



EPRM

About this form

- Use this form to apply for the European Partnership for Responsible Minerals (EPRM) Fund 2018.
- The form and the required annexes can be submitted to the following email address eprm@rvo.nl, or our postal address.
- Applications can be submitted from 18 October 2018 until 6 december 2018, 14:00 CET. Please state the subject "EPRM-application" together with the organisation name of the lead applicant. Also make sure you have included all required annexes.
- Only completely filled out application forms, including all obligatory appendices, will be taken into consideration.
- Before the formal application can be submitted, it is mandatory to fill in a Quick Scan and discuss your project idea with one of the EPRM advisors upon which you will receive an advice.
- For more information please visit our [EPRM website](#).

Application Form

European Partnership for Responsible Minerals
p/a Netherlands Enterprise Agency
Prinses Beatrixlaan 2
P.O. Box 93144
2509 AC The Hague
The Netherlands

T +31 (0)88 042 42 42
E eprm@rvo.nl

Admission criteria

Only an application submitted after receiving a written advice on a Quick Scan is eligible.

a. Did you receive a written advice on a Quick Scan related to your project? Yes → Please fill Quick Scan reference number

date of the received advice Day Month Year

D	D	M	M	Y	Y	Y	Y

No → Based on this information you are not eligible.

Only an application made by a partnership consisting of two partners of which at least one is a company is eligible. The company(ies) must be part of the mineral supply chain.

b. Does the partnership consist of a minimum of two partners of which at least one is a company? Yes No → Based on this information you are not eligible.

c. Is/are the company(ies) part of the mineral supply chain? Yes No → Based on this information you are not eligible.

Only applications for projects that focus on 3TG minerals are eligible.

d. On which mineral(s) does the project focus? Tin Tantalum Tungsten Gold Other → Based on this information you are not eligible.

Only applications that are located/executed in CAHRA's are eligible

- e. Will the project be conducted in a CAHRA? Yes No → Based on this information you are not eligible.

Only applications with a lead party that has at least three employees (including managers) are eligible

- f. Does the lead party have at least three employees (including managers)? Yes No → Based on this information you are not eligible.

Only applications of which the lead party has an average annual turnover with a minimum of €200,000 over the last three calendar years, preceding the year in which the application is submitted, are eligible

- g. Does the lead party have an average annual turnover with a minimum of €200,000 over the last three calendar years, preceding the year in which the application is submitted? Yes No → Based on this information you are not eligible.

Proof to prevent serious (sexual) misconduct and other serious forms of cross-border behaviour

- h. Do you have proof that you and your partners endeavour to prevent serious (sexual) misconduct and other serious forms of cross-border behaviour towards employees and third parties in the execution of the activities to which the application relates, to bring it to an end as soon as possible and to mitigate its consequences? Yes → Please attach an Annex V: Integrity policy, code of conduct (s) or other relevant documents (form free).
If you don't have an integrity policy or a code of conduct and you are a small enterprise, please explain in a separate document how you and your partners intend to comply with the applicable condition. Attach this document as Annex V. No → Based on this information you are not eligible.

1. Lead applicant information

1.1 Name of organisation

1.2 Contact person

Title(s)	Initial(s)	Preposition(s)
<input style="width: 95%; height: 20px;" type="text"/>	<input style="width: 95%; height: 20px;" type="text"/>	<input style="width: 95%; height: 20px;" type="text"/>

Family name Male Female

Telephone

Mobile phone

E-mail

1.3	Chamber of Commerce registration number		
1.4	What kind of organisation is the lead applicant?	<input type="checkbox"/> Company <input type="checkbox"/> Government <input type="checkbox"/> NGO (a non-profit organisation) <input type="checkbox"/> Trade association <input type="checkbox"/> Other organisation with legal personality:	
1.5	Postal address	House or P.O. Box number	Number addition
		Street or P.O. Box	
1.6	Postal code and city	Postal code	City
1.7	Email address		
1.8	Country		
1.9	Is your physical address different from your postal address?	<input type="checkbox"/> Yes → fill in 1.10 to 1.12 <input type="checkbox"/> No → continue with 1.13	
1.10	Physical address	House number	Number addition
		Street	
1.11	Postal code and city	Postal code	City
1.12	Country		
1.13	IBAN or Bank account number		
1.14	BIC / SWIFT		

Enter your International Bank Account Number and Bank Identification Code or SWIFT code. If you do not have an IBAN, fill in your bank account number.

2. Intermediary

A mandatory model for authorisation of an Intermediary is available on: [website EPRM](#)

2.1	Has a third party been authorised to submit this application?	<input type="checkbox"/> Yes → fill in 2.2 to 2.10 <input type="checkbox"/> No → continue with 3.1
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2.2	Name of Intermediary organisation			
2.3	Chamber of Commerce registration number or equivalent			
2.4	Postal address	House or P.O. Box number	Number addition	
		Street or P.O. Box		
2.5	Postal code and city	Postal code	City	
2.6	Country			
2.7	Contact person	Title(s)	Initial(s)	Preposition(s)
		Family name		<input type="checkbox"/> Male <input type="checkbox"/> Female
2.8	Telephone			
2.9	Mobile phone			
2.10	E-mail			

3. Project and subsidy information (other admission criteria)

3.1	Project title	Project title							
3.2	Start date	Day	Month	Year					
		D	D	M	M	Y	Y	Y	Y
3.3	End date	Day	Month	Year					
		D	D	M	M	Y	Y	Y	Y

*The project's duration is at least 12 months and no more than 36 months.
The project's activities must start no later than 1 September 2019 and end no later than 1 September 2022.*

A signed Partner form (Annex III) should be attached to this application form for each project partner involved in the project.

- 3.4** How many partners are in the partnership, other than the lead applicant?

Please provide also the names of the organisations.

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- 3.5** In which country(ies) will the project be implemented?

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The maximum subsidy contribution is 70% of the eligible costs, up to a maximum amount of 340,000 Euros. Please make sure that the amounts are the same as in Annex II.

- 3.6** What are the total project costs?

€

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- 3.7** How much subsidy do you apply for?

€

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- 3.8** Is the own contribution to the project of you and your partners financed with means (cash or in-kind), including (direct or indirect) grants or contributions, which have been received from the Dutch Ministry of Foreign Affairs?

No
 Yes → Based on this information you are not eligible.

4. Checklist of annexes

Mandatory formats are available on: [website EPRM](#)

Tick the boxes to indicate which annexes you will add.

- Annex I: Project proposal (incl. supporting documents as mentioned in the Annex)
- Annex II: Project Budget calculation tool
- Annex III: Partner Form(s) (per partner)
- Annex IV: Cooperation Agreement
- Annex V: Integrity policy, code of conduct (s) or other relevant documents (form free)
- Annex VI: If applicable: the De Minimis Declaration
- Annex VII: Authorisation Intermediary (optional)

5. Declaration and signature

- I am authorised to sign this application.
- I hereby declare I have filled out this application truthfully.
- I have read and accepted the [OECD guidelines for multinational enterprises with regard to Corporate Social Responsibility](#), and will act accordingly.
- I have read and accepted [the ILO Declaration on Fundamental Principles and Rights at Work](#), and will act accordingly.
- I have read and accepted the [OECD Due Diligence Guidance for Responsible Supply Chains of Minerals from Conflict-Affected and High-Risk Areas](#), and will act accordingly.
- I have read the FMO exclusion list and will not undertake any activity mentioned on the list.

5.1	Signatory	<table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; border-bottom: 1px solid black; padding: 2px;">Title(s)</td> <td style="width: 33%; border-bottom: 1px solid black; padding: 2px;">Initial(s)</td> <td style="width: 33%; border-bottom: 1px solid black; padding: 2px;">Preposition(s)</td> </tr> <tr> <td colspan="3" style="border-bottom: 1px solid black; padding: 2px;">Family name</td> </tr> <tr> <td colspan="3" style="padding: 2px;"> <input type="checkbox"/> Male <input type="checkbox"/> Female </td> </tr> <tr> <td colspan="3" style="border-bottom: 1px solid black; padding: 2px;">Position in organisation</td> </tr> </table>	Title(s)	Initial(s)	Preposition(s)	Family name			<input type="checkbox"/> Male <input type="checkbox"/> Female			Position in organisation		
Title(s)	Initial(s)	Preposition(s)												
Family name														
<input type="checkbox"/> Male <input type="checkbox"/> Female														
Position in organisation														
5.2	Organisation	<input type="checkbox"/> Lead applicant <input type="checkbox"/> Intermediary												
5.3	Date	<table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; padding: 2px;">Day</td> <td style="width: 25%; padding: 2px;">Month</td> <td style="width: 50%; padding: 2px;">Year</td> </tr> <tr> <td style="text-align: center; padding: 2px;">D D</td> <td style="text-align: center; padding: 2px;">M M</td> <td style="text-align: center; padding: 2px;">Y Y Y Y</td> </tr> <tr> <td style="border-bottom: 1px solid black; width: 25%;"></td> <td style="border-bottom: 1px solid black; width: 25%;"></td> <td style="border-bottom: 1px solid black; width: 50%;"></td> </tr> </table>	Day	Month	Year	D D	M M	Y Y Y Y						
Day	Month	Year												
D D	M M	Y Y Y Y												
5.4	Signature													

6. Subsequent steps

Submit this form

This form must be submitted by using the following email address eprm@rvo.nl or our postal address. Please state in the subject "EPRM-application" together with the organisation name of the lead applicant. Also make sure you have included all required annexes.

Confirmation of receipt

The EPRM Secretariat will send you a confirmation of receipt if your application is complete. This confirmation will also contain information about the application assessment procedure.

Questions?

Should you have questions regarding the procedure, contact the EPRM Secretariat (eprm@rvo.nl), using the contact information on the confirmation of receipt.

We handle your personal data with the utmost care. Read more about our privacy policy at www.rvo.nl/privacy.