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**SUPPORT TO CIRCULAR SMEs**

**APPLICATION FORM – ENGLISH**

To apply submit your application online through the link: <https://oxfamjordan.surveycto.com/collect/eu__subgrant_applications?caseid>=

**Local innovative solutions for an inclusive green growth in Jordan**

NDICI-GEO-NEAR/2022/439-584

funded by the European Union and the Italian Buddhist Union

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| --- | --- | --- |
| **A** | **GENERAL INFORMATION FOR APPLICATION** | |
|  | **Enterprise’s Official Name**  *Indicate the official name of the company as it appears in its registration/official documents* | *Short text* |
|  | **Name of legal representative** | *Short text* |
|  | **Tel. number** | *Tel. number* |
|  | **E-mail**  *Please indicate a valid e-mail address. Kindly not that any communication related to this application will be sent to this e-mail address.* | *E-mail address* |
|  | **Address**  *Indicate the official address of the company. In case of multiple seats, you can include them.*  *Please note that only enterprises registered in Jordan will be considered.* | *Short text* |
|  | **Enterprise type**  *Indicate the type of company (ex. ltd, etc.)* | *Short text* |
|  | **Solid/Organic waste sector**  *Is your company active in the field of solid-waste and/or organic-waste sectors contributing to resource efficiency?* | * **YES** * **NO** |
|  | **Locations of operation**  *Indicate the places where your company sells its products/services.* | *Governorates* |
|  | **Prioritization** | Please select all that apply   * Based or initiated in the Governorate of Mafraq * Work/operate in the Governorate of Mafraq * None |
|  | **Previous or current EU funding**  *Select the option that applies to your enterprise.* | *Single select*   * I have received funding from the European Union in the past 🡪 *go to 11* * I am currently receiving funding from the European Union 🡪 *go to* *11* * I have never received any funding by the European Union 🡪 *go to* *13* |
| **11.** | **Amount of EU funding received**  *Indicate the amount of EU funding received.* | *Short text* |
| **12** | **Purpose of EU funding received**  *For which purpose/s was the funding received?* | *Long text (max 200 characters with spaces)* |
| **B** | **ELIGIBILITY** | |
| **13** | **Valid registration in Jordan**  *Is your company legally registered in Jordan?* | * **YES** * **NO 🡪** *“Sorry, but you are not eligible for this call.”* |
| **14** | **Upload Registration certificate**  *Kindly upload the Company’s registration certificate* | *Attachment* |
| **15.** | **Circular enterprise**  *To be allowed to submit your application, your company should demonstrate that:*   * *at least 1 product/service offered by your enterprise is mainly produced through the reuse, treatment, and/or recycling of waste OR* * *at least 1 product/service offered by your enterprise is produced through a process that allows for a significant lower use of resources (waste, water) compared to average in the sector OR* * *promotes circular production/consumption practices*   *Choose all the options that describe your situation.* | *Multiple selection*   * At least 1 product/service offered by your enterprise is mainly produced through the reuse, treatment, and/or recycling of waste * At least 1 product/service offered by your enterprise is produced through a process that allows for a significant lower use of resources (waste, water) compared to average in the sector * The enterprise promotes circular production/ consumption practices * None of the above 🡪*“Sorry, but you are not eligible for this call.”* |
| **16.** | **Circular product/service or business model**  *Kindly describe your products and services and how you are utilizing waste streams to produce/offer and/or how you are using a production process that significantly reduce the use of resources (waste, water)* | *Long Text - Max 1500 characters with spaces* |
| **17.** | **Circular activities**  *Among these activities, select all the activities your company is carrying out.* | *Multiple selection-Select all that apply*   * Design for reusability, repairability, durability, recyclability, and/or compost potential, including phasing out hazardous materials and substances of concern * Collect and sort used products and materials (both non-renewable, e.g. metals, plastics, chemicals, etc.; and renewable, e.g. wood, paper, cotton) for reuse, remanufacturing, and recycling * Reuse, remanufacture, and recycle materials, components and products, and improve efficiencies of recycling and recovery systems * Collect, sort, and compost or anaerobically digest food and other organic material, and create valuable products from residual biosolids (e.g. fertiliser) * Recover, reuse, and recycle water and resources from wastewater * Source food grown regeneratively, and locally, where appropriate * Apply circular practices to controlled or precision agriculture solutions (e.g. nutrient and water looping for vertical or indoor farming) * Prevent surplus edible food in production * Design food products and supply chains to eliminate waste, bring production closer to consumption, and regenerate nature and soils * Transform food by-products into new products, biomaterials, and agriculture and aquaculture inputs to return nutrients to the soil * Collect and recover resources from post-consumer organic waste * Eliminate problematic and unnecessary plastics and packaging * Innovate plastics to be reusable, recyclable or compostable &Ensure plastics are reused, recycled or composted in practice * Design vehicles and mobility infrastructure for shared use, adaptability, disassembly, and recyclability, accompanied by a shift to electrification * Keep materials in use by remanufacturing and upgrading of parts, vehicles, and infrastructure * None of the above |
| **18.** | **N. employees**  *Indicate the current number of employees, including consultants and freelancers.*  *Please note that only enterprises having between 2 and 50 employees will be considered.* | *Single select*   * 1🡪*“Sorry, but you are not eligible for this call.”* * between 2 and 9 * between 10 and 50 * over 50🡪*“Sorry, but you are not eligible for this call.”* |
| **19.** | **Total revenues 2021**  *Please note that only enterprises having had at least 10.000 JOD and max. 1 million JOD yearly revenues between 2021-2023 will be considered.*  *For conversion refer to January 2024 rate on InforEuro:* [*https://commission.europa.eu/funding-tenders/procedures-guidelines-tenders/information-contractors-and-beneficiaries/exchange-rate-inforeuro\_en*](https://commission.europa.eu/funding-tenders/procedures-guidelines-tenders/information-contractors-and-beneficiaries/exchange-rate-inforeuro_en) | *Number* |
| **20.** | **Total revenues 2022**  *Please note that only enterprises having had at least 10.000 JOD and max. 1 million JOD yearly revenues between 2021-2023 will be considered.*  *For conversion refer to January 2024 rate on InforEuro:* [*https://commission.europa.eu/funding-tenders/procedures-guidelines-tenders/information-contractors-and-beneficiaries/exchange-rate-inforeuro\_en*](https://commission.europa.eu/funding-tenders/procedures-guidelines-tenders/information-contractors-and-beneficiaries/exchange-rate-inforeuro_en) | *Number* |
|  | **Total revenues 2023**  *Please note that only enterprises having had at least 10.000 JOD and max. 1 million JOD yearly revenues between 2021-2023 will be considered.*  *For conversion refer to January 2024 rate on InforEuro:* [*https://commission.europa.eu/funding-tenders/procedures-guidelines-tenders/information-contractors-and-beneficiaries/exchange-rate-inforeuro\_en*](https://commission.europa.eu/funding-tenders/procedures-guidelines-tenders/information-contractors-and-beneficiaries/exchange-rate-inforeuro_en) |  |
| **21.** | **Co-funding**  *Are you ready to provide 20% of the amount granted as co-funding either:*   * *100% in cash, for enterprises with annual revenues > 250.000 JOD (in 2022)* * *in cash or in-kind, for enterprises with annual revenues below 250.000 JOD (in 2022)*   *Please note that co-funding should not be coming from other EU funds.* | * **YES** * **NO** 🡪*“Sorry, but you are not eligible for this call.”* |
| **22.** | **Self-declaration**  *I declare that my entity:*   * *is not in any of the exclusion situation defined by the EU PRAG (art.2.6.10.1.1)* ***and*** * *is not being subject to any international sanction* ***and*** * *is not being active in any economic sector that is harmful to the environment, peace or human health such as tobacco, weapons, fossil fuel, etc.* | **Tick the box**   * I declare * I do not declare 🡪*“Sorry, but you are not eligible for this call.”* |
| **C** | **PROPOSAL** | |
| **23.** | **Current Business Situation**  *Describe your business and your current situation.*  *What are the products/services you are offering?*  *How are you producing them?*  *What are the strengths and weaknesses of your business?* | *Long Text - Max 1500 characters with spaces* |
| **24.** | **Proposed Activities**  *What activities are you going to implement through your project to either* ***strengthen*** *your circular model or* ***integrate new waste streams*** *into your production cycle?* | *Long Text - Max 3000 characters with spaces* |
| **25.** | **Requested Contribution**  How much would you like to request through this call?  *Please note that the max. that can be requested is 45.000 € .*  *Refer to the European Union current exchange rate available* [*here*](https://commission.europa.eu/funding-tenders/procedures-guidelines-tenders/information-contractors-and-beneficiaries/exchange-rate-inforeuro_en)*.* | *Amount in EURO* |
| **26.** | **Investment Costs**  *For each cost type, indicate the amount you are planning to spend through the project. Also briefly describe which kind of expenses you are going to have for each cost.* | *Table*   |  |  |  | | --- | --- | --- | | **COST** | **Amount in EUR**  *Put “0” if you do not have this cost* | **Description**  *If you put “0”, you can just write “-“* | | 1. **Equipment, Systems, Vehicles and Hardware** (purchase or upgrade) |  |  | | 1. **Building and Construction**   *Please note that building or land purchase cannot be funded through this program.* |  |  | | 1. **Software and IT systems** |  |  | | 1. **Research and Development** |  |  | | 1. **Capacity building and Training costs** |  |  | | 1. **Legal costs** |  |  | |
| **27.** | **Running Costs**  *For each cost type, indicate the amount you are planning to spend through the project. Also, briefly describe which kind of expenses you are going to have for each cost.*  *Please note that only max. 30% of the grant you request can be used for running costs.* | *Table*   |  |  |  | | --- | --- | --- | | **COST** | **Amount in EUR**  *Put “0” if you do not have this cost* | **Description**  *If you put “0”, you can just write “-“* | | 1. **Materials** (for production) |  |  | | 1. **Selling costs***.* |  |  | | 1. **Management and Administration** |  |  | | 1. **Staff & Labour** |  |  | | 1. **Rent and Premises** |  |  | | 1. **Transportation costs** |  |  | | 1. **Safety and Security** |  |  | |
| **28.** | **Co-funding contribution**  *Insert in the table for each type, the amount you could provide in cash or in-kind (according to the dimension of your business). Provide also a brief description.*  *20% of the granted amount (up to max 9.000 EURO) should be added to the project budget as a co-funding by the grantee:*   * *100% in* ***cash****, for enterprises with annual revenues > 250.000 JOD (in 2022)* * *in* ***cash*** *or* ***in-kind****, for enterprises with annual revenues below 250.000 JOD (in 2022)*   *Co-funding should* ***not be coming from other EU funds***  *For more examples see the Guidelines for Applicants.* | *Table*   |  |  |  | | --- | --- | --- | | **TYPE** | **AMOUNT IN EURO** | **DESCRIPTION** | | CASH  These are actual payments you will do (rent, utilities, staff costs, materials you will purchase, etc.) |  |  | | IN-KIND  These can be a monetary estimate of the use of your machines /equipment, premises where a payment was made in the past. |  |  | |
| **29.** | **Duration**  *How many months will you need to implement your project?*  *Please note that the duration should be between 6 and 10 months. The project should take place between 15 March 2024 and end by 1 February 2025* | *Short Text – single line* |
| **30.** | **Expertise and technical capacities to implement the project**  *Describe the team that is going to implement the project. Tell us about their skills and how they will provide the necessary expertise.* | *Long Text - Max 1000 characters with spaces* |
| **31.** | **Contribution to local sustainable economic development**  *Briefly explain how your project will support local sustainable economic development.* | *Long Text - Max 1000 characters with spaces* |
| **32.** | **Contribution to green employment**  *Briefly explain how your project will support the creation or consolidation of green jobs* | *Long Text - Max 1000 characters with spaces* |
| **33.** | **Contribution to innovate CE in Jordan**  *How innovative is your project in the context of Jordanian Circular Economy sector?* | *Long Text - Max 1000 characters with spaces* |
| **34.** | **Potential for waste reduction**  *How and to what extent is your project going to contribute to the reduction of specific waste? Kindly provide also an estimate comparing the current situation with the product/ service.* | *Long Text - Max 1000 characters with spaces* |
| **35.** | **Supply chain sustainability**  *How are you going to ensure the sustainability of your supply chain?* | *Long Text - Max 1000 characters with spaces* |
| **36.** | **Potential for further circularity**  *Would your circular product/service be reutilized or source new production cycles?* | *Long Text - Max 1000 characters with spaces* |
| **37.** | **Community involvement and accountability**  *How are you going to approach and deal with local community/ies?* | *Long Text - Max 1000 characters with spaces* |
| **38.** | **Availability for research and data collection on Circular Economy**  Oxfam is working to support the CE in Jordan. For this purpose, we may conduct some research activities where your contribution may be highly appreciated. Do you agree to be contacted by Oxfam for research and data collection purposes on Circular Economy? | * **YES** * **NO** |
| ***Thank you for your interest in the call SUPPORT TO CIRCULAR SMEs!***  ***Your application will be reviewed. If your company meets the eligibility criteria, an evaluation will be conducted.***  ***We will keep you updated on the outcome of the selection process.*** | | |