partner** organisation

**Title, name and position**

**Date:.....Signature: .....**

## Declaration of ASSOCIATE PARTNER

**I, the undersigned, authorised to represent the Associate Partner organisation certify** on my honour that
1. the information contained in this Declaration is correct and complete;
2. the Partner organisation has not received any other Union funding to carry out the action which is the subject of the grant application referred to under Point 1. of this document;
3. I have read the entire project proposal, discussed it with the Coordinator and the other Partners (if applicable) and given my agreement to it and accordingly declare that the Partner organisation undertakes
   - to perform the tasks allocated and according to the work plan and timetable of the project and
   - to contribute the amounts specified in Budget Form to the project (*only applicable if the Partner organisation contributes financially to the project budget*).

Authorised signatory legally representing the **ASSOCIATE Partner** organisation

**Title, name and position** **Director Tommi Laitio/Helsinki City Youth Department**

**Date:.....Signature: .....**

Your reply to the grant application will involve the recording and processing of personal data (such as your name, address and CV), which will be processed pursuant to Regulation (EC) No 45/2001 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data. Unless indicated otherwise, your replies to the questions in this form and any personal data requested are required to assess your grant application in accordance with the specifications of the call for proposals and will be processed solely for that purpose by the Data protection officer in Directorate General Justice. Details concerning the processing of your personal data are available on the privacy statement at the page:
http://ec.europa.eu/dataprotectionofficer/privacystatement_publicprocurement_en.pdf.
Your personal data may be registered in the Early Warning System (EWS) only or both in the EWS and Central Exclusion Database (CED) by the Accounting Officer of the Commission, should you be in one of the situations mentioned in:
- the Commission Decision 2008/969 of 16.12.2008 on the Early Warning System (for more information see the Privacy Statement on: http://ec.europa.eu/budget/contracts_grants/info_contracts/legal_entities/legal_entities_en.cfm), or
- the Commission Regulation 2008/1302 of 17.12.2008 on the Central Exclusion Database (for more information see the Privacy Statement on: http://ec.europa.eu/budget/explained/management/protecting/protect_en.cfm)