

ANNEX 5 - COMPETITIVE FINANCING PROGRAM
„Investments in Local Communities to
Reduce Nutrient Pollution”

PROCEDURES & GUIDELINES FOR APPLICANTS

**„Integrated Nutrient Pollution Control” Project
Additional Financing (AF)**

**COMPETITIVE FINANCING PROGRAM
„Investments in Local Communities to
Reduce Nutrient Pollution”**

PROCEDURES & GUIDELINES FOR APPLICANTS



Investments for environmentally friendly agriculture, Nutrient reduction, Clean waters, Increased crops, Protected environment

March, 2017

Scope of the guidelines

This document represents the guidelines for procedures to be used for competitive financing and for potential Applicants of the „Integrated Nutrient Pollution Control” Project – Additional Financing¹. It provides information regarding the investments (Domains of Intervention) for which potential beneficiaries can submit a proposal to request for funds and the detailed steps and procedure to be used in selection and approval of the Sub-projects through a competitive selection process. Regarding the Domains of Intervention not presented in this Guide, they are not subject to competitive selection as their beneficiaries are public institutions involved in the implementation of the Nitrate Directive (e.g. Ministry of Waters and Forests, Ministry of Agriculture and Rural Development, National Administration “Romanian Waters, etc.), beneficiaries of information (farmers and wide public).

Chapter 1 presents a short description of INPCP-AF, explaining the rationale for the project, the logic of intervention (i.e. how the INPCP-AF is structured, what are its general and specific objectives and the menu of investments it supports) and the main differences between the INPCP-AF and the initial project implemented during the period 2008 - 2017.

Chapter 2 provides information on investments supported within INPCP-AF, eligible beneficiaries and Sub-project expenses (for each type of investment).

Chapter 3 presents information about the awarding process (phases and sub-phases, responsibilities of the entities involved, specific requirements for preparing and submitting the application forms, exclusion and award criteria) and the corresponding timeline. It also indicates the application forms to be used during each *call for proposals*².

Chapter 4 presents the implementation arrangements.

Applicants are encouraged to carefully read all the information provided in this Guideline and its Annexes. For further information, please contact the Project Management Unit (PMU) Help Desk either by phone (by using the phone numbers below), e-mail (nitrati@mmediu.ro), website(www.nitrati.ro) or directly at our offices at the Ministry of Waters and Forests, room 304B, 2nd floor, 12 Libertatii Blvd, sector 5, Bucharest.

The technical assistance support available through the Project Management Unit is provided by a group of experts to potential beneficiaries (online or by phone) during the preparation of concept notes and application forms as follows:

Phone number +40 756 060 428 for applicants from the following counties: Satu Mare, Maramures, Bihor, Salaj, Cluj, Bistrita Nasaud, Alba, Sibiu, Mures, Harghita, Covasna, Brasov, Dambovit, Prahova.

Phone number +40 743 344 134 for applicants from the following counties: Botosani, Suceava, Neamt, Iasi, Bacau, Vaslui, Vrancea, Galati, Buzau, Braila, Tulcea, Constanta, Ialomita, Calarasi.

Phone number +40 751 487 414 for applicants from the following counties: Arad, Timis, Hunedoara, Caras Severin, Gorj, Dolj, Mehedinti, Valcea, Olt, Teleorman, Giurgiu, Arges, Ilfov.

! These Guidelines are valid for all Calls. If they are revised during the course of INPCP-AF, the new Guidelines will be approved through ministerial order, will be given a different version number and

¹ Hereafter referred to as *INPCP-AF*

² Hereafter referred to as *call*

the changes will be indicated in this box. Therefore, the Applicants are encouraged to consult the website of the project on a regular basis for the updated versions or other information of interest.

These Guidelines are applicable only after the new loan financing the second stage of INPCP becomes effective.

List of abbreviations

Abbreviation	Term
AP	Action Programme
ANAR	<i>Romanian Waters</i> National Administration
DI	Domain of Intervention
DTAC	Technical Documentation for Construction Permit
EEC	European Economic Community
EIA	Environmental Impact Assessment
EMP	Environmental Management Plan
EU	European Union
GEF	Global Environmental Facility
INPC	Integrated Nutrient Pollution Control
INPCP-AF	Integrated Nutrient Pollution Control Project – Additional Financing
IT	Information Technology
LU	Livestock Unit
MARD	Ministry of Agriculture and Rural Development
MWF	Ministry of Waters and Forests
PMU	Project Management Unit
WB	World Bank

Definitions

Term	Definition
Applicant	A legal person that participates in the competitive financing program by sending an application to the PMU requesting funding within INPCP-AF.
Beneficiary	Local community or local community association, all in the Romanian territory, eligible for a Sub-project in accordance with the eligibility criteria specified in the Guide for applicants
Code of Good Agricultural Practices	Document elaborated by de MWF and MARD, according to the EU Nitrates Directive requirements, and containing agricultural practices that would be implemented by farmers to prevent the pollution of waters by nitrates from agricultural sources
Environmental Management Plan	The MWF's Environmental Management Plan which contains, inter alia, the guidelines for carrying out the environmental assessments and for the preparation and implementation of site-specific environmental management plans, as well as the environmental protection measures in respect of the Project, including measures for identification of existing environmental conditions and potential direct and indirect environmental impacts from the carrying out of the Project, including Sub-projects, recommendation of mitigation measures for each negative impact identified, as well as measures for enhancing each identified positive impact and parties responsible for monitoring of construction and operational impacts
EU Nitrates Directive	European Council Directive 91/676/EEC of December 12, 1991 concerning the protection of waters against pollution caused by nitrates from agricultural sources
EU Water Framework Directive	Directive 2000/60/EC of the European Parliament and of the Council establishing a framework for the Community action in the field of water policy
Implementation period of the Sub-project	The period between the date of the Financing Contract and the date of the Final Report
Operating phase	The period between the date of the Final Report and the date of expiring minimum period supporting the operational and maintenance costs as stated in section "Eligible beneficiaries"
MWF	Ministry of Environment, Waters and Forests, or any successor thereto
PMU	Project Management Unit implementing the Project within MWF or any legal successor
Project	"Integrated Nutrient Pollution Control" Project – Additional Financing implemented by PMU during 2017-2022
Small farm	A farm which has a number of animals equivalent with maximum 11 LU
Medium farm	A farm which has a number of animals equivalent between 12 LU- 99 LU
Sub-project	A project presented in the application forms transmitted by the Applicants to the PMU in order to participate in the competitive financing program corresponding to Component 1 within INPCP-AF and to obtain financing. A sub-project can address one or more type of investments form only one Domain of Intervention
The disadvantaged mountain area in Romania	<p>The disadvantaged mountain area in Romania is made up from surfaces of territorial-administrative units designated according to the following criteria:</p> <ul style="list-style-type: none"> - The territorial-administrative units located at an average altitude equal to or higher than 600 m, their limits are the same as those of the physical blocks (as identified in the Integrated Systems for Administration and Control) and belonging to these territorial-administrative units - The territorial-administrative units located at an average altitude of 400-600 m and with an average slope equal to or higher than 15%, their limits are the same as those of the physical blocks (as identified in the Integrated Systems for Administration and Control) and belonging to these territorial-administrative units <p>The full list of territorial-administrative units is included in the National Plan for Rural Development and approved through a CE Decision.</p>

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CHAPTER 1. General Information – INPC Project

1.1. Context of the Project

In 1991, the European Union introduced Directive **91/676/EEC**³ (hereafter referred to as the Nitrates Directive) that aims to protect water quality across Europe by preventing nitrates from agricultural sources polluting ground and surface waters and by promoting the use of good farming practices.

In accordance with Article 5 (1) of this Directive, each Member State shall establish an Action Programme (AP) in respect of designated vulnerable zones or its national territory and according to Article 5 (7) to review and if necessary revise the AP at least every four years.

In Romania, the last version of the AP was approved by Decision no. 221.983/GC/12.06.2013 of the Commission for the implementation of the Action Plan for the protection of waters against pollution caused by nitrates from agricultural sources (the Commission). As stated in the Annex to the Order no. 1182/1270/2005, the Action Programme implements the measures detailed in the Code of Good Agricultural Practices⁴ (issued and approved by Ministerial Order and published in the Official Gazette no. 649/27.08.2015).

In order to align to the requirements of the EU's Nitrates Directive and to promote sustainable agriculture, Romania developed the Integrated Nutrient Pollution Control Project 2008 – 2016 (**INPC**) supported by International Bank for Reconstruction and Development (World Bank) through a loan amounting to EUR 50 million and a 5.5 million USD grant from the Global Environment Facility (GEF)⁵.

1.2. The Integrated Nutrient Pollution Control Project – Additional Financing

To continue the implementation of the EU's Nitrates Directive, considering the results of INPC that are available in the Implementation Status & Results Report⁶, Romania has received in 2016 an additional financing, amounting to EUR 48 million, to implement the **INPCP-AF**.

Responsible for the implementation of INPC and INPCP-AF is the Project Management Unit (PMU) established within the Ministry of Waters and Forests (MWF).

INPCP-AF maintains the overall **Project Development Objective** (PDO) to support the Government of Romania towards meeting the EU Nitrate Directive requirements at national scale. This will be achieved by (a) promoting investments in local communities for reducing nutrient discharges to water bodies, (b) strengthening institutional capacity and coordination within relevant national and local

³ <http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=CELEX:31991L0676:EN:HTML>

⁴ The Code had the purpose to recommend the most useful practices, measures and methods that may be applied by each farmer, in order to protect soils against pollution with nutrients (especially nitrates), and to prevent soil degradation as well as the causes and consequences on environment if these are not respected. Starting from its first version it was harmonised with the requirements of the Nitrate Directive, and, at the same time, it also included other recommendations specific to Romania.

⁵ <https://www.thegef.org/gef/whatisgef>

⁶ <http://documents.worldbank.org/curated/en/docsearch/projects/P093775>

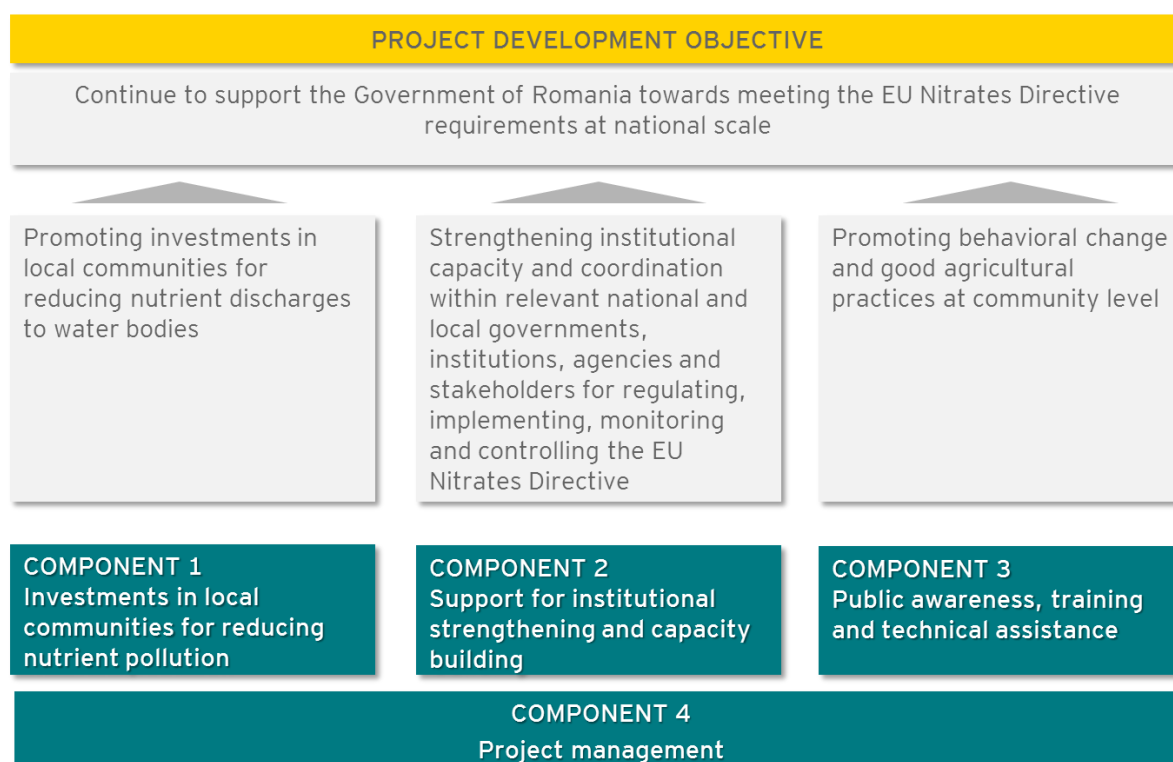
governments, institutions, agencies and stakeholders for regulating, implementing, monitoring and controlling the EU Nitrate Directive requirements and (c) promoting behavioral change and good agricultural practices at community level.

In order to support the implementation of the above mentioned objectives, the INPCP-AF is structured in four components (with about 74% of funding allocation to the first component):

- Component 1: Investments in local communities to reduce nutrient pollution;
- Component 2: Institutional strengthening and capacity building;
- Component 3: Public awareness and information support;
- Component 4: Project management.

The objectives of INPCP-AF are summarized in Figure 1.

Figure 1: INPCP-AF objectives and components



INPCP-AF will be a scale up of the INPCP with small modifications. It will be implemented in the next six years starting in 2017 and will cover the entire country taking into consideration the location specific requirements of its different farming systems and agro-ecological regions.

The main difference of INPCP-AF pertains to the awarding process, the investments of the Component 1, being open to local administrative – territorial units competitively, based on their demand and agreed eligibility criteria⁷. Another difference is that INPCP-AF provides technical support for potential beneficiaries during the preparation and implementation phases of the Sub-projects.

Each component has a general objective and includes a pre-approved menu of investments (hereafter referred to as **Domains of Intervention**) that contribute to the achievement of the overall

⁷ Within INPC, the communes were selected for project interventions by the PMU against a number of criteria including the level and sources of nutrient pollution, willingness of the local administration and communes to finance part of the investments, proximity to major water bodies and compatibility of the proposed Sub-project interventions with the County's plans for waste management and water supply.

development objective of the INPCP-AF. Only the investments under Component 1 of INPCP-AF are implemented through a competitive selection process, as described in this Guide for Applicants.

Table 1: Logic of intervention of INPCP-AF

Component	General objective	Domain of intervention
1. Investments in local communities to reduce nutrient pollution	Reducing nutrient discharges into water bodies by improving livestock waste and waste water facilities and protecting the water and land exposed to be affected by nutrient discharges	DI 1. Developing local community storage, composting and handling systems, packing/pelleting stations and biogas facilities, all to promote better management of livestock waste DI 2. Upgrading the existing manure storage and/or composting facilities DI 3. Sewage and wastewater treatment activities DI 4. Planting of forest shelter-belts

CHAPTER 2. Menu of investments and eligibility criteria for Component 1 (Investments in local communities to reduce nutrient pollution)

Table 2: Menu of investments of Component 1

Component	Sub-component	Domain of intervention
1. Investments in local communities to reduce nutrient pollution	1.1 Investment for livestock waste management	DI 1. Developing local community storage, composting and handling systems, packing/pelleting stations and biogas facilities, all to promote better management of livestock waste DI 2. Upgrading the existing manure storage and/or composting facilities
	1.2 Investment to mitigate pollution by wastewater	DI 3. Sewage and wastewater treatment activities
	1.3 Improving water bodies protection against nutrients and soil runoff ⁸	DI 4. Planting of forest shelter-belts

2.1. Investments for livestock waste management

This sub-component is targeted on implementation of Sub-projects proposed by Beneficiaries in order to develop local community storage platforms, composting and handling systems, packing/pelleting stations and biogas facilities, all to promote better management of livestock waste or to acquire equipment to upgrade the existing manure storage and/or composting facilities.

⁸ Soil runoff is the term used to describe the flowing of water over the land as a result of full capacity infiltration or water excess from rain, snowmelt or other sources. When runoff flows along the ground towards a water source, it can collect and transport pollutants, causing nutrient discharges.

2.1.1. **Domain of Intervention 1 | Developing local community storage, composting and handling systems, packing/ pelleting stations and biogas facilities, all to promote better management of livestock waste**

2.1.1.1. *Developing manure storage and handling systems*

DESCRIPTION:

Financing is provided for building manure storage facilities and providing equipment for handling the manure to communities with significant livestock population level as well as for delivering a set of equipment for manure management. The set of equipment is comprised of: frontal loader, tractor, trailer, vacuum tanker, manure spreader.

Box 1: Manure storage platform

A manure storage platform⁹ is a relatively simple construction made of a square or rectangular concrete paving surrounded on three sides by tall concrete walls of approximately 2 metres. The platform is used for temporary storage in good technological and ecological conditions of solid and semi-solid livestock waste mixed or not with other organic matter. Apart from the storage role, the platform is also used for mixing and composting the waste transforming it into a more homogenous, stable and valuable product.

The functioning of a manure storage platform is ensured through the following operations:

- Livestock waste collection from households and farms / delivery (transport) to the manure storage facility developed at community level;
- Unloading of livestock waste at the manure storage facility developed at community level;
- Handling livestock waste at the manure storage facility developed at community level;
- Management of livestock waste to stimulate breakdown and composting;
- Field application of composted material;
- Handling and field application of the leachate.

The set of equipment necessary to perform these operations comprise loader, tractor, vacuum tanker, trailer, manure spreader, etc.

Regarding community manure storage platforms, they are designed to store livestock waste collected from the households and small and medium farms, destined to be composted and spread on farm as organic matter.

The construction of a community manure storage platform takes into consideration the specificities of the location and the nature of land, infiltration being avoided by respecting strict technical conditions. The platform will be made of a concrete impervious paving, high walls on three sides, discharge pipes and a storage tank for collecting the rain water and leachate from manure. At least two piezometers will be installed at each of the community manure storage platform in order to allow the Beneficiaries to conduct periodic monitoring of the quality of groundwater.

To function, a platform needs a specific set of equipment for handling the manure (loading, unloading, transporting, pumping over and spreading it on the land). If also composting techniques are correctly used, it will result compost with a good quality with commercial possibilities.

⁹ More details about manure storage and handling systems can be found in Annex 1: Description of the investments supported within DI 1.

The community manure storage platform should have an extension that serves both as shelter and as office for his administrator. The administrator will be the one responsible of the smooth functioning and supervision of the quantity of manure that each farmer deposits to the community platform and its proper distribution and use.

Please note that **only the manure storage platform having a capacity between the values indicated in the table below will be financed.**

Table 3; Minimum and maximum capacity required for a manure storage platform

Minimum capacity/year	Maximum capacity/year
1500 m ³ *) of manure	3000 m ³ of manure

*) Note: as an exception, for the territorial-administrative units located in the disadvantaged mountain area in Romania (the full list of territorial-administrative units is included in the National Plan for Rural Development and approved through a CE Decision), minimum capacity required is 500 m³ / year.

ELIGIBLE BENEFICIARIES:

Local administrative-territorial units or partnerships between neighbouring local administrative-territorial units that confirm:

- Their willingness and capacity to support the expenses listed below in the section named *Expenses of the Beneficiaries*;
- Their agreement to cover the operating and maintenance costs during and minimum 10 years after the implementation period of the Sub-project;
- In the community there is a real problem regarding the quantity of livestock waste (minimum quantity in the bottom table) and the possibility of storage;
- The willingness of small/medium farms and households with livestock to manage the manure in a sustainable manner and to transport it or to let it be transported by the local administrative-territorial units at the community platform expressed through a signed agreement;
- Their agreement to provide the compost to farmers (who contributed) as well as to sell in the market to cover part of the operational costs and long term sustainability of the operation;
- The location allows a proper logistic deployment (the land area and the access road to the platform are in public property of the local administrative-territorial unit) so that the adjoining properties will not be affected by the Sub-project implementation.

In order to estimate the necessary capacity of the manure storage platform considering the livestock population and the quantity of waste produced by them, per type of animal, please consult the Code of Good Agricultural Practices for water protection against pollution with nitrates from agricultural sources (table 6.1. named Waste production and necessary storage capacity for different systems of animals care), revised version 2015, published in the Romania`s Official Journal no. 649 / 27.08.2015. available on the web-site of MWF (<http://www.mmediu.ro/categorie/controlul-integrat-al-poluarii-cu-nutrienti/96>).

Before the Concept Note (Annex 2) is submitted, a public consultation process should be carried out by the local administrative-territorial units aiming at addressing the genuine necessity of implementing the Sub-projects. At least representatives of the following entities should be involved: Environmental Protection Agencies, Water Management Systems within ANAR, Public Health

Directorates, local community. Minutes of the public consultations should include a summary of the questions, concerns and comments received during these meetings, as well as the answers provided by the local authorities (Annex 4).

The application should also include written requests with signatures from at least 50% of the households with livestock (individual households, small farms and medium) expressing their commitment to transport their manure by own means of conveyance or to use collection and transportation services organised by the local administrative-territorial units and store their livestock manure within the community platform.

***Nota bene!** When setting up partnerships or determining the number of platforms needed, it should be considered that the distance from a communal manure storage platform to the residential area should be reasonable (not larger than about 5 km from the manure producers). In addition, please note that the land accommodating the investment(s) must be owned by the local administrative-territorial units.*

SUB-PROJECT EXPENSES:

When preparing the Sub-projects it is important to take into consideration the distribution of expenses presented below. The ones listed in the section *Expenses of the Beneficiaries* will be supported by the Beneficiaries, without being reimbursed. In addition, the ones listed in the section *Expenses of the MWF* will be supported by the MWF. The Applicants should also take into consideration the minimum set of equipment needed to ensure the functioning of a manure storage platform.

Expenses of the Beneficiaries:

- Design theme and feasibility study related to the construction of manure storage facilities, including the necessary handling and operating equipment;
- Studies (land studies, Environmental Impact Assessment (EIA) for manure storage facilities investments, other specific studies);
- Support documentations and expenses for obtaining permits, agreements and authorizations;
- Technical documentations required for obtaining permits/agreements/authorizations;
- Taxes for agreements, compliancy permits and construction/demolition permits;
- Technical project and execution details;
- Qualitative technical verification for the technical project and execution details;
- Organising procurement procedures for designing services (feasibility study, other studies, documentations, technical project, technical assistance);
- Technical assistance from the designer during the works execution period covering the stages included in the control programme for execution works as well as during the guarantee period.

The above consultancy services will be accomplished by the Consultants that will be selected after a bidding process conducted by the Beneficiary according to the Romanian law for such type of services.

The Beneficiary co-financing consists of direct payment of the taxes and direct payment to the Consultants for the services contracted by the Beneficiary.

Expenses of the MWF:

- Expenses for land reclamation, environmental protection and restoration of land to its initial state;

- Expenses for ensuring the necessary utilities for the investment object;
- Consultancy for project management and site supervision;
- Expenses relating to the basic investment (constructions and installation for manure handling and management platforms, technical, functional or transport machinery and equipments, facilities);
- Expenses for site organization;
- Commissions, taxes for the State Inspectorate in Constructions and for the Constructors' Social House;
- Expenses for technical trials, tests and staff training regarding the platform use;
- Various or unforeseen expenses for design, built or installation works;
- Technical support during the preparation of the Concept Note (Annex 2) and Full Application Form (Annex 3).

OTHER EXPENSES:

The expenses listed below should not be referred to in the application forms and corresponding documents submitted to the PMU within INPCP-AF. Consequently, they should not be considered part of the total value of the Sub-projects presented in the documents referred to above. We hereby present them:

- purchasing of second-hand equipment;
- costs related to the operating a manure storage platform;
- purchasing of land not built on it or land with building on it;
- salaries and other expenses for Beneficiaries' personnel who are involved in the Sub-project implementation, monitoring and reporting.

2.1.1.2. *Developing composting, packing/pelleting stations*

DESCRIPTION:

INPCP-AF financially supports Sub-projects including the construction of composting, packing/pelleting stations and the corresponding equipments set.

Box 2: Composting, packing/pelleting station

A composting, packing/pelleting station¹⁰ is a construction dimensioned to include specialized areas and specific equipment to processes livestock manure and crop residues (e.g. leaves, straws, corn stalks etc.) by conducting accelerated aerobic fermentation in order to obtain compost. Different additives could be added in order to increase the commercial value of the final product.

After reaching the end of its collection cycle, in order to reduce the needed landfill capacity, manure must be composted by means of a composting station. The primary objective of a composting station is to compost as much as possible of the community livestock waste and biodegradable waste aiming at reducing the needed landfill capacity.

The composting station should have an extension that serves both as shelter and as office for its administrator. The administrator will be the person responsible for the proper functioning and supervision of the quantity of manure that each farmer deposits on the composting station and its proper distribution and use. For the manure storage specialized areas inside the composting station, the specificities of the location and the nature of land will be taken into consideration, infiltration

¹⁰ More details about composting, packing/pelleting station can be found in Annex 1: Description of the investments supported within DI 1.

being avoided by observing strict technical conditions. (concrete impervious paving, discharge pipes and a storage tank for rain water collection and leachate from manure, at least two piezometers for periodic monitoring of the quality of groundwater).

The technological process of composting consists of simple phases such as chopping, aeration, rotating of prisms, mechanical sorting but also of more complex operations as laboratory tests, calculations for the establishment of the necessary additives. Every effort will be made to provide the final compost to farmers as well as to sell in the market to cover the operations costs for its long term sustainability.

The set of equipment associated to composting, packing/pelleting station may include:

- Equipment for transport and handling like loader, tractor, vacuum tanker, trailer, manure spreader, etc.
- Equipment supporting the functioning of the composting, packing/pelleting station like equipment for Chopping of livestock manure and crop residues, aeration of livestock manure and crop residues, rotating of prisms of livestock manure and crop residues, mechanical sorting of the compost, packing of the compost and/or pelleting.

Please note that **only the composting/packing/pelleting stations having a capacity between the values indicated in the table below will be financed.**

Table 4; Minimum and maximum capacity required for a composting/packing/pelleting station

Minimum capacity	Maximum capacity
3000 m ³ of manure	15000 m ³ of manure

ELIGIBLE BENEFICIARIES:

Local administrative-territorial units or partnerships between local administrative-territorial units that confirm:

- Their willingness and capacity to support the expenses listed below in the section named *Expenses of the Beneficiaries*;
- Their agreement to cover the operating and maintenance costs during and minimum 10 years after the implementation period of the Sub-project;
- In the community there is a real problem regarding the quantity of livestock waste (minimum 3000m³/year) and the possibility of storage;
- Their agreement to provide the compost to farmers (who contributed) as well as to sell in the market to cover part of the operational costs and long term sustainability of the operation;
- The location allows a proper logistic deployment (the land area and the access road to the composting/packing/pelleting station are in public property of the local administrative-territorial unit) so that the adjoining properties will not be affected by the Sub-project implementation.

In order to estimate the necessary capacity of the composting/packing/pelleting station considering the livestock population and the quantity of waste produced by them, per type of animal, please consult the Code of Good Agricultural Practices for water protection against pollution with nitrates from agricultural sources (table 6.1. titles *Waste production and necessary storage capacity for different systems of animals care*), revised version 2015, published in the Official Journal of Romania no. 649 / 27.08.2015, available on the website of MWF (<http://www.mmediu.ro/categorie/controlul-integrat-al-poluării-cu-nutrienti/96>).

Before the Concept Note (Annex 2) is submitted, a public consultation process should be carried out aiming at addressing the genuine necessity of implementing the Sub-project. Minutes of the public consultations should include a summary of the questions, concerns and comments received during these meetings, as well as the answers provided by the local authorities (Annex 4).

The application should also include written requests with signatures from at least 50% of the households with livestock (individual households, small and medium farms) expressing their commitment to transport their manure by own means of conveyance or to use collection and transportation services organised by the local administrative-territorial units and store their livestock manure within the composting station.

***Nota bene!** When setting up partnerships or determining the location of the composting station, it should be considered that the distance from a community composting station to the residential area should be reasonable (not larger than about 5 km from the manure producers). In addition, please note that the land accommodating the investment(s) must be owned by the local administrative-territorial units.*

SUB-PROJECT EXPENSES:

When preparing the Sub-projects it is important to take into consideration the distribution of expenses presented below. The ones listed in the section *Expenses of the Beneficiaries* will be supported by the Beneficiaries, without being reimbursed. In addition, the ones listed in the section *Expenses of the MWF* will be supported by the MWF. The Applicants should also take into consideration the minimum set of equipment needed to ensure the functioning of a composting/packing/pelleting station.

Expenses of the Beneficiaries:

- Designing theme and feasibility study related to the construction of composting, packing/pelleting stations, including the necessary handling and operating equipment;
- Studies (land studies, Environmental Impact Assessment (EIA), other specific studies);
- Support documentations and expenses for obtaining permits, agreements and authorizations;
- Technical documentations required for obtaining permits/agreements/authorizations;
- Taxes for agreements, compliancy permits and construction/demolition permits;
- Technical project and execution details;
- Qualitative technical verification for the technical project and execution details;
- Organising procurement procedures for designing services (feasibility study, other studies, documentations, technical project, technical assistance);
- Technical assistance from the designer during the works execution period covering the stages included in the control programme for execution works as well as during the guarantee period.

The above consultancy services will be accomplished by the Consultants that will be selected after a bidding process conducted by the Beneficiary according to the Romanian law for such type of services.

The cash participation consists of direct payment of the taxes and direct payment to the Consultants for the services contracted by the Beneficiary.

Expenses of the MWF:

- Expenses for land reclamation, environmental protection and restoration of land to its initial state;
- Expenses for ensuring the necessary utilities for the investment object;
- Consultancy for project management and site supervision;
- Expenses relating to the basic investment (constructions and installation for manure handling and management platforms, technical, functional or transport machinery and equipment, facilities);
- Expenses for site organization;
- Commissions, taxes for the State Inspectorate in Constructions and for the Constructors' Social House;
- Expenses for technical trials, tests and staff training regarding the use of the composting, packing/pelleting stations;
- Various or unforeseen expenses for design, built or installation works;
- Technical support during the preparation of the Concept Note (Annex 2) and Full Application Form (Annex 3).

OTHER EXPENSES:

The expenses listed below should not be referred to in the application forms and corresponding documents submitted to the PMU within INPCP-AF. Consequently, they should not be considered part of the total value of the Sub-projects presented in the documents referred to above. We hereby present them:

- purchasing of second-hand equipment;
- costs for operating a composting, packing/pelleting station;
- purchasing of land not built on it or land with building on it;
- salaries and other expenses for Beneficiaries' personnel which are involved in Sub-project implementation, monitoring and reporting.

2.1.1.3. *Developing biogas facilities***DESCRIPTION:**

Funds are allocated to design and build biogas facilities that use livestock waste as raw material.

Box 3: Biogas plant

A biogas plant¹¹ is a complex installation, consisting of a variety of elements. A biogas plant operation depends widely on the type and quantity of used raw materials. Since a large variety of materials, of different origin, may be used as raw material in the digestion process occurring in a biogas plant, there are, consequently, various techniques for treatment of this raw materials and various construction approaches for the digesters and the operational systems. Furthermore, depending on the biogas plant type, size and operational conditions, different technologies for conditioning, storage and biogas utilisation can be adopted.

¹¹ More details about biogas facilities can be found in Annex 1: Description of the investments supported within DI 1.

The works for the civil construction component of a biogas plant are similar to the civil construction works of any other investment. However to start up a biogas plant implies also to procure the necessary equipment and technological installations that will be used by experienced people, who are familiar with the design of the plant and with the microbiology of the AD process.

The organic matter can be converted to electrical energy using technology of producing biogas. The biogas production is a biological process of transforming the easily degradable organic matter in biogas, generating homogenous organic fertilisers. The biogas thereby obtained is burnt in cogenerating engines that produce electrical and thermal energy. The digestate is then subject to a separation process. The liquid fraction is used directly, as an agricultural fertiliser and the solid fraction, after being dried is used as an organic fertiliser having a very good quality for contributing to productive agricultural crops.

The biogas – considered as a biofuel – is the gas produced through the fermentation of biodegradable organic matter (biomass, livestock waste, energy crops, etc.) in the absence of oxygen. The biogas composition differs depending on the nature and performances of the anaerobe fermentative process and contains mainly methane (CH₄) and carbon dioxide (CO₂), but also small quantities of hydrogen sulphide (H₂S), water (humidity) and siloxanes. The advanced anaerobe digestion (fermentation) generates biogas with methane content of 55-75%. When the digestion process is finished, the wastes are transformed in digestate. Separation and drying processes will come next. Through the separation process a liquid fraction will result and it will be used directly in agriculture. The solid fraction will be dried and packed in order to be used as a fertiliser.

Before starting the construction of the biogas plant, the plant owner must check if all the obligations included in the construction permit are fulfilled. For further details, see Annex 1.

Please note that **only the biogas plants having a treatment capacity of a quantity of manure between the values indicated in the table below will be financed.**

Table 5; Minimum and maximum capacity required for a biogas plant

Minimum capacity	Maximum capacity
15000 m ³ of manure	50000 m ³ of manure

ELIGIBLE BENEFICIARIES:

Local administrative-territorial units or partnerships between neighbouring local administrative-territorial units that confirm:

- Their willingness and capacity to support the expenses listed below in the section named *Expenses of the Beneficiaries*;
- Their agreement to cover the operating and maintenance costs during and minimum 15 years after the implementation period of the Sub-project;
- In the community there is a real problem regarding the quantity of livestock waste (minimum 15000 m³/year) and the possibility of storage;
- Their agreement to provide the produced energy/methane gas into the national grid, and provide the digestate to farmers (who contributed) as well as to sell in the market to at least partially offset the operational costs.
- The willingness and capacity to operate the facilities in a sustainable manner for at least 15 years after the subproject is implemented;
- The location allows a proper logistic deployment (the land area is in public property of the local administrative-territorial unit) so that the adjoining properties will not be affected.

SUB-PROJECT EXPENSES:

When preparing the Sub-projects it is important to take into consideration the distribution of expenses presented below. The ones listed in the section *Expenses of the Beneficiaries* will be supported by the Beneficiaries, without being reimbursed. In addition, the ones listed in the section *Expenses of the MWF* will be supported by the MWF.

The Applicants should also take into consideration the minimum set of equipment needed to ensure the functioning of a biogas facility.

Expenses of the Beneficiaries:

- Designing theme and feasibility study related to the construction of composting, packing/pelleting stations, including the necessary handling and operating equipment;
- Studies (land studies, Environmental Impact Assessment (EIA), other specific studies);
- Support documentations and expenses for obtaining permits, agreements and authorizations;
- Technical documentations required for obtaining permits/agreements/authorizations;
- Taxes for agreements, compliancy permits and construction/demolition permits;
- Technical project and execution details;
- Qualitative technical verification for the technical project and execution details;
- Organising procurement procedures for designing services (feasibility study, other studies, documentations, technical project, technical assistance);
- Technical assistance from the designer during the works execution period covering the stages included in the control programme for execution works as well as during the guarantee period.

The above consultancy services for the designing theme will be accomplished by the Consultants that will be selected after a bidding process conducted by the Beneficiary according to the Romanian law for such type of services.

The project for authorizing/cessation of works execution, the technical project for execution and the documentation for the operating permit will be carried out by a Contractor that will be selected after a bidding process conducted by the PMU according to World Bank's "design and build" procedures for such type of facilities (the National Competitive Bidding procedure (NCB) as specified in the World Bank's Procurement of Goods, Works, and Non-Consulting Services under IBRD Loans and IDA credits & Grants by World Bank Borrowers", published in January 2011, revised July 2014 (Procurement Guidelines). The cash participation consists of direct payment of the taxes and direct payment to the Consultants for the services contracted by the Beneficiary and for the services contracted by the MWF for carrying out the project for authorizing/cessation of works execution, the technical project for execution and the documentation for the operating permit.

Expenses of the MWF:

- Expenses for land reclamation, environmental protection and restoration of land to its initial state
- Expenses for ensuring the necessary utilities for the investment object
- Consultancy for project management and site supervision

- Expenses relating to the basic investment (constructions and installation for manure handling and management platforms, technical, functional or transport machinery and equipments, facilities);
- Expenses for site organization;
- Commissions, taxes for the State Inspectorate in Constructions and for the Constructors' Social House;
- Expenses for technical trials, tests and staff training regarding the use of the biogas facilities;
- Various or unforeseen expenses for design, built or installation works
- Technical support during the preparation of the Concept Note (Annex 2) and Full Application Form (Annex 3).

OTHER EXPENSES:

The expenses listed below should not be referred to in the application forms and corresponding documents submitted to the PMU within INPCP-AF. Consequently, they should not be considered part of the total value of the Sub-projects presented in the documents referred to above. We hereby present them:

- purchasing of second-hand equipment;
- costs for operating a biogas facility - except the costs for pre-commissioning and commissioning tests;
- purchasing of land not built on it or land with building on it;
- salaries and other expenses for Beneficiaries' personnel which are involved in Sub-project implementation, monitoring and reporting.

2.1.2. Domain of intervention 2 | Upgrading the existing manure storage and/or composting facilities

DESCRIPTION:

Funds are allocated for:

- a) sets of equipment that support the functioning of manure storage facilities and composting stations for beneficiaries that already have their own storage/composting facilities;
- b) intervention works¹² for existing facilities, including, as the case may be, the corresponding set of equipment.

The equipment should support one or many of the following operations:

Considering manure storage facilities:

- Livestock waste collection from households and farms / delivery to the manure storage facility developed at community level;

¹² Intervention works means to do some works, including the related installations, in order to maintain and/or to improve the requirements applicable to an existing facility, according to its destination (e.g.: extension the concrete surface of an existing platform/composting station, building a fence for an existing platform/composting station, building an additional shelter adjacent to the existing platform/composting station, building a parking area for the transport equipment, extension of the utilities, building an additional storage tank for leachate, etc.)

- Unloading of livestock waste at the manure storage facility developed at community level;
- Handling livestock waste at the manure storage facility developed at community level;
- Management of livestock waste to stimulate breakdown and composting;
- Field application of composted material;
- Handling and field application of the leachate.

Considering composting stations:

- Chopping of livestock manure and crop residues;
- Aeration of livestock manure and crop residues;
- Rotating of prisms of livestock manure and crop residues;
- Mechanical sorting of the compost;
- Laboratory tests;
- Calculations for the identification of the necessary ratio of additives;
- Compost storage, handling and field application;
- Packing of the compost and/or pelleting of the bigger fraction of the crop residues.

ELIGIBLE BENEFICIARIES:

Local administrative-territorial units or partnerships between neighbouring local administrative-territorial units that confirm:

- Their willingness and capacity to support the expenses listed below in the section named *Expenses of the Beneficiaries*;
- Their agreement to cover the operating and maintenance costs during and minimum 10 years after the implementation period of the Sub-project.
- In the community there is a real problem regarding the quantity of livestock waste (minimum 2000 m³/year) and the possibility of storage/handling/composting;
- Their agreement to provide the compost to farmers (who contributed) as well as to sell in the market to at least partially offset the operational costs.

In order to estimate the quantity of livestock waste produced by the livestock within the local administrative-territorial unit stored/handled/composted within the existing facilities, per type of animal, please consult the Code of Good Agricultural Practices for water protection against pollution with nitrates from agricultural sources (table 6.1. titled *Waste production and necessary storage capacity for different systems of animals care*), revised version 2015, published in the Romania's Official Gazette no. 649 / 27.08.2015.

SUB-PROJECT EXPENSES:

When preparing the Sub-projects it is important to take into consideration the distribution of expenses presented below. The ones listed in the section *Expenses of the Beneficiaries* will be supported by the Beneficiaries, without being reimbursed. In addition, the ones listed in the section *Expenses of the MWF* will be supported by the MWF.

The Applicants should also take into consideration the minimum set of equipment needed to ensure the functioning of a manure storage facility platform or composting station. Supporting information could be found in Annex 1.

Expenses of the Beneficiaries for investments type a):

5% from the value of the equipment supporting the functioning of the manure storage facilities and composting stations for beneficiaries that already have their own storage/composting facilities.

The cash participation consists of direct payments to the contractor (supply contracts concluded by MWF).

Expenses of the MWF for investments type a):

95% from value of equipment supporting the functioning of the manure storage facilities and composting and packing/pelleting stations for beneficiaries that already have their own storage/composting facilities.

Expenses of the Beneficiaries for investments type b): expenses relating to the elaboration of the approval documentation for intervention works referring to the development of existing platforms/composting and packing/pelleting stations, including provision of sets of handling and operation equipment supporting the proper functioning of manure storage and handling systems or of composting stations.

- The designing theme and the documentation for approval of intervention works (DALI) referring to the development of storage platforms/ composting, packing/pelleting stations including the necessary handling and operating equipment;
- Studies (land studies, Environmental Impact Assessment (EIA), other specific studies);
- Support documentations and expenses for obtaining permits, agreements and authorizations;
- Technical documentations required for obtaining permits/agreements/authorizations;
- Taxes for agreements, compliancy permits and construction/demolition permits;
- Technical project and execution details;
- Qualitative technical verification for the technical project and execution details;
- Organising procurement procedures for designing services (feasibility study, other studies, documentations, technical project, technical assistance);
- Technical assistance from the designer during the works execution period covering the stages included in the control programme for execution works as well as during the guarantee period.

The above consultancy services will be accomplished by the Consultants that will be selected after a bidding process conducted by the Beneficiary according to the Romanian law for such type of services.

The cash participation consists of direct payment of the taxes and direct payment to the Consultants for the services contracted by the Beneficiary.

Expenses of the MWF for investments type b):

- Expenses for land reclamation, environmental protection and restoration of land to its initial state;
- Expenses for ensuring the necessary utilities for the investment object;
- Consultancy for project management and site supervision;

- Expenses relating to the basic investment (constructions and installation for manure handling and management platforms, technical, functional or transport machinery and equipment, facilities);
- Expenses for site organization;
- Commissions, taxes for the State Inspectorate in Constructions and for the Constructors' Social House;
- Expenses for technical trials, tests and staff training regarding the use of the manure platform;
- Various or unforeseen expenses for design, built or installation works.

OTHER EXPENSES:

The expenses listed below should not be referred to in the application forms and corresponding documents submitted to the PMU within INPCP-AF. Consequently, they should not be considered part of the total value of the Sub-projects presented in the documents referred to above. We hereby present them:

- purchasing of second-hand equipment;
- costs for using and maintaining the equipment functional;
- salaries and other expenses for Beneficiaries personnel involved in Sub-project implementation, monitoring and reporting.

2.2. Investments to mitigate pollution by wastewater

This sub-component is targeted on implementation of Sub-projects proposed by Beneficiaries in communities that already implemented all measures to mitigate pollution with nutrients originating from agriculture, but where this is still imminent due to the households having no waterproof septic tanks from which leachate leaks directly into groundwater. These all measures that were implemented in order to mitigate pollution with nutrients are:

- An authorised system for collecting and management of manure at community level (building communal / composting stations for manure, transport and handling equipment);
- To have approved and implemented the Local Action Plan for water protect against pollution with nitrates from the agricultural sources;
- Planting protective forest strips, if the Local Action Plan request some interventions.

2.2.1. Domain of intervention 3 | Sewage and wastewater treatment activities

DESCRIPTION:

INPCP-AF finances the introduction, rehabilitation or extension of small – scale sewage collection and treatment systems, serving a number of 1,000 - 5,000 equivalent inhabitants. It is important to understand that INPCP-AF supports only investments that are related to waste water management and not to drinking water.

ELIGIBLE BENEFICIARIES:

Local administrative-territorial units or partnerships between neighbouring local administrative-territorial units that confirm:

- They solved the problem regarding nutrient discharges except for its social dimension or they confirm that this is an ongoing process;
- There is a centralised water supply system in the intervention area and at least 80% from households are connected to it;
- Their willingness and capacity to support the expenses listed below in the section named *Expenses of the Beneficiaries*;
- Their agreement to cover the operating and maintenance costs during and minimum 10 years after the implementation period of the Sub-project or to include such a clause in the contract for delegation of the public services management to the regional operator, if the case;
- The willingness of at least 80% of the potential users to connect to the sewage system expressed through a signed agreement;
- The willingness of the eligible Beneficiary or an agreement from the regional operator, if the case may be, to operate the system in a sustainable manner for 10 years after the sub-project is implemented.
- The location allows a proper logistic deployment (the land area is in public property of the local administrative-territorial unit) so that the adjoining properties will not be affected by the Sub-project implementation.

Before the Concept Note (Annex 2) is submitted, a public consultation process should be carried out aiming at addressing the genuine necessity of implementing the Sub-project. Minutes of the public consultations should include a summary of the questions, concerns and comments received during these meetings, as well as the answers provided by the local authorities (Annex 4). The application should also include signatures from at least 80% of households within the planned sewerage system agreeing that they will connect their households and will contract the sewerage service with the operator of the system (regional operator or the one from the administrative-territorial unit).

Nota bene! Please note that the land accommodating the investment(s) must be owned by the local administrative-territorial units.

SUB-PROJECT EXPENSES:

When preparing the Sub-projects it is important to take into consideration the distribution of expenses presented below. The ones listed in the section *Expenses of the Beneficiaries* will be supported by the Beneficiaries, without being reimbursed. In addition, the ones listed in the section *Expenses of the MWF* will be supported by the MWF.

Expenses of the Beneficiaries:

- The designing theme and the feasibility study for the construction of sewage systems and wastewater treatment systems;
- Studies (land studies, Environmental Impact Assessment (EIA), other specific studies);
- Support documentations and expenses for obtaining permits, agreements and authorizations;
- Technical documentations required for obtaining permits/agreements/authorizations;
- Taxes for agreements, compliancy permits and construction/demolition permits;
- Technical project and execution details;
- Qualitative technical verification for the technical project and execution details;
- Organising procurement procedures for designing services (feasibility study, other studies, documentations, technical project, technical assistance);

- Technical assistance from the designer during the works execution period covering the stages included in the control programme for execution works as well as during the guarantee period.

The above consultancy services will be accomplished by the Consultants that will be selected after a bidding process conducted by the Beneficiary according to the Romanian law for such type of services.

The cash participation consists of direct payment of the taxes and direct payment to the Consultants for the services contracted by the Beneficiary.

Expenses of the MWF:

- Expenses for land reclamation, environmental protection and restoration of land to its initial state;
- Expenses for ensuring the necessary utilities for the investment object;
- Consultancy for project management and site supervision;
- Expenses relating to the basic investment (constructions and installations for the extension/construction of the sewage and treatment of wastewater, tools, technical, functional or transport machinery and equipments, facilities);
- Expenses for site organization;
- Commissions, taxes for the State Inspectorate in Constructions and for the Constructors' Social House;
- Expenses for technical trials, tests and staff training regarding the operation of the sewage system;
- Various and unforeseen expenses for design, built or installation works;
- Technical support during the preparation of the Concept Note (Annex 2) and Full Application Form (Annex 3).

OTHER EXPENSES:

The expenses listed below should not be referred to in the application forms and corresponding documents submitted to the PMU within INPCP-AF. Consequently, they should not be considered part of the total value of the Sub-projects presented in the documents referred to above. We hereby present them:

- purchasing of second-hand equipment;
- costs for operating a sewage collection and treatment system - except the costs for pre-commissioning and commissioning tests;
- salaries and other expenses for Beneficiaries' personnel which are involved in Sub-project implementation, monitoring and reporting.

2.3. Improving water bodies protection against nutrients and soil runoff

This sub-component is targeted on implementation of Sub-projects proposed by Beneficiaries in communities where water bodies and land require protection from nutrient discharges.

2.3.1. Domain of Intervention 4 | Planting of forest shelter-belts

DESCRIPTION:

INPCP-AF supports the afforestation of community land, tree planting as riparian forest shelter-belts and vegetative buffer strips where water bodies and land require protection from nutrient discharges.

ELIGIBLE BENEFICIARIES:

Local administrative-territorial units or partnerships between local neighbouring administrative-territorial units that confirm:

- Their willingness and capacity to support the expenses listed below in the section named *Expenses of the Beneficiaries*;
- Their agreement to cover the maintenance costs during and at minimum 10 years after the implementation period of the Sub-project.
- The location allows a proper logistic deployment (the land area and the access road to it are in public/private property of the local administrative-territorial unit) so that the adjoining properties will not be affected by the Sub-project implementation.

Nota bene! Please note that the land accommodating the vegetative protection areas must be owned by the local administrative-territorial units. If applicable the provisions of the GEO no. 34/2014 referring to changes in the meadows regime, must be taken into account.

SUB-PROJECT EXPENSES:

When preparing the Sub-projects it is important to take into consideration the distribution of expenses presented below. The ones listed in the section *Expenses of the Beneficiaries* will be supported by the Beneficiaries, without being reimbursed. In addition, the ones listed in the section *Expenses of the MWF* will be supported by the MWF.

Expenses of the Beneficiaries:

- Feasibility studies for creating forest shelter-belts on community land, developed by a natural or legal person accredited to design land amelioration in the forestry field according to the provisions of MO no. 1763/2015 – field a (design), group g (shelter-belts);
- Environmental Impact Assessment (EIA);
- Documentation and taxes for obtaining the necessary permits including for the approval of land use change;
- Technical Design;
- Technical assistance of the designer during the execution of works for creating and maintaining forestry plantations and up to the closure of solid state;

The above consultancy services will be accomplished by Consultants agreed by MWF (the list of accredited persons can be consulted on the MWF website at

<http://www.mmediu.ro/categorie/inregistrari-atestari/53>) selected after a bidding process conducted by the Beneficiary according to the Romanian law for such type of services.

The cash participation consists of direct payment of the taxes and direct payment to the Consultants for the services contracted by the Beneficiary.

Expenses of the MWF:

- Acquisition of the saplings, including transportation;
- Works for creating the plantation and for its maintenance up to the closure of the solid state – the execution of works may be developed by legal persons accredited according to the provisions of MO no. 1763/2015, field b (execution), group g (shelter-belts);
- Expenses for performing the annual control of the plantation according to the provisions of the MO no. 1653/2000 on the approval of the “Technical standards for performing the annual control and breeding process”;
- Consultancy services and technical support during the implementation of the Sub-projects (plantation supervision, contract management) – the site supervision is in the responsibility of an accredited natural person according to the provision of MO no. 1763/2000, field b (execution), group g (shelter-belts) and during the maintenance work period;
- Technical support during the preparation of the Concept Note (Annex 2) and Full Application Form (Annex 3).

OTHER EXPENSES:

The expenses listed below should not be referred to in the application forms and corresponding documents submitted to the PMU within INPCP-AF. Consequently, they should not be considered part of the total value of the Sub-projects presented in the documents referred to above. We hereby present them:

- purchasing of equipment;
- salaries and other expenses for Beneficiaries’ personnel which are involved in Sub-project implementation, monitoring and reporting;
- purchasing of land.

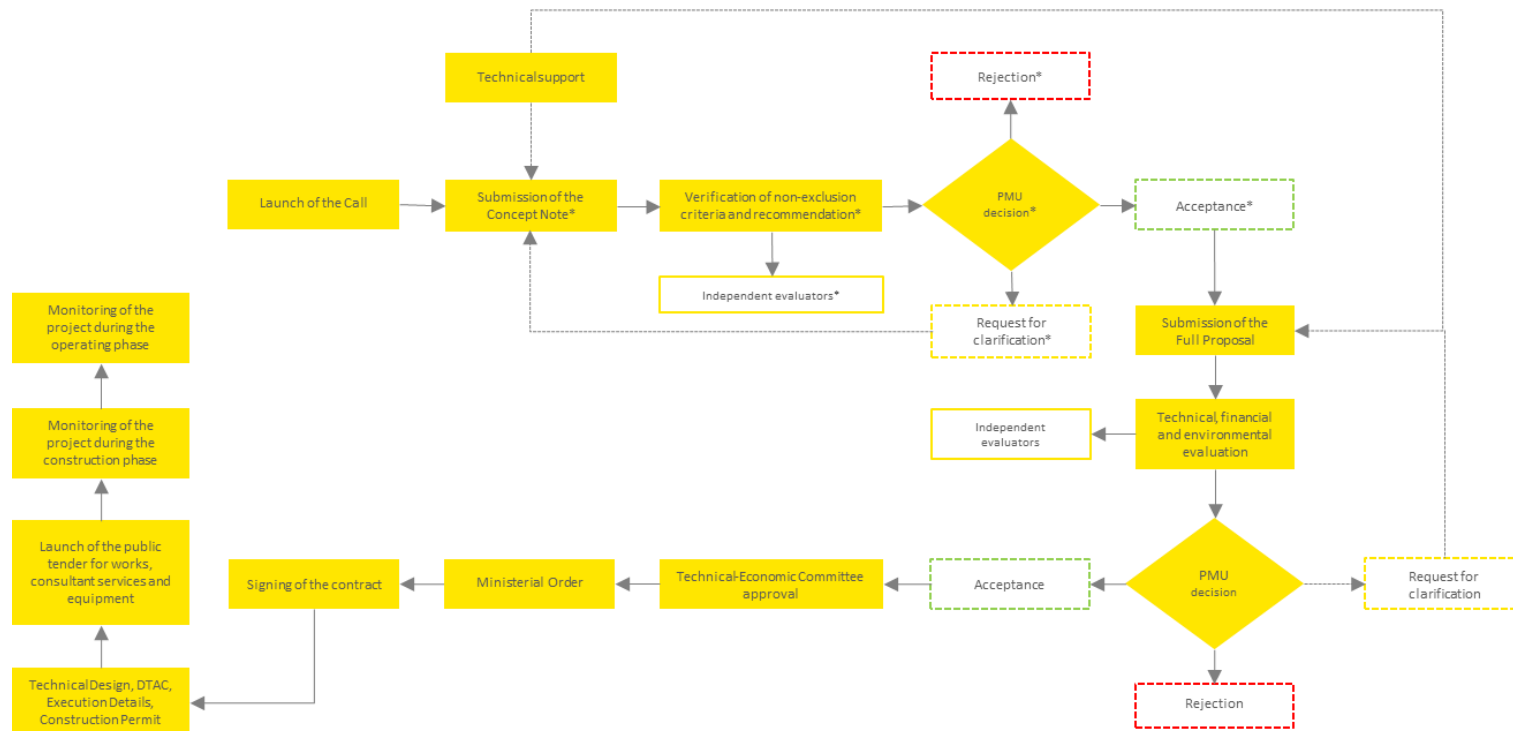
CHAPTER 3. Awarding process for Component 1 (Investments in local communities for reducing nutrient pollution)

As presented below, for all Domains of Intervention (except for Sub-projects addressing DI2 consisting only in purchasing equipment) within Component 1 the awarding of the contracts will follow a **two phase process**:

1. Concept Notes selection
2. Full Proposals selection.

The two-phase selection process is intended to reduce transaction costs by eliminating applications that fail to meet the objective of the INPCP-AF and /or do not meet the eligibility criteria from the start.

Figure 2: Awarding Process



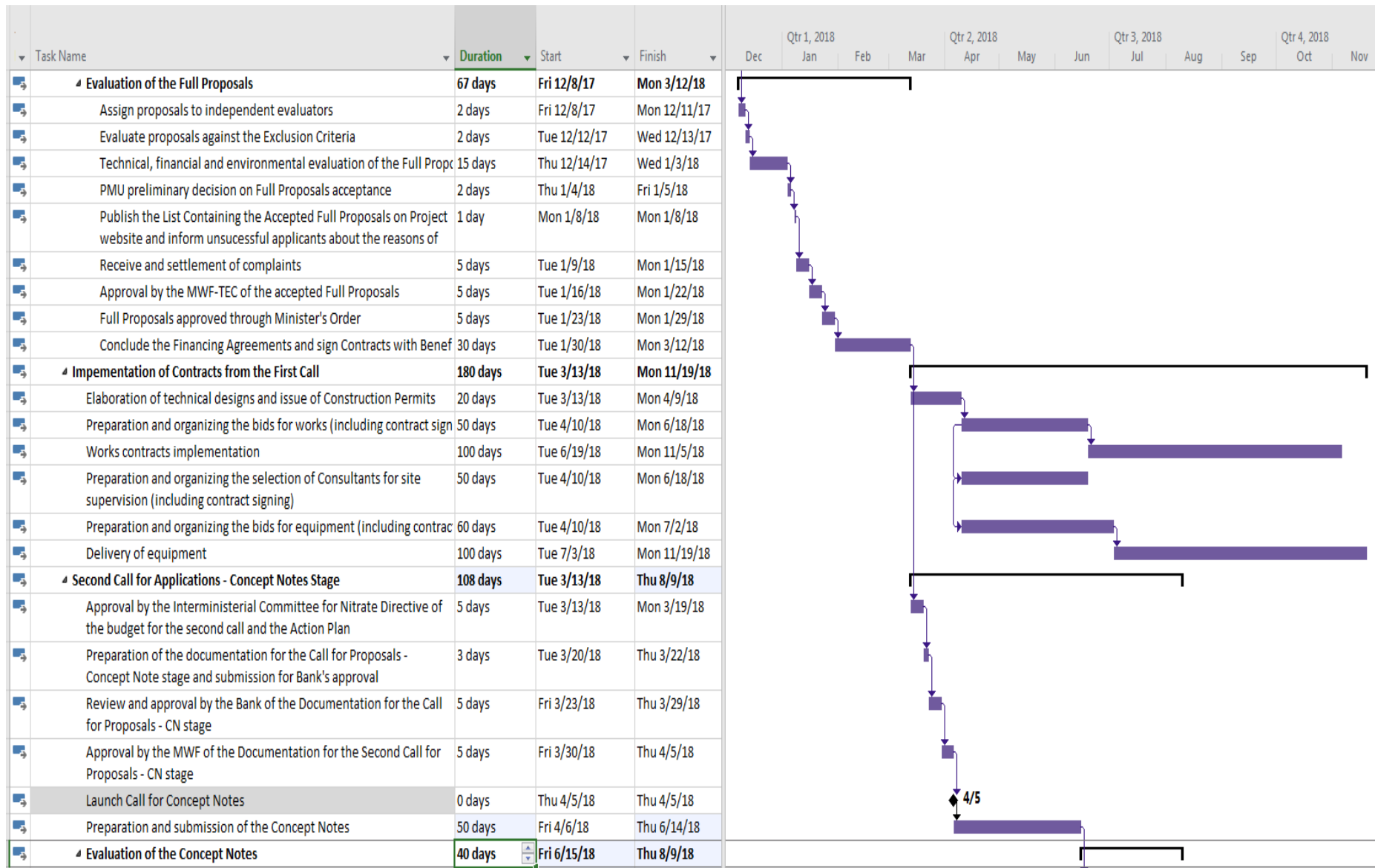
The steps marked with an (*) do not apply to the Sub-projects addressing DI2 including only acquisition of equipment.

The Applicants should consider the indicative timeline of the awarding process presented below.

However, it may be adjusted during INPCP-AF implementation. Therefore, please visit the project website on a regular basis for the updated timeline of the awarding process and for other information of interest

Table 6: Indicative timeline of the awarding process

Task Name	Duration	Start	Finish	Qtr 2, 2017		Qtr 3, 2017			Qtr 4, 2017				Qtr 1, 2018			
				Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	M	
Launch Call for Concept Notes	0 days	Fri 4/14/17	Fri 4/14/17	4/14												
Preparation and submission of the Concept Notes	50 days	Fri 4/14/17	Thu 6/22/17													
Extend the contract for the PMU Help Desk technical support team	12 days	Wed 5/10/17	Thu 5/25/17													
Evaluation of the Concept Notes	40 days	Fri 6/23/17	Thu 8/17/17													
Assign proposals to independent evaluators	2 days	Fri 6/23/17	Mon 6/26/17													
Evaluate proposals against the Exclusion Criteria	3 days	Tue 6/27/17	Thu 6/29/17													
Qualitative assessment of the Proposals	10 days	Fri 6/30/17	Thu 7/13/17													
In case of Proposals accepted with amendments, request and receive additional data from applicants	5 days	Fri 7/14/17	Thu 7/20/17													
Final review and ranking of the proposals and recommendation for	3 days	Fri 7/21/17	Tue 7/25/17													
PMU prepare the List Containing the Accepted Concept Notes	3 days	Wed 7/26/17	Fri 7/28/17													
Approval of the List Containing the Accepted Concept Notes by MV	5 days	Mon 7/31/17	Fri 8/4/17													
Publish the List Containing the Accepted Concept Notes on Project website and inform unsuccessful applicants about the reasons of	1 day	Mon 8/7/17	Mon 8/7/17													
Receiving and settlements of complaints	5 days	Tue 8/8/17	Mon 8/14/17													
Approval of the Final List Containing the Accepted Concept Notes	2 days	Tue 8/15/17	Wed 8/16/17													
Publish the List Containing the Final Results after the settlements o	1 day	Thu 8/17/17	Thu 8/17/17													
First Call for Applicants - Full Proposal Stage	171 days	Mon 7/17/17	Mon 3/12/18													
Preparation of the documentation for the Call for Proposals - Full Proposal stage - and submission for Bank's approval	10 days	Mon 7/17/17	Fri 7/28/17													
Review and approval by the Bank of the Documentation for the Call for Proposals - Full Proposal stage	5 days	Mon 7/31/17	Fri 8/4/17													
Approval by the MWF of the Documentation for the First Call for Proposals - Full Proposal stage and of the First Call publish	5 days	Mon 8/7/17	Fri 8/11/17													
Launch Call for Full Proposals	1 day	Thu 8/17/17	Thu 8/17/17													
Receive Full Proposals.	80 days	Fri 8/18/17	Thu 12/7/17													



Phase 1: Concept Notes selection

3.1.1. Launch of the Call for Concept Notes

During the period of implementation of INPCP-AF, the PMU will launch calls for Concept Notes once a year (*please visit the website of the Project periodically to be informed of the exact dates*).

The information that would be made available for each call, in accordance with the present Guide, will include the following:

- Objective of the request for proposals;
- A list of domains of intervention for which proposals are solicited;
- The eligibility criteria for Beneficiaries and expenses;
- Minimum and/or maximum value of each Sub-project (see Table 7 and Table 8);
- Total budget for the Call - when each call of proposals is launched the maximum budget is communicated;
- Expenses to be supported by the Beneficiaries or the MWF;
- Percentage and type of co-financing (in-cash, in-kind);
- Documents to be submitted;
- Deadline for submission of the Concept Notes;
- Rules of submission and information regarding the selection procedures and other necessary information;

Below you can find indicative minimum and maximum values of the Sub-projects per type of investment addressed and the indicative budget per call. Please consider that the values may be adjusted during INPCP-AF implementation. Therefore, please visit the project website on a regular basis for updated information.

Table 7: Indicative minimum/maximum value per type and per piece of investment addressed

Domain of intervention	Type of investment	Minimum value		Maximum value	
DI 1. Developing local community storage, composting and handling systems, packing/pelleting stations and biogas facilities, all to promote better management of livestock waste	Building of manure storage and handling systems	700,000 RON, VAT included		2,000,000 RON, TVA included	
	Building of composting, packing/pelleting stations	CHAPTER 4.	1,000,000 RON, VAT included	CHAPTER 5.	3,000,000 RON, TVA included
	Building of biogas facilities	CHAPTER 6.	5,000,000 RON, VAT included	CHAPTER 7.	20,000,000 RON, TVA included
DI 2. Upgrading the existing manure storage and/or composting facilities	Equipment to upgrade the existing manure storage and/or composting facilities;	100,000 RON, VAT included		1,000,000 RON, TVA included	

	intervention works for existing facilities.		
DI 3. Sewage and wastewater treatment activities	Sewage and wastewater treatment activities	1,000,000 RON, VAT included	15,000,000 RON, TVA included
DI 4. Planting of forest shelter-belts	Planting of vegetative buffer strips, including tree planting and afforestation	10,000 RON, VAT included	300,000 RON, TVA included

Table 8: Indicative minimum/maximum value per type and per piece of investments addressed for Building of manure storage and handling systems, addressed for the territorial-administrative units located in the disadvantaged mountain area in Romania *)

Domain of intervention	Type of investment	Minimum value	Maximum value
DI 1. Developing local community storage, composting and handling systems, packing/ pelleting stations and biogas facilities, all to promote better management of livestock waste	Building of manure storage and handling systems	300,000 RON, VAT included	2,000,000 RON, TVA included

*) Note: exception only for the territorial-administrative units located in the disadvantaged mountain area in Romania (the full list of territorial-administrative units is included in the National Plan for Rural Development and approved through a CE Decision).

All additional relevant information regarding INPCP-AF and each call will be provided through the PMU Help Desk that can be reached as was presented at page no. 2, in section named Scope of guidelines).

7.1.1. Preparation and submission of the Concept Notes

After the launch of each call, eligible Beneficiaries will have 10 weeks to submit the Concept Notes as a single Applicant or in partnership with other eligible Beneficiaries.

The Concept Note will follow the standard format presented within Annex 2¹³ of the Guide.

Please note that Annex 2 contains one type of Concept Note application form:

- The Concept Note application form **should be filled in** for Sub-projects addressing DI1, DI2 if they include intervention works, DI3 or DI4;
- For Sub-projects addressing DI2 which include only acquisition of equipment the Concept Note application form **should not be filled in**.

Single Applicants or Partnerships should be aware they can address only **one Domain of Intervention within a Concept Note**.

The Concept Note will contain at least the following information:

- Title of the Sub-project;
- The domains of intervention the proposed Sub-project addresses;

13 Please take into consideration that the structure of the Concept Note can differ from call to call based on the objective of each of them. Please visit the project website on a regular basis for the updated structure of the Concept Note and for other information of interest.

- The lead partner and other partners of the Sub-project in case of the Partnership;
- Signed notification from the legal representative of the single Applicant or of the Partnership confirming that all the information included within the Concept Note is complete and correct and the Concept Note is submitted in full agreement with them;
- Description of the Sub-project.

A Competitive Investment Financing Expert Group/a company will be contracted by the PMU and will be available to provide reasonable support for the preparation of the Concept Notes. A formal request should be presented either by e-mail nitrati@mmediu.ro, or in the format indicated in Annex no. 2. The Experts Group will not fill in the Concept Notes (the Applicants will do this) and will not be responsible for the accuracy and reality of the data provided by the Applicants.

All the Concept Notes received by the deadline will be immediately confirmed and registered by the PMU. The Concept Notes submitted after the deadline will not be accepted.

7.1.2. Evaluation of the Concept Notes

The evaluation will be based on the information provided in the Concept Note. It will take place in two steps:

- Step 1: checking whether the proposed Concept Notes can be evaluated (exclusion criteria – see Table 8);
- Step 2: evaluation of the Concept Notes which passed the exclusion step (award criteria – see Table 9).

Only Concept Notes meeting the requirements of the first step will pass on to the second step.

7.1.2.1. Exclusion Criteria

Each Concept Note will be analysed by 3 independent evaluators who will be selected by the PMU through a public procurement process and will sign a declaration confirming the absence of any conflict of interest. They will use the format presented in Table 8 in order to verify the following:

- All the sections are filled in and all documents indicated in section 20: *Requested documents* are submitted;
- Applicants – as presented in sections 5,6 and 7 of the Concept Note – are eligible for the Domain(s) of Intervention for which they require financial support (section 8: *Domains of Intervention*);
- Sub-project objectives – as presented in section 11 of the Concept Note – are strictly related to the reduction of nutrient discharges to water bodies;
- Sub-project activities – as presented in section 14 of the Concept Note – contribute to the reduction of nutrient discharges to water bodies;
- Expected results – as presented in section 15 of the Concept Note – are quantified and contribute to the reduction of nutrient discharges to water bodies;
- The ownership of the land is compatible with the implementation of the Sub-project;
- The nature of the land is compatible with the implementation of the Sub-project;
- The distance of the facility/facilities from the collection area is compatible with the implementation of the Sub-project (this apply only for DI 1);
- Section 21 of the Concept Note is signed by all legal representatives.

Based on the results of the analysis of the independent evaluators PMU will exclude Concept Notes from participation in the evaluation step all Concept Notes that don't meet all of the criteria listed above.

Table 8: Exclusion Criteria for the evaluation of the Concept Note

No	Criteria	Yes	No
1	Completeness of the Concept Note	All sections of the Concept Note are filled in and all documents indicated in section 20 (<i>Requested Documents</i>) of the Concept Note are submitted	At least one section of the Concept Note is not filled in and/or at least one of the documents indicated in section 20 (<i>Requested Documents</i>) of the Concept Note is not submitted
2	Eligibility of Applicants	Single Applicants or Partners meet all the eligibility criteria included in the section <i>Eligible Beneficiaries</i> (of this Guidelines) corresponding to the DI(s) the Concept Note address(es)	Single Applicants or Applicants in Partnership don't meet at least one eligibility criterion included in the section <i>Eligible Beneficiaries</i> (of this Guidelines) corresponding to the DI(s) the Concept Note address(es)
3	Relevance of Sub-project objectives	Sub-project objectives are strictly related to the reduction of nutrient discharges to water bodies	Sub-project objectives are not strictly related to the reduction of nutrient discharges to water bodies
4	Relevance of Sub-project activities	Sub-project activities contribute to the reduction of nutrient discharges to water bodies	Sub-project activities don't contribute to the reduction of nutrient discharges to water bodies
5	Expected results	Expected results are quantified and contribute to the reduction of nutrient discharges to water bodies	Expected results are not quantified and don't contribute to the reduction of nutrient discharges to water bodies
6	Compatibility of land ownership with Sub-project implementation	The legal status of the land is clear and the land is owned by the Single Applicant or by one of the Partners	The legal status of the land is unclear and/or the land is not owned by the Single Applicant or by one of the Partners
7	Compatibility of the land position with Sub-project implementation	The land is not located in areas characterized by natural or anthropogenic hazards (not affected by landslides, it is not a floodplain area, a special protection area, a former household waste deposit, it is not located in a hydrogeological perimeter protection, any other situation making the land inappropriate for construction).	The land is located in area with natural hazards or anthropogenic (affected by landslides, it is a floodplain area, a special protection area, a former household waste deposit, located in a hydrogeological perimeter protection, any other situation making the land inappropriate for construction).
8	Distance of the facility/facilities from the collection area	The collection area corresponding to a facility is reasonable (not larger than about 5 km from the manure producers)	The collection area corresponding to a facility is not reasonable (it is considerably larger than 5 km from the manure producers)
9	Signature of the legal representatives	Section 21 of the Concept Note is signed by all legal representatives	Section 21 of the Concept Note is not signed by at least one of the legal representatives

7.1.2.2. Award Criteria

Only Concept Notes that are not excluded based on the exclusion criteria will be qualitatively assessed by independent evaluators on the basis of the technical award criteria and corresponding scores listed below in Table 9.

The award criteria are divided into topics and sub-topics. Each sub-topic will be given a score between 1 and 5 in accordance with the following assessment categories: 1 – very poor, 2 – poor, 3-

adequate, 4- good, 5 – very good. Please see Annex 5 for the requirements that should be met in order to receive the maximum score.

Table 9: Award Criteria for the evaluation of the Concept Note

No	Topic	Sub-topic	Score (points)	
1	Description of the context	The extent to which the problem is clearly described and there is coherence between the problem and the nutrient discharges to water bodies	2 x (1-5)*	3-15
		The extent to which the context evolution (i.e in case the Sub-project is not developed) is clearly described	1-5	
2	Sub-project objectives	The extent to which there is coherence between the Sub-project objectives and INPCP-AF objective to reduce nutrient discharges to water bodies	2 x (1-5)*	2-10
3	Sub-project activities	The extent to which there is coherence among the Sub-project activities	1-5	2-10
		The extent to which there is coherence between the Sub-project activities and the Sub-project objectives	1-5	
4	Expected results	The extent to which there is coherence between the expected results and the Sub-project activities	2 x (1-5)*	6-30
		The extent to which there is clearly presented how the expected results will be monitored	2 x (1-5)*	
		The extent to which the expected results are achievable within the Sub-project timeframe	1-5	
		The extent to which the target group is clearly identified	1-5	
5	Sub-project management (implementation period of the Sub-project)	The extent to which the distribution of roles and responsibilities among the team members is clearly presented and appears to be suitable	1-5	1-5
6	Sub-project sustainability (10 years after the implementation period of the Sub-project)	The extent to which the distribution of roles and responsibilities among the human resources that will be involved in the operating phase is clearly presented and appears to be suitable	1-5	2-10
		The extent to which the financial resources that will be used in the operating phase are identified and appear to be adequate	1-5	
7	Risk factors	The extent to which the risk factors and their impacts are clearly presented	(1-5)/2	2-10
		The extent to which the mitigation activities and measures are clearly presented and appear to be suitable	(1-5) x 3/2	
8	Nature of the land	The arable/ non-arable nature of the land	1/5	1/5
9	Public consultation	The extent to which the public consultation was adequately conducted and its results are clearly referred to in the Concept Note	1-5	1-5
			Maximum score	100

**due to their importance, the scores for these criteria will be multiplied by 2*

For each Concept Note, the conclusion of the independent evaluators will be presented as a recommendation to the PMU as following:

Table 10: Recommendations based on the total score

Total Score	Recommendation
< 40 / 100	Rejected
40 ≤ x < 70	Accepted with amendments
70 ≤ x ≤ 100	Accepted

Independent of the PMU decision (rejected, accepted with amendments or accepted), a note will be transmitted to the Legal Representative of the Single Applicant or of the Partnership containing the scores per sub-topic and the corresponding justification.

In case the Concept Note is **Accepted with amendments** the Legal Representative of the Single Applicant or of the Partnership will be informed and invited to submit additional data within 15 days from the notification of the request. After the reception of the requested information the independent

evaluators will review the Concept Notes and will update the total score (and the final recommendation). Only for Concept Notes that score more than 70/100, the independent evaluators will recommend the acceptance and will include the remarks/comments for special consideration during the Full Proposal preparation.

The recommended Concept Notes will be ranked in decreasing way of the scores and, based on the total budget allocated for the Call will result the List Containing the Accepted Concept Notes.

The recommended Concept Notes that exceed the allocated budget of a Call can be taken into consideration for the next Call/Calls being placed again on the recommended Concept Notes list, in order to be again ranked in decreasing way of the scores together with the new submitted ones, resulting a new List Containing the Accepted Concept Notes.

The list containing the accepted Concept Notes will be published on the website of the Project. The Legal Representative of the Single Applicant or of the Partnership will be therefore informed whether the Concept Note they submitted has been accepted or not and how to appeal in case of rejection.

The complaints about the result of the selection process will be sent in writing (by fax or email to the address indicated for help-desk) within 3 working days from the communication of the results by publication on the website.

The deadline for complaints settlements is 5 working days.

Final results after the settlements of complaints will be communicated in writing, by fax or email.

Table 11 summarizes all relevant steps of the Concept Note selection process and the entity/entities responsible for each of them.

Table 11 : Phases of the Concept Notes Selection

Steps Concept Note Selection	Responsible Single Applicant/Partnership	PMU	Independent evaluators	Technical Support Group
Launch of the Call for Concept Notes		√		
*Technical support for drafting the Concept Notes				√
Submission of the Concept Notes and other documents required	√			
Verification of non-exclusion criteria of the Concept Note and recommendations			√	
*Request for clarifications		√		
*Submission of clarifications	√			
Review of the Concept Notes			√	
Evaluation and Selection of the Accepted Concept Notes		√		
Publication of the results of the selection		√		
*Appeal against the results of the Concept Note selection process	√			
*Processing of the appeals		√		

The activities marked with an () will be undertaken only if they are considered necessary by the entity responsible for performing them.*

7.2. Phase 2: Full Proposals selection

7.2.1. Launch of the Call for Full Proposals

During the period of implementation of INPCP-AF, following the call for Concept Notes, the PMU will launch calls for Full Proposals once a year (please visit the website of the Project periodically to

be informed of the exact dates). The information that would be made available for each call, in accordance with the present Guidelines, will include the following:

- The awarding criteria used in the evaluation of the proposals;
- Documents to be submitted;
- Deadline for submission of the Full Proposals;
- Rules of submission and information regarding the selection procedures and other necessary information;

All additional relevant information regarding INPCP-AF and each call will be provided through the PMU Help Desk that can be reached as was presented at page no. 2, in section named Scope of guidelines).

7.2.2. Preparation and submission of the Full Proposals

After the launch of each call, single Applicants or Partnerships will have 6 months to submit the Full Proposals.

The Full Proposal will follow the standard format presented within Annex 3¹⁴ of the Guide.

Please note that Annex 3 contains three types of Full Proposal Application Forms. In order to select the appropriate one please consider the following:

- Full Proposal Application Form – Type 1 should be filled in for Sub-projects addressing DI1, DI3 or DI4;
- Full Proposal Application Form – Type 2 should be filled in for Sub-projects addressing DI 2 if they include intervention works;
- Full Proposal Application Form – Type 3 should be filled in for Sub-projects addressing DI 2 if they include only acquisition of equipment;

The Full Proposal will contain at least the following information:

- Feasibility study¹⁵/Documentation for approving the intervention works¹⁶ (*please note that the preliminary permits specified within the Feasibility study/Documentation for approving the intervention works should be submitted together with the Full Proposal*);
- Technical specifications and economic indicators;
- Sub-project management;
- Sub-project sustainability;
- Additional documents.

The Competitive Investment Financing Expert Group/a company that provided support in preparing the Concept Notes may also be available to assist single Applicants or Partnerships in developing the Full Proposals. A formal request should be presented either by e-mail nitrati@mmediu.ro . The Experts Group will not fill in the Full Proposal (the Applicants will do this) and will not be responsible for the accuracy and reality of the data provided by the Applicants.

¹⁴ Please take into consideration that the structure of the Full Proposal can differ from call to call based on the objective of each of them. Please visit the project website on a regular basis for the updated structure of the Full Proposal and for other information of interest.

¹⁵ For Sub-projects addressing DI1, DI3 or DI4

¹⁶ For Sub-projects addressing DI 2 if they include intervention works

All the Full Proposals received by the deadline will be immediately confirmed and registered by the PMU. The Full Proposals submitted after the deadline will not be accepted.

A Full Proposal can be submitted by single Applicants of Partnerships if the related Concept Note was accepted within the last 24 months.

7.2.3. Evaluation of the Full Proposals

The evaluation will be based on the information provided in the Full Proposals. It will take place in two steps:

- Step 1: checking whether the Full Proposals can be evaluated (exclusion criteria – see Table 12 – for Full Proposals Application Forms Type 1 and 2 and Table 13 for Full Proposals Application Form Type 3)
- Step 2: evaluation of the Full Proposals which passed the exclusion step (award criteria – see Table 14, Table 15 and Table 16).

Only Full Proposals meeting the requirements of the first step will pass on to the second step.

7.2.3.1. Exclusion Criteria

Each Full Proposal will be analysed by 3 independent evaluators who will use the format presented in Table 12 (for Full Proposals addressing DI1, DI2 including intervention works, DI3 and DI4) and Table 13 (for Full Proposals addressing DI2 including only acquisition of equipment). They will be selected by the PMU through a public procurement process and they will sign a declaration confirming the absence of any conflict of interest. Based on the recommendations received from the PMU independent evaluators will exclude Full Proposals from participation in the selection procedure if:

Regarding Full Proposal Application Form – Types 1 and 2:

- One or more sections of the Full Proposal is/are not filled in;
- Section 22 of the Full Proposal is not signed by all legal representatives;
- Information included in the Full Proposal contradicts/does not correspond to the information provided within the Concept Note.

Regarding Full Proposal Application Form – Type 3:

- All the sections are filled in and all documents indicated in section 18: *Requested documents* are submitted;
- Applicants – as presented in sections 5,7, 8 and 9 of the Full Proposal – are eligible for the DI 2 for which they require financial support;
- Sub-project objectives – as presented in section 12 of the Full Proposal – are strictly related to the reduction of nutrient discharges to water bodies;
- Expected results – as presented in section 13 of the Full Proposal – are quantified and contribute to the reduction of nutrient discharges to water bodies;
- Section 19 of the Full Proposal is signed by all legal representatives.

Table 12: Exclusion criteria for the evaluation of Full Proposal Application Forms – Type 1 and Type 2

No	Criteria	Yes	No
1	Completeness of the Full Proposal	All sections of the Full Proposal are filled in and all documents (including the preliminary permits) indicated in section 21 (<i>Requested Documents</i>) of the Full Proposal are submitted	At least one section of the Full Proposal is not filled in and/or at least one of the documents indicated (including the preliminary permits) in section 21 (<i>Requested Documents</i>) of the Full Proposal is not submitted
2	Correspondence between the Concept Note and the Full Proposal	The information included in the Full Proposal is aligned with the one from the Concept Note	The information included in the Full Proposal contradicts/do not correspond to the information provided within the Concept Note
3	Signature of the legal representatives	Section 22 of the Full Proposal is signed by all legal representatives	Section 22 of the Full Proposal is not signed by at least one of the legal

Table 13: Exclusion Criteria for the evaluation of the Full Proposal Application Form – Type 3

No	Criteria	Yes	No
1	Completeness of the Full Proposal	All sections of the Full Proposal are filled in and all documents indicated in section 18 (Requested Documents) of the Full Proposal are submitted	At least one section of the Full Proposal is not filled in and/or at least one of the documents indicated in section 18 (Requested Documents) of the Full Proposal is not submitted
2	Eligibility of Applicants	Single Applicants or Partners meet all the eligibility criteria included in the section Eligible Beneficiaries (of this Guidelines) corresponding to DI2 the Full Proposal addresses	Single Applicants or Applicants in Partnership don't meet at least one eligibility criterion included in the section Eligible Beneficiaries (of this Guidelines) corresponding to the DI2 the Full Proposal addresses
3	Relevance of the Sub-project objectives	Sub-project objectives are strictly related to the reduction of nutrient discharges to water bodies	Sub-project objectives are not strictly related to the reduction of nutrient discharges to water bodies
4	Expected results	Expected results are quantified and contribute to the reduction of nutrient discharges to water bodies	Expected results are not quantified and don't contribute to the reduction of nutrient discharges to water bodies
5	Signature of the legal representatives	Section 19 of the Full Proposal is signed by all legal representatives	Section 19 of the Full Proposal is not signed by at least one of the legal representatives

7.2.3.2. Award Criteria

Only Full Proposals that are not excluded based on the exclusion criteria will be qualitatively assessed by independent evaluators on the basis of the criteria and respective scores listed in the table below.

The award criteria are divided into topics and sub-topics. Each sub-topic will be given a score between 1 and 5 in accordance with the following assessment categories: 1 – very poor, 2 – poor, 3-adequate, 4- good, 5 – very good. Please see Annex 6 for the requirements that should be met in order to receive the maximum score.

Table 14: Award criteria for the evaluation of Full Proposals Application Forms – Type 1

No	Topic	Sub-topic	Score (points)	
1	General coherence	The extent to which the necessity and the opportunity of implementing the Sub-project are clearly presented	1-5	3-15
		The extent to which the technical and economic scenarios proposed are clearly presented	1-5	
		The extent to which the recommended scenario is clearly presented (including constructive, functional and technological descriptions)	1-5	
2	Technical coherence	The extent to which the legal status of the land is clearly presented and suitable to the Sub-project implementation	1-5	4-20
		The extent to which the required field studies are clearly presented	1-5	
		The extent to which there is coherence between the main technical specifications of the Sub-project and the Sub-project objectives	1-5	
		The extent to which the necessary utilities and the technical solutions for facilitating the access to them are clearly identified and presented	1-5	
3	Sub-project activities (work plan)	The extent to which there is coherence among the Sub-project activities and sub-activities	1-5	2-10
		The extent to which there is coherence among the Sub-project objectives and Sub-project activities	1-5	
4	Financial and economic analysis	The extent to which the environmental impact assessment is comprehensive and reliable	1-5	4-20
		The extent to which the budget is suitable and consistent with the technical details	1-5	
		The extent to which the cost-benefit analysis is completely and correctly performed	1-5	
		The extent to which the number of jobs created in the construction phase, respectively in the operating phase is clearly identified	1-5	
5	Sub-project indicators	The extent to which there is coherence between the end target values of the indicators required in section 18 of the Full Proposal and INPCP-AF objectives	1-5	2-10
		The extent to which there is coherence between the end target values of the indicators required in section 18 of the Full Proposal and the Sub-project objectives	1-5	
6	Sub-project management	The extent to which the distribution of roles and responsibilities among the human resources that will ensure the Sub-project management is clearly presented and appears to be suitable	1-5	2-10
		The extent to which the monitoring mechanism put in place will guarantee the achievement of intermediate and end target values corresponding to the Sub-project indicators	1-5	
7	Sub-project sustainability (10 years after the implementation period of the Sub-project)	The extent to which the distribution of roles and responsibilities among the human resources that will be involved in the operating phase of the Sub-project is clearly presented and appears to be suitable	1-5	2-10
		The extent to which the financial resources that will be used in the operating phase of the Sub-project are identified and appear to be adequate	1-5	
8	Innovation	The extent to which the Sub-project will contribute to the demonstration or adoption of innovative technologies and/or practices	1-5	1-5
Maximum score				100

Table 15: Award criteria for the evaluation of Full Proposals Application Forms – Type 2

No	Topic	Sub-topic	Score (points)	
1	General coherence	The extent to which the necessity and the opportunity of promoting the Sub-project are clearly presented	1-5	3-15
		The extent to which the conclusions of the technical expertise and the options proposed are clearly presented	1-5	
		The extent to which the recommendation of the expert on the optimal solution is clearly presented	1-5	
2	Technical coherence	The extent to which the basic works and of those resulted as necessary to be performed after the basic works are clearly presented and suitable to the Sub-project implementation	1-5	4-20
		The extent to which the modernisation works are clearly presented and suitable to the Sub-project implementation	1-5	

		The extent to which there is coherence between the main technical specifications of the Sub-project and the Sub-project objectives	1-5	
		The extent to which the utilities consumption and the estimation on the excess of initial consumption of utilities are clearly identified	1-5	
3	Sub-project activities (work plan)	The extent to which there is coherence among the Sub-project activities and sub-activities	1-5	2-10
		The extent to which there is coherence among the Sub-project objectives and Sub-project activities	1-5	
4	Financial and economic analysis	The extent to which the environmental impact assessment is comprehensive and reliable	1-5	4-20
		The extent to which the budget is suitable and consistent with the technical details	1-5	
		The extent to which the economic efficiency analysis is completely and correctly performed and its results are suitable to the Sub-project implementation	1-5	
		The extent to which the number of jobs created in the construction phase, respectively in the operating phase is clearly identified	1-5	
5	Sub-project indicators	The extent to which there is coherence between the end target values of the indicators required in section 18 of the Full Proposal and INPCP-AF objectives	1-5	2-10
		The extent to which there is coherence between the end target values of the indicators required in section 18 of the Full Proposal and the Sub-project objectives	1-5	
6	Sub-project management	The extent to which the distribution of roles and responsibilities among the human resources that will ensure the Sub-project management is clearly presented and appears to be suitable	1-5	2-10
		The extent to which the monitoring mechanism put in place will guarantee the achievement of intermediate and end target values corresponding to the Sub-project indicators	1-5	
7	Sub-project sustainability (10 years after the implementation period of the Sub-project)	The extent to which the distribution of roles and responsibilities among the human resources that will be involved in the operating phase of the Sub-project is clearly presented and appears to be suitable	1-5	2-10
		The extent to which the financial resources that will be used in the operating phase of the Sub-project are identified and appear to be adequate	1-5	
8	Innovation	The extent to which the Sub-project will contribute to the demonstration or adoption of innovative technologies and/or practices	1-5	1-5
Maximum score				100

Table 16: Award Criteria for the evaluation of the Full Proposal Application Form – Type 3

No	Topic	Sub-topic	Score (points)	
1	Description of the context and objectives	The extent to which the problem is clearly described and there is coherence between the problem and the nutrient discharges to water bodies	2 x (1-5)*	3-15
		The extent to which there is coherence between the Sub-project objectives and INPCP-AF objective to reduce nutrient discharges to water bodies	1-5	
2	Expected results	The extent to which there is coherence between the expected results and the Sub-project activities	1-5	4-20
		The extent to which there is clearly presented how the expected results will be monitored	1-5	
		The extent to which the expected results are achievable within the Sub-project timeframe	1-5	
		The extent to which the target group is clearly identified	1-5	
3	Sub-project sustainability (5 years after the implementation period of the Sub-project)	The extent to which the distribution of roles and responsibilities among the human resources that will be involved in the operating phase is clearly presented and appears to be suitable	1-5	2-10
		The extent to which the financial resources that will be used in the operating phase are identified and appear to be adequate	1-5	
4	Financial information	The extent to which the financial information is clearly presented as required in section 15 and appears to be suitable considering the technical specifications and the Sub-project objectives	1-5	1-5
Maximum score				50

**due to their importance, the scores for these criteria will be multiplied by 2*

For each Full Proposal, the conclusion of the independent evaluators will be presented as a recommendation to the PMU as following:

Table 17: Recommendations based on the total score

Total Score	Recommendation
Full Proposal Application Forms – Types 1 and 2	
< 50 / 100	Rejected
$50 \leq x < 70$	Accepted with amendments
$70 \leq x \leq 100$	Accepted
Full Proposal Application Form – Type 3	
< 20 / 50	Rejected
$20 \leq x < 35$	Accepted with amendments
$35 \leq x \leq 50$	Accepted

Independent of the PMU decision (rejected, accepted with amendments or accepted), a note will be transmitted to the Legal Representative of the Single Applicant or of the Partnership containing the scores per sub-topic and the corresponding justification.

In case the Full Proposal is **Accepted with amendments** the Legal Representative of the Single Applicant or of the Partnership will be informed and invited to submit additional data within 15 days from the notification of the request. After the reception of the requested information the independent evaluators will review the Full Proposals and will update the total score (and the final recommendation). Only for Full Proposals that score more than 70/100, respectively 35/50, the independent evaluators will recommend the acceptance. PMU will select the Full Proposals that will receive funding up to the maximum limit of the budget allocated for each call, starting with the accepted one ranking first.

The accepted Full Proposals will be submitted to the Technical – Economic Committee of the MEFW for approval. After that, the list will be published on the website of the Project. The Legal Representative of the Single Applicant or of the Partnership will be therefore informed whether the Full Proposal they submitted will be accepted or not and how to appeal in case of rejection.

The complaints about the result of the selection process will be sent in writing (by fax or email to the address indicated for help-desk) within 3 working days from communication of the results by publication on the website.

The deadline for complaints settlements is 5 working days.

Final results after the settlement of the complaints will be communicated in writing, by fax or email.

Technical – Economic Committee of the MWF

The current membership of the Technical – Economic Committee of the MFW is appointed by ministerial order that includes also its responsibilities. The Director of PMU will participate in this committee as ex-officio member of the Committee.

The final approval of the Full Proposals accepted to be funded within INPCP-AF will be provided through a Ministerial Order within 20 days from the decision of the Technical – Economic Committee.

During the following 30 days after the Ministerial Order was issued, PMU and single Applicants or Partnerships will sign the contract stating the value of the financing, the contractual rights and obligations of both parts, at PMU's premises.

Contractual obligations of the financing recipient

The funds recipient is responsible for ensuring that the Sub-project is administered in accordance with the terms of the contract and all applicable laws. The financing recipient agrees to hold the PMU, its officers, directors and employees harmless from any cost, damage, claim, liability or expenses, including attorney's fees incurred by or claimed by any third party against the PMU in connection with activities conducted by the funds recipient under the financing funded Sub-project. The tax consequences of this award on the financing recipient and the fulfilment of these are the responsibility of the funds recipient.

Following the signing of the contract, the Beneficiaries (for all investments that consists of construction works except for biogas facilities for which the PMU will be responsible) will have 7 weeks to provide the PMU with the project for the authorization/cancellation of works execution, the construction permit and the technical execution project. Then PMU will have 14 weeks to launch the public tender for works, consultant services and equipment (including the contract signing). After that, the Sub-project will be continuously monitored by the PMU during the construction and operating phases.

Table 18 summarizes all relevant steps of the Full Proposals selection process and the entity/entities responsible for each of them.

Table 18: Sub-phases of the Full Proposals selection

Steps	Responsible	Single Applicant/ Partnership	PMU	Independent evaluators	Technical Support Group	Technical Economic Committee	MWF
Full Proposals Evaluation							
Launch of the Call for Full Proposals			√				
*Technical support for drafting the Full Proposals					√		
Submission of the Full Proposals and other documents required	√						
Verification of non-exclusion criteria of the Full Proposals and recommendations				√			
*Request for clarifications			√				
*Submission of clarifications	√						
Review of the Full Proposals				√			
Evaluation and Selection of the Accepted Full Proposals			√				
Approval of the Accepted Full Proposals						√	
Publication of the results of the selection			√				
*Appeal against the results of the Full Proposals selection process	√						
*Processing of the appeals			√				
Ministerial Order							√
Signing of the contract	√		√				
The project for the authorization/cancellation of works execution, the construction permit and the technical execution project	√		√ (for biogas facilities)				
**Launch of the public tender for works and equipment			√				
**Monitoring of the contract during the construction phase			√				
**Monitoring of the contract during the operating phase			√				

The activities marked with an () will be undertaken only if they are considered necessary by the entity responsible for performing them.
The activities marked with (**) are not part of the awarding process, but follow it.*

CHAPTER 8. Implementation arrangements

8.1. Institutional and Other Arrangements

For the purposes of implementation, the Beneficiaries shall enter into contractual arrangements with MWF including, *inter alia*: (i) the Beneficiaries' obligation to implement the Sub-project in compliance with the pertinent obligations; (ii) the cost-sharing arrangements between the Beneficiaries and the MWF; and (iii) the Beneficiaries' obligation to assist in the implementation of the Sub-project in accordance with the pertinent obligations set forth in The EMP.

8.2. Safeguards

Before the carrying out of each Sub-project, the Beneficiaries shall: (i) prepare a site specific environmental management plan (EMP) in accordance with the general EMP for INPCP; (ii) ensure that adequate information on the implementation of the EMP is suitably included in the Sub-Project Reports, and (iii) carry out the Sub-project in accordance with said environmental management plan in a manner satisfactory to the MWF.

The Sub-project's potential negative environmental impacts are expected to be localized or able to be mitigated during the implementation stage. In addition, there are environmental regulations in force in Romania, which make control and supervision of construction works mandatory (Romanian Licensing and Permitting Procedures). Contracts and bill of quantities will include clauses for appropriate disposal of construction debris, including hazardous materials that may be encountered. Existing regulations require, and procurement documents will specify, that no environmentally unacceptable materials can be used.

INPC – PMU and its supporting technical staff will monitor environmental aspects of the approved sub-project and implementation of the site-specific EMP during the whole project implementation.

This would allow the INPC – PMU to observe potential controversial sub-project impact, to recommend remedial actions to be taken and to ensure that the World Bank safeguards policies and the domestic legal requirements are met and local beneficiaries.

8.3. Sub-project monitoring and report

During the Sub-project implementation the Beneficiaries shall monitor and evaluate the progress of the Sub-project implementation and prepare Quarterly Sub-Project Reports in accordance with the provisions of Annex 7 not later than fifteen (15) days after the end of the period covered by such report. An exception to this rule: during the construction works period these reports should be Monthly Sub-Project Reports.

At the end of the Sub-project implementation the Beneficiaries shall prepare Final Sub-Project Reports in accordance with the provisions of Annex 7 and shall be furnished to the MWF - PMU not later than fifteen (15) days after the end of the period covered by such report.

After the project implementation the Beneficiaries shall monitor and evaluate the progress of the Sub-project in acquiring of the General Objective and prepare Sub-project Reports in accordance with the provisions of Annex 8. Each Sub-project Report shall cover the period of one calendar semester, and

shall be furnished to the MWF - PMU not later than forty-five (45) days after the end of the period covered by such report.

The beneficiaries have to state by decision and ensure the properly personnel for monitoring and reporting to the PMU (or other department from MWF) during the Sub-project implementation and during the operating phase .

8.4. Financial Management

After the Sub-project implementation the Beneficiaries shall maintain a financial management system which reflects the operating costs and the revenue. The Beneficiaries shall prepare and furnish to the PMU not later than forty-five (45) days after the end of each calendar semester, interim financial reports for the Sub-project covering the semester, in form and substance as in Annex 8.

The expenses listed in the section *Expenses of the Beneficiaries* will be supported by the Beneficiaries, without reimbursement. The expenses listed in the section *Expenses of the MWF* will be supported by the MWF.

The consultancy services will be accomplished by the Consultants that will be selected after a bidding process conducted by the Beneficiary according to the Romanian law for such type of services. The cofinancing of the Beneficiary consists of direct payment of the taxes and direct payment to the Consultants for the services contracted by the Beneficiary.

8.5. Procurement

All consultants' services that are contracted by the Beneficiaries (see sections named *Expenses of the Beneficiaries*) and are required for the Sub-project that will be financed out of the Component 1 (as Feasibility studies, technical design and such), shall be procured by the Beneficiaries in accordance with the requirements set forth by the Romanian related legislation (law 98/2016 on public procurement and Government Decision 395/2016 on Rules of Application of Law 98/2016).

Exception: The technical design of biogas facilities (Technical Design, Technical Documentation for Construction Permit (DTAC), Executions Details, Documentation for Operating Permit) will be accomplished by a Constructor that will be selected after a bidding process conducted by the PMU according to World Bank's National Competitive Bidding procedure (NCB) as specified in the "Guidelines: Procurement of Goods, Works, and Non-Consulting Services under IBRD Loans and IDA credits & Grants by World Bank Borrowers", published in January 2011, revised July 2014 (Procurement Guidelines) and based on the "design and build" standard documentation developed by the Bank for such type of facilities (and will be paid by the Beneficiary who will be part in the "design and build" contract.

Annex 1. Description of the investments

Introduction

In order to align to the requirements of the EU's Nitrates Directive, Romania is committed to improving water quality and reducing nutrient pollution originating from agriculture over its entire territory.

The Romanian agriculture is characterized by the large number of farms small and medium farms, with small areas of arable land together with livestock, typically one or two cows, horses, pigs, sheep and chickens that are housed inside of villages, close to the family dwellings. This type of farms is producing large quantities of livestock manure that needs to be properly stored and managed in order to avoid pollution of water resources with nutrients (especially nitrogen and phosphorous compounds).

The storage of manure in proper conditions at the household level requires individual investments in construction of appropriate storage facilities that proved to be unaffordable for most of the small farmers practicing subsistence agriculture. Also, the construction of adequate manure storages inside the backyards is often limited by the lack of space, distance from wells and neighbours' houses. For these reasons, most of the householders are reluctant to invest in construction of individual manure storage facilities and continue to store their manure without any measure to avoid water pollution through manure leachate and seepage.

Having in view the above and due to their nature of public good, the construction of community level manure storage and management facilities would be an option to mitigate water pollution and help small farmers to comply with the requirements of the Code of Good Agricultural Practices for the protection of waters against pollution with nutrients originating from agriculture.

Description of the investments supported within DI 1

DI 1: Developing local community storage, composting and handling systems, packing/ pelleting stations and biogas facilities, all to promote better management of livestock waste

Building manure storage facilities

The basic concept of the management of livestock manure consists of several key elements:

- Segregation, at the household level, of inert and recyclable materials such as metal cans, glass and plastics from livestock wastes through the use of a separate household waste container. Use an authorized sanitation services provider for segregated household waste removal.
- Utilize a single impermeable store at the household with enough storage for up to 1 month's manure production. The size should be selected according the number of stock at the households it is required to serve.
- When building/rehabilitating a household manure storage it is recommended to consider the following:
 - Locate the manure store close to the livestock housing;

- Avoid double handling of the livestock waste before the store;
 - Provide impermeable storage for the solid livestock waste;
 - Stack the waste to reduce run off;
 - Stack the waste to increase storage capacity;
 - Provide catchment to leachate and urine;
 - Direct all rainfall onto roofs away from waste;
 - Provide facilities for the optional composting of waste within the storage areas;
 - Provide sufficient storage period for over winter storage. This should be a minimum of 1 month.
- Utilize the existing practice of the householders to transport their waste by cart. For those householders who do not have transport a chargeable collection service to the village or commune platform could be offered.
 - Make use of the transfer of manure from the household store to the community platform to aerate the waste, promoting continued bacterial activity in the waste.

Storage systems at the community platform:

The minimum period for the management and storage of waste should be 6 months, as recommended within the Code of Good Agricultural Practices. Regarding the constraints affecting the storage periods required, the following can be mentioned:

- The ground is likely to be frozen between November and February;
- Ploughing is between August to October;
- Seedbed preparation occurs in spring;
- Cultivation of spring sown crop seedbeds from the over wintered ploughed ground is between March and May.

The objective should be to empty the store by the end of autumn. However, a longer period of storage would be required for manure with high content of bedding. The presence of the maize straw as bedding or as rejected fodder material makes direct use of the solid waste onto agricultural land unacceptable. Decomposition of the waste is required to break down the fibrous lignocelluloses material. Therefore the length of time that is needed to hold the material could be longer than 6 months. In general, a storage period of 1-1.5 year is necessary to put to good effect in the stabilization of the waste.

This size of the platform should be calculated based on the waste volumes from the size of stock observed for the number for households in each village and number of villages in each commune.

For the elaboration of the feasibility study and the technical project the provisions of GD no. 907/2016 on the stages and standard content of technical-economical documentations referring to investments objectives/projects financed from public sources must be observed.

The recommended facilities at the platform are:

- Concrete area for the management of the waste. The main platform should preferably be a walled on 3 sides of a rectangular platform to contain the waste. The walls must be able to withstand the load waste piled against them and the loads from the loading machine. The material will be stacked to a height of 2-3 m. The activities within the platform should be unrestricted by internal walls so that the space needed for management and storage can be flexible. This will suit the requirements for active management of composting if this is necessary for certain materials. An apron of

concrete is provided for the movement of machinery and the unloading of the household cart or an agricultural trailer;

- Catchment channel for runoff from the platform. A leachate collection channel should be provided across the full width of the front of the platform. This collects rainfall and leachate into a large basin to the side of the platform;
- Storage pits and tanks with impermeable base and walls. The storage basin should be designed to hold 30 days rainfall as it is expected that the liquid can be applied to land or returned to the waste at more frequent intervals than the waste is spread;
- Security fencing;
- Safety fencing of the leachate storage area;
- Office / Staff facilities;
- Landscaping;
- Piezometers for monitoring the potential discharges in the ground water.

Building composting, packing/pelleting stations

Compost is organic matter that has been decomposed and recycled as a fertilizer and soil amendment. Compost is a key ingredient in organic farming. At the simplest level, the process of composting simply requires making a heap of wetted organic matter known as green waste (leaves, livestock manure) and waiting for the materials to break down into humus after a period of weeks or months. Modern, methodical composting is a multi-step, closely monitored process with measured inputs of water, air, and carbon- and nitrogen-rich materials. The decomposition process is aided by shredding the plant matter, adding water and ensuring proper aeration by regularly turning the mixture. Worms and fungi further break up the material. Bacteria requiring oxygen to function (aerobic bacteria) and fungi manage the chemical process by converting the inputs into heat, carbon dioxide and ammonium. The ammonium (NH_4) is the form of nitrogen used by plants. When available ammonium is not used by plants it is further converted by bacteria into nitrates (NO_3) through the process of nitrification. Compost is rich in nutrients. It is used in gardens, landscaping, horticulture and agriculture. The compost itself is beneficial for the land in many ways, including as a soil conditioner, a fertilizer, addition of vital humus or humic acids, and as a natural pesticide for soil. In ecosystems, compost is useful for erosion control, land and stream reclamation, wetland construction, and as landfill cover. Use of animal manure and bedding accumulated at community level for composting, packing/pelleting.

The manure storage systems at community level could be improved by adding a module for producing compost and fuel from biomass. The basic composting ingredients are animal manure generated on the farm and bedding. Each type of manure has its own physical, chemical, and biological characteristics and the common bedding materials are straw, maize stalks and sawdust. Cattle and horse manures, when mixed with bedding, possess good qualities for composting. Swine manure, which is very wet and usually not mixed with bedding material, must be mixed with straw or similar raw materials. Poultry manure also must be blended with carbonaceous materials - those low in nitrogen preferred, such as sawdust or straw.

A composting station consist of an impervious working and storage area and equipment for preparation of the raw materials, conducting accelerated aerobic fermentation, sieving, packing and pelleting.

Equipment for manure storage/composting facilities

At the community platform, the waste which consists mainly of animal waste is not expected to require active management. For passive composting, manure should be placed in 2-3 m high rows running the length of the storage area. For this operation and turning of the heaps to assist the composting process as appropriate a loader machine is required. This should be a specialized machine – usually a frontal loader is used. The loader should have an interchangeable fork and bucket attachment. For all equipment, technical specifications should be developed in accordance with the operations that must be performed. Tractor and trailers are required for transporting manure and compost.

The management of the liquid fractions requires vacuum tankers and manure/compost application on the agricultural fields requires manure spreaders.

For active composting, additional equipment is required, such as:

- Shredders for shredding of fibrous materials (e.g. corn stalks, wooden branches, straws, tomato haulm);
- Specialized equipment for mixing and turning of manure rows;
- Sieving equipment, for separating the coarse material from the final product;
- Air blowers for assisting active fermentation;
- Packing machines;
- Pelleting machines;
- Other equipment as provided in the approved design of the composting, packing/pelleting station.

At the design phase, the technical specifications for equipment should be developed in accordance with the operations that must be performed.

Biogas facilities

The operation of a biogas plant can be described by four major steps:

- Transport, delivery, storage and if it is the case, pre-treatment of raw materials

The raw material (substrates) is represented by animal wastes – manure and energy crops (maize or sorghum silage); after harvesting, the vegetal crops are chopped and then stored in silos, accommodated on the biogas plant platform, with no other treatment required before being fed into digester. Also, to provide the necessary microorganisms for the fermentation process, the digesters will be primary filled with manure, and after with the silage will be added. The ratio of manure from the total substrate quantity will vary after the start-up, depending on the digestion process parameters until the optimum quantity is determined.

- Biogas production

The biogas is produced by anaerobic digestion process undergoing in one or more fermentation tanks (digesters).

- Treatment (especially desulfurization) and biogas storage

The resulted biogas will be stored within the available gasholder capacity (digester roof) and it will be used for electricity and thermal energy production (directly on site or indirectly, on the site where biogas is transported). Before burning in the cogeneration unit, the biogas will be desulphurized

directly in the digester through specific biological process and the advanced purification will be achieved an activated carbon filter unit.

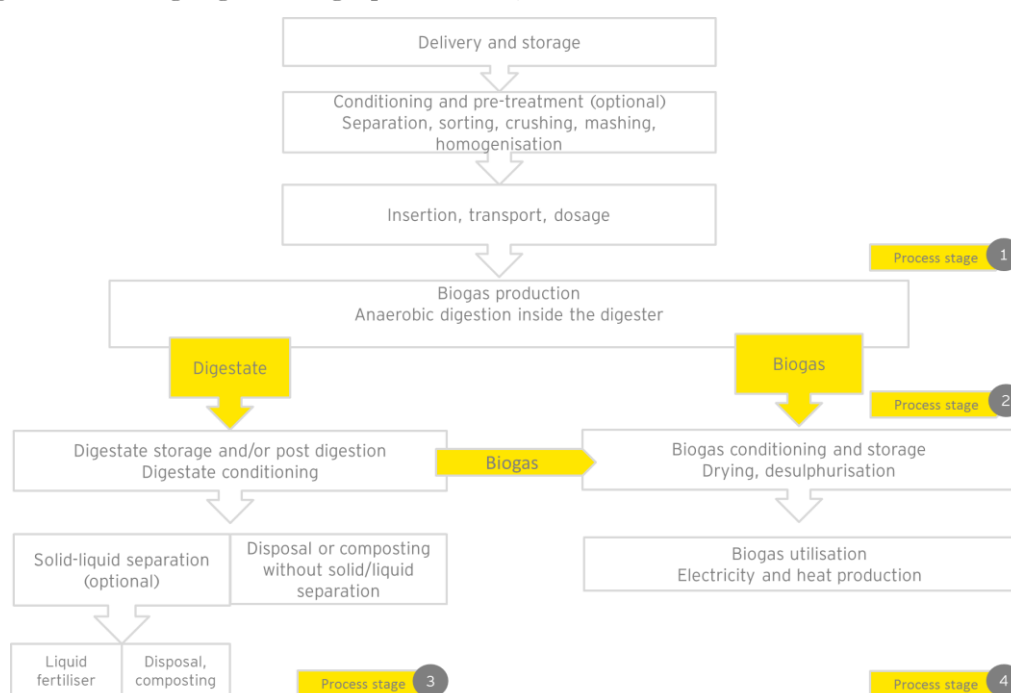
- Digestate storage and management

The digestate will be processed in a liquid-solids separator; the liquid fraction will be stored in the basins on the plant site and will be used as fertilizer for agricultural crops. The solid fraction can be dried and packaged or can be stored on the special designed platform. All solid fertilizer will be used as high quality fertilizer.

For the elaboration of the feasibility study the provisions of GD no. 907/2016 on the stages and standard content of technical-economical documentations referring to investments objectives/projects financed from public sources must be observed.

The concept of a biogas plant operation is presented in the figure below:

Figure 3: Processing stages in a biogas plant (PRABL, 2008)



The development requires the settlement of the following components/units:

- Digester feeding unit, consisting of:
 - Storage tanks for liquid manure;
 - Substrate feeding system (for liquids and solids);
 - Storage platforms for energy crops and solid manure.
- Electricity and heat cogeneration unit: represents the technological unit that allows biogas valorisation through electrical and thermal energy production. The cogeneration unit is a complex functional installation with a various electric capacity. The cooling engine circuit with the provided heat exchanger associated to exhausting burning gasses will allow heat recovery.
- Installations automation and control system, is represented by a recording and controlling system for fermentation process and biogas production parameters (gas quantity – development curve), temperature in the fermenter, recorded data from the

biogas analyser (CH₄, O₂, H₂S etc.) and electricity (frequency, voltage, hours of operation of the cogeneration unit, etc).

- Technical building
- Weighbridge;
- Plant networks:
 - Water supply system
 - Sewage system
 - Roads;
 - Low voltage electricity line to supply electricity in the national grid network.

As regards the operation, in the analysed investment two distinct types of activities will take progress:

- Biogas production by the anaerobic fermentation of wastes
- Electricity and heat generation using the resulted biogas as fuel

Below is presented an example of the technological flow of a biogas plant having a capacity of 370 kW/h:

Table 19: The technological flow of a biogas plant

Phases	Operations/details
Upstream activities	<ul style="list-style-type: none"> • Transporting manure to the biogas plant – legal entities; • Collecting the manure from households (service organized within the City Hall); • Transporting the manure to the biogas plant.
Material inputs	<ul style="list-style-type: none"> • Energy crops silages – 2.000 tones/year; • Manure (swine, bovine, poultries) – 18.000 tones/year;
Processes/treatment/activities	<ul style="list-style-type: none"> • Input sorting/verification; • Temporary storage of the manure on the site; • Anaerobic fermentation; • Biogas treatment (desulphurisation, drying, advanced treatment); • Producing electrical and thermal energy (internal combustion engine which consumes biogas, activates an electric generator, recovers the heat produced by the engine - CHP); • Infuse electrical energy in the National Energetic System; • Partially reuse of the thermal energy; • Separate liquid/solid digestate; • Drying a part of the solid digestate; • Temporary storage of liquid and solid digestate; • Handling solid/liquid materials (load/unload).
Energy output	<ul style="list-style-type: none"> • Biogas: 1.527.000 m³/year • 3.000.000 kWh electrical/year produced out of which: <ul style="list-style-type: none"> - 30% will be used for the biogas plant consumption; - 70% will be infused against payment in the National Energetic System; • 3.300.000 kWh thermal/year out of which: <ul style="list-style-type: none"> - 30% will be used to heat the digester; - 70% will be used to dry the digestate, to ensure the heating in schools, hospitals, swimming pools, etc.
Material outputs	<ul style="list-style-type: none"> • Liquid digestate (having 3% dry matter content) – 15.000 m³/year • Solid digestate (raw) – 5.800 tones/year out of which: <ul style="list-style-type: none"> - Dry solid fertilizer – 1.200 tones/year (2.300 m³/year evaporated water)

	- Humid solid fertilizer (compost) – 2.300 tones/year
Downstream activities	<ul style="list-style-type: none"> • Selling solid digestate (humid or dry) to third parties; • Spreading the liquid or solid digestate over the local administrative-territorial unit (Beneficiary) fields or over neighbouring areas – either by the City Hall Service or directly by the owners of those fields; • Support activities for maintaining and developing the activity: local planning, local public services organization, mediation and communication.

From the institutional point of view, the following activities should be done:

- Tender organization for the selection of the Contractor for design and build
- selection and design of technical solutions – Feasibility Study development
- Sub-project components approval– obtaining of permits and approvals, including Technical Grid Connection Approval (ATR - Aviz Tehnic de Racordare);
- Detailed design and the elaboration of the Technical Documentation to obtain the Building Permit;
- Obtaining of Building Permit;
- Organization of the preparation activities for works execution;
- Construction of plant components and equipment purchasing;
- Equipment testing;
- Preparation for the start-up;
- Institutional training of the Sub-project beneficiary;
- Operational personnel training;
- Start-up and acceptance test.

As regards the works technology and the equipment scheme that will be used for the construction site works it must be underlined that according to the type of the biogas plant, the activities that are specific to design and build of a biogas plant are as follows:

- Feasibility studies
 - Consultancy services for feasibility studies (including the documentation for obtaining the permits as stated in the Urban Planning Certificate)
- Technical design
 - Technical Design
 - Technical Documentation for Construction Permit (DTAC);
 - Technical Documentation for Site Organization;
 - Executions Details;
 - As built documentation
 - Documentation for obtaining the operating permits.
- Land works
 - works for vertical systematization – foundations and platforms for equipment and tanks;
 - functional rooms – interior arrangements (laboratory, office, vestiaries, sanitary facility, materials and chemicals storage room).

- Concrete and metallic construction works
 - foundations for equipment, installations, pillars and other metallic structures;
 - metallic structures for equipment and installations support;
 - platforms and access ladders.
- Equipment, installations and pipes mounting works
 - equipment / installations mounting;
 - pipelines mounting;
 - piping connexions execution for technological processes and utilities supply.
- Networks settlement
 - pipe racks construction;
 - underground sewage development;
 - networks arrangements: electrical, steam, water.
- Electrical installations works
 - installation for electricity supply – exterior connexion to National Power Grid;
 - power and lighting installations;
 - electrical grounding installation for equipment, machineries, metallic structures, technological and utilities pipelines, and also for protection against atmospheric electricity discharge.
- Automation works
 - Systems for distributed technological processes control and tracking;
 - Automation systems;
 - Alarming and interlocking systems.
- Water/sewage networks
 - water connexion to the sanitary and technological systems;
 - installation connexions and internal junctions;
 - hot water connexion to the technological lines / digester heating;
 - firefighting network.
- Fire-fighting works
 - execution of the installations used for firefighting and fire-fighting endowments, according to technological processes and zone classification.

Description of the investments supported within DI 2 - Upgrading the existing manure storage and/or composting facilities

This domain of intervention finances sub-projects for upgrading the existing manure storage and/or composting facilities, through:

- a. Sets of equipment that support the functioning of existing manure storage facilities and composting stations for beneficiaries that already have their own storage/composting facilities;

- b. Intervention works for existing facilities, including, as the case may be, the corresponding set of equipment.

Intervention works means to do some works, including the related installations, in order to maintain and/or to improve the requirements applicable to an existing facility, according to its destination (e.g.: extension the concrete surface of an existing platform/composting station, building a fence for an existing platform/composting station, building an additional shelter afferent to the existing platform/composting station, building a parking area for the transport equipment, extension of the utilities, building an additional storage tank for leachate, etc).

This type of sub-project (Brownfield type sub-project) is a project which is implemented on the ground where there is a building. That usually means to avoid the new cadastral and topographical operations, urban re-regulation (change of use and framing) and utilities.

Description of the investments supported within DI 3 - Sewage and wastewater treatment activities

This type of investment is intended for communities that already implemented all measures to mitigate pollution with nutrients originating from agriculture, but where this pollution is still imminent due to the households having no waterproof septic tanks from which leachate leaks directly into groundwater.

These all measures that were implemented in order to mitigate pollution with nutrients are:

- An authorised system for collecting and management of manure at community level (building communal / composting stations for manure, transport and handling equipment);
- To have approved and implemented the Local Action Plan for water protect against pollution with nitrates from the agricultural sources;
- Planting protective forest strips, if the Local Action Plan request some intervention.

INPCP-AF finances the introduction or extension of small – scale (serving a number of 1,000 - 5,000 equivalent inhabitants) sewage collection and treatment systems. It is important to understand that only investments that are related to waste water management and not to drinking water will be supported.

It is mandatory that the proposed sub-projects to take into consideration the need to solve the households' connection to the sewage system for at least 80% of the potential users (only the parts located on the public land). Where the households are located on either side of a modernized road, the development of the sewage system should be implemented on both sides of the road with very few undercrossings. It should be taken into account the rebuilding of roads and footbridges affected by the sewage system works.

For the elaboration of the feasibility study and the technical project the provisions of GD no. 907/2016 on the stages and standard content of technical-economical documentations referring to investments objectives/projects financed from public sources must be observed.

Description of the investments supported within DI 4 - Planting of forest shelter-belts

These types of sub-projects support the planting of buffer strips of vegetation where the water bodies require protection from nutrient discharges and the surrounding communal lands are affected by erosion and are not suitable for grazing or crops. Because the amount of degraded land varies from one locality to another, it also varies the number of water bodies that require buffer strips to reduce nutrient discharge.

Reducing nutrient discharge into the waters is calculated by the designer based on a buffer capacity of forest vegetation to reduce flow velocity, rate of penetration and intercepting sediments and chemicals. Generally, a buffer strip will be a minimum width of 6 m and will consist of forest vegetation. The types of seedlings, seeds, cuttings, will be chosen by the designer, according to the plots, slope, soil characteristics (type, texture, and permeability), soil cover and precipitation.

Annex 2. Concept Note

Instructions regarding how to fill in the Concept Note

All sections of this Concept Note should be filled by the Applicants addressing the following Domains of Intervention:

- **DI 1.** Developing local community storage, composting and handling systems, packing/ pelleting stations and biogas facilities, all to promote better management of livestock waste;
- **DI 2.** Upgrading the existing manure storage and/or composting facilities (if the Sub-project includes **intervention works**);
- **DI 3.** Sewage and wastewater treatment activities;
- **DI 4.** Planting of forest shelter-belts.

*For Sub-projects addressing DI2 including **only acquisition of equipment** the Concept Note should be filled in.*

To support the Applicants in filling in the Concept Note, some sections contain additional information indicating the type of specifications required. Please read carefully all the instructions before filling in the form.

The Applicants should follow the proposed structure and fill in all the sections of the Concept Note.

The instructions should be deleted before submitting the Concept Note and Romanian will be the language used by Applicants to present the requested information.

Handwritten Concept Notes will be refused for registration in the selection process. The Applicant should be aware of the following requirements regarding the typewritten Concept Note: font – Times New Roman, font size - 12, line spacing – 1.5.

Also, in order to enter the selection process, the Applicant should submit for assessment the Concept Note and all the requested documents listed within sections 20.

Form for requesting of support for the preparation of the Concept Notes:

APPLICANT (name, phone, email, no. registration)

To: PMU Help Desk

Undersigned, the legal representative of the applicant (or of the partnership), request support for the preparation of the Concept Notes that I intend to send in order to be financed from Domain of Intervention(please indicate the domain of intervention).

Signature,

CONCEPT NOTE

(to be filled in for Sub-projects addressing DI1, DI2 – if they include intervention works, DI3 or DI4)

GENERAL INFORMATION REGARDING THE PROPOSED INVESTMENT OBJECTIVE

1. SUB-PROJECT TITLE
(the name of the investment
objective)
Main credit release authority
Beneficiary of the investment

2. SUB-PROJECT DURATION
(months)

3. VALUE OF THE SUB-PROJECT
(VAT included)

(EUR)

including GRANTS (VAT included)

(EUR)

4. REVENUE GENERATING SUB-PROJECT

YES

ESTIMATED
VALUE OF
REVENUES (VAT
included)

NO

(EUR)

5. SINGLE APPLICANT / LEAD PARTNER (IN CASE OF PARTNERSHIPS)

Legal Name _____

Address _____

Phone _____

Fax _____

Email _____

6. LEGAL REPRESENTATIVE OF THE SINGLE APPLICANT (OR OF THE PARTNERSHIP)

Name and Surname _____

Address _____

Phone _____

Fax _____

E-mail _____

7. PARTNER

Legal Name _____

Address _____

Phone _____

Fax _____

Email _____

Fax	Email
Fax	Email

8. DOMAINS OF INTERVENTION

Indicate the Domain of intervention for which you request financial support within the INPCP-AF:

- DI 1: Developing local community storage, composting and handling systems, packing/ pelleting stations and biogas facilities, all to promote better management of livestock and household waste
- DI 2: Upgrading the existing manure storage and/or composting facilities
- DI 3: Sewage and wastewater treatment activities
- DI 4: Planting of forest shelter-belts

9. PREVIOUS FUNDING

Indicate if the Single Applicant (or one of the Partners) received funding in the last 5 years for the same object of investment the Sub-project they develop within the INPC addresses (if funding was received from the budget of the INPC project implemented during 2008-2017, it should also be mentioned).

YES	<input type="checkbox"/>
NO	<input type="checkbox"/>

**If the answer is yes, please fill in Appendix A - Funding received in the last 5 years for similar/ related/ same investments*

DESCRIPTION OF THE SUB-PROJECT

10. THE NECESSITY AND THE OPPORTUNITY OF THE PROPOSED INVESTMENT OBJECTIVE (CONTEXT)

State clearly the problem related to reducing nutrient discharges to water bodies the Sub-project aims to address and explain how the context may evolve in case the Sub-project is not developed. To support the described local context, documents, tables, maps, charts, photographs may be attached.

(Maximum two pages)

10.1 Concise description regarding:

- a) Deficiencies of the current situation
- b) The positive effect foreseen by the development of the investment objective
- c) The negative impact foreseen if the objective investment is not developed

10.2 A presentation of the investment objectives with the same or similar functions with the proposed investment

objective in the area, so as to justify the necessity of the proposed investment objective

10.3 Where applicable references to any strategy, master plan or other similar plans approved by legislation where the investment objective might be included

10.4 Where applicable references to any international agreements to which the Romania is part and requiring the implementation of the investment objective

11. GENERAL OBJECTIVES FORESEEN TO BE ACHIEVED BY IMPLEMENTING THE INVESTMENT (OBJECTIVES OF THE SUB-PROJECT)

State clearly the general objective (long term benefits the Sub-project will contribute to) and the specific objectives (the short term changes that the Sub-project will produce in the target population) of the Sub-project, highlighting how will they contribute to reducing nutrient discharges to water bodies and how they are linked to the INPCP-AF objectives.*

** Target population = the group of people that the Sub-project aims to influence*

(Maximum one page)

12. ASSESSMENT OF THE AFFORDABILITY OF THE PUBLIC INVESTMENT (SUB-PROJECT SUSTAINABILITY)

Please list the human and financial resources ensuring both the execution of the investment objective and the functioning and maintenance of the investment objective of the sub-project after the implementation period (during the operational period).

(Maximum two pages)

12.1 An estimation of expenses for the execution of the investment objective by taking into account if appropriate:

- The costs of similar investments
- Standards of costs for similar investments

12.2 An estimation of expenses for each designing stage of the technical-economical documentation for the investment objective, as well as for the preparation of other specific studies referring to the investment objective, including the necessary expenses for obtaining permits, authorizations and agreement required by legislation;

12.3 An identification of sources for financing the estimated expenses (if there are any non-refundable financing sources the name of the operational programme/corresponding axe will be identified);

12.4 List the human and financial resources ensuring the *functioning and maintenance of the investment objective of the sub-project after the implementation period (during the operational period).*

13. INFORMATION REGARDING THE LEGAL , ECONOMICAL AND TECHNICAL STATUS OF THE LAND AND/OR OF THE EXISTING CONSTRUCTION

Please provide information from the urban planning certificate and attach the urban planning certificate and all documents certifying the legal status of the land to this Concept Note.

14. SUBPROJECT ACTIVITIES

Please list in chronological order all activities to be implemented in order to reach the objectives regarding the reduction of nutrient discharges into water.

(Maximum one page)

15. CONCISE TECHNICAL AND FUNCTIONAL DESCRIPTION OF THE PROPOSED INVESTMENT PROJECT (EXPECTED RESULTS)

Please describe how the project will improve the current situation as well as how the territorial-administrative

units and the target population will directly or indirectly benefit from the subproject's results.

(Maximum 2 pages)

- a) Destination and functions;
- b) Expected characteristics, parameters and specific technical data;
- c) The minimum functioning period estimated according to the proposed destination/functions.
- d) The needs,/requests of specific functions.

16. RISK FACTORS

Please describes all risk which might prevent the successful implementation of the sub-project as well as the measures envisaged to avoid them.

17. SUB-PROJECT MANAGEMENT

Provide a synthetic description of the approach you intend to use towards Sub-project management. The description should provide details on how the roles and responsibilities of the proposed team and of partners (in case of partnerships) are distributed for each activity.

(Maximum one page)

18. JUSTIFICATION FOR THE PREPARATION OF :

- *the technical expertise and where the case may be of the energy audit or other specific studies, audits or relevant analyses, including a diagnostic analysis for interventions on existing constructions;*
- *a study validating the value of the cultural resource referring to the restrictions and the permissive character associated to the investment objective, if there are interventions on historical monuments or in protected areas;*

19. CHARACTERISTICS OF THE PROPOSED LOCATION FOR THE IMPLEMENTATION OF THE INVESTMENT OBJECTIVE (LOCATION, DESCRIPTION AND LEGAL STATUS OF LAND)

Indicate the estimated surface of the land on which the investment object would be placed and its characteristics: nature, current use of the land and immediate surrounding areas (formal and informal use by private individuals, commercial or state-owned enterprises or public institutions), distance to the residential area, distance to the surface watercourse.

- a) A concise description of the proposed location (location, land surface, dimensions);
- b) Connections with the neighbouring areas, existing and/or possible access ways;
- c) Existing pollution sources in the area;
- d) Geographical characteristics;
- e) Technical and urban planning characteristics of the area and possibilities to ensure access to public utilities;
- f) the existence of utility networks in any location that would require relocation / protection, to the extent that these can be identified;
- g) possible encumbrance obligations;
- h) constructive conditions determined by the technical state and the construction system of construction already existing at the location, upon which it will be intervened, as the case may be;
- i) urban planning regulations applicable in the area according to the approved urban planning documentations – general urban plan/ zonal urban plan and the corresponding local urban planning regulation;
- j) the existence of architectural/historical monuments or archaeological sites at the location or in the neighbouring area, specific obligations in case of protected areas.

Date:

Elaborated by:

*Legal representative of the single applicant (or of the association)
(name. Function, signature)*

20. REQUESTED DOCUMENTS (TO BE ATTACHED)

You should submit the following documents together with the Conceptual Note:

Annex CN1: Financing Contract;

Annex CN2: Operating costs Agreement;

Annex CN3: Partnership Agreement – if applicable;

Annex CN4: Written requests with signatures from at least 50% of the households with livestock (individual households, small farms and medium) expressing their commitment to transport their manure by their own means of conveyance or to use collection and transportation services organised by the local administrative-territorial units and to store their livestock manure on the community platform/composting station;

Annex CN5: Agreement to ensure the sustainability;

Annex CN6: Compliance statement – solved nutrient discharge – applicable only to DI 3;

Annex CN7: Compliance statement – non-eligibility for other sources of funding – applicable only to DI 3;

Annex CN8: Households' request to connect to the sewage system - applicable only to Sub-projects that include such an investment;

Annex 4: Summary of public consultations;

Annex A – the amount of financing received during the previous 5 years for the same investment, similar investments, complementary investments – this will be filled in only by applicants who have received financing during the previous 5 years;

Annex CN9: Certificate of Urbanism and the documents that certify the legal status of the land;

Annex CN10: The designing theme according to Annex 2 of GD 907/2016.

21. DECLARATIONS

I,

the legal representative of the applicant (or of the partnership), confirm that the information presented in this application is complete and correct. I acknowledge that any wilful misrepresentation of information or activities is just cause for civil, administrative or judicial penalties to be brought against me.

Signature

Date

I,

the legal representative of the applicant (or of the partnership), confirm that the Sub-project application is submitted by and has been made in full agreement with me.

Signature

Date

Name of the Partner

I,

the legal representative of the partner institution, confirm that the Sub-project application is submitted and has been made in full agreement with me.

Signature

Date

Name of the Partner

I,

the legal representative of the partner institution confirm that the Sub-project application is submitted and has

been made in full agreement with me.

Signature

Date

Name of the Partner

I,

the legal representative of the partner institution, confirm that the Sub-project application is submitted and has been made in full agreement with me.

Signature

Date

Appendix A**Funding received in the last 5 years for similar/ related/ same investments**

[This annex will be filled in only by Applicants who have received funding in the last 5 years for similar/ related/ same investments the current Sub-project they develop within the INPCP-AF includes (the funding received from the budget of the INPC project implemented during 2008-2017 and other sources should be mentioned)].

1. PROJECT TITLE AND REFERENCE NUMBER:

[To be completed with the project title as it appears in the financing contract. The reference number is the code of the project / contract number as determined by the organization that provided funding / contracting authority.]

2. DOMAIN(S) OF INTERVENTION ADDRESSED WITHIN THE PROJECT:

[There will be selected only those types of investments addressed by the project mentioned above.]

- DI 1: Developing local community storage, composting and handling systems, packing/ pelleting stations and biogas facilities, all to promote better management of livestock and household waste
- DI 2: Upgrading the existing manure storage and/or composting facilities
- DI 3: Sewage and wastewater treatment activities
- DI 4: Planting of forest shelter-belts

3. STATUS OF THE PROJECT IMPLEMENTATION

[To be filled in with FINISHED or ONGOING; in this last case it will be mentioned the completion date as specified in the financing contract.]

4. OBJECT OF THE PROJECT:

[To be filled in with a brief description of the project and completed / ongoing activities.]

5. STATUS OF THE INVESTMENT:

[The Applicant will indicate whether the platform/ biogas station/ composting station/ equipment/ sewage system/ treatment plant/ is functional or no, in this last case the reasons which hinder its functioning will be briefly specified.]

6. TOTAL VALUE OF THE PROJECT:

[It will be filled in the final value of the project, the currency being the one the financing contract was denominated in.]

7. SOURCES OF FINANCING:

[It will be indicated the source of funding - for example, the state budget, local budgets, external grants, etc. and it will be filled in the name of the organization that provided funding and the contracting authorities - if different.]

Annex 3. Full Proposal Application Form

Instructions regarding how to fill in the Full Proposal Application Form

*All sections of the Full Proposal Application Form - **Type 1** should be filled in by the Applicants addressing the following Domains of Intervention:*

- DI 1: Developing local community storage, composting and handling systems, packing/ pelleting stations and biogas facilities, all to promote better management of livestock and household waste;
- DI3: Sewage and wastewater treatment activities;
- DI4: Planting of forest shelter-belts.

*All sections of the Full Proposal Application Form - **Type 2** should be filled in by the Applicants addressing Domain of Intervention 2 (Provision of equipment to upgrade the existing manure storage and/or composting facilities) that include **intervention works**.*

*For Sub-projects addressing Domain of Intervention 2 including **only equipment Full Proposal Application Form - Type 3** should be filled in.*

To support the Applicants in filling in the Full Proposal Application Form, some sections contain additional information indicating the type of specifications required. Please read carefully all the explanations before filling in the form.

The Applicants should follow the proposed structure and fill in all the sections of the Full Proposal Application Form.

The details should be deleted before submitting the Full Proposal Application Form and Romanian will be the language used by Applicants to present the requested information.

Handwritten Full Proposal Application Forms will be refused for registration in the selection process. The Applicant should be aware of the following requirements regarding the typewritten Full Proposal Application Form: font – Times New Roman, font size - 12, line spacing – 1.5.

Also, in order to enter the second phase of the Awarding process, the Applicants should submit for assessment the Full Proposal Application Form and all the requested documents listed within section 21 of the Full Proposal Application Form – Type 1 and 2, respectively within section 18 of the Full Proposal Application Form – Type 3.

Form for requesting of support for the preparation of the Full Proposals:

APPLICANT (name, phone, email, no. registration)

To: PMU Help Desk

Undersigned, the legal representative of the applicant (or of the partnership), request support for the preparation of the Full Proposals that I intend to submit in order to be financed, referring to the Subproject(please indicate the name).

Signature,

FULL PROPOSAL APPLICATION FORM – Type 1

(to be filled in for Sub-projects addressing DI1, DI3 or DI4)

PART A: FEASIBILITY STUDY**GENERAL INFORMATION**1. CONCEPT NOTE REGISTRATION
NUMBER

2. SUB-PROJECT TITLE

3. SUB-PROJECT DURATION

(months)

4. VALUE OF THE SUB-PROJECT
(with and without VAT)

(LEI)

including GRANTS (with and without
VAT)

(LEI)

5. REVENUE GENERATING SUB-PROJECT

YES

ESTIMATED VALUE OF REVENUES (with
and without VAT)

NO

(LEI)

6. SINGLE APPLICANT (OR LEAD PARTNER IN CASE OF PARTNERSHIPS)

Legal Name

Address

Phone

Fax

Email

7. LEGAL REPRESENTATIVE OF THE SINGLE APPLICANT (OR OF THE PARTNERSHIP)

Name and Surname

Address

Phone

Fax

E-mail

8. PARTNER

Legal Name _____**Address** _____**Phone** _____**Fax** _____**Email** _____

PARTNER

Legal Name _____**Address** _____**Phone** _____**Fax** _____**Email** _____

PARTNER

Legal Name _____**Address** _____**Phone** _____**Fax** _____**Email** _____**9. TREASURY ACCOUNT INFORMATION****Treasury/ Branch** _____**Address** _____**Account Number** _____**10. DOMAINS OF INTERVENTION***Indicate the Domain of intervention for which you request financial support within the INPCP-AF.*

- DI 1: Developing local community storage, composting and handling systems, packing/ pelleting stations and biogas facilities, all to promote better management of livestock and household waste*
- DI 3: Sewage and wastewater treatment activities*
- DI 4: Planting of forest shelter-belts*

11. DEVELOPER OF THE FEASIBILITY STUDY**Name and Surname** _____

Address

Phone

Fax

E-mail

DESCRIPTION OF THE SUB-PROJECT

12. GENERAL DESCRIPTION OF THE SUB-PROJECT

Provide the following information:

- a) The conclusions of the prefeasibility study or of the detailed long-term investment plan (if they have been developed in advance) on the current situation, the necessity and the opportunity of promoting the Sub-project, as well as the selected technical-economic scenario;
- b) Technical and economic scenarios through which the objectives of the Sub-project can be achieved (in those cases in which, previous to the feasibility study, a prefeasibility study or a long-term investment plan has not been developed):
 - Proposed scenarios (minimum two);
 - Scenario recommended by the developer;
 - Benefits of the recommended scenario;
- c) Constructive, functional and technologic description of the proposed scenarios, according to the specific Domains of Interventions included.

13. TECHNICAL DATA OF THE SUB-PROJECT

Provide the following information:

- a) Area and location;
- b) The legal status of the land to be occupied;
- c) Final land occupation status: the total area representing lands from inside and outside the city;
- d) Field studies:
 - Topographical studies comprising topographical plans with the landmarks locations, landmarks list in the national referencing system.
 - Geotechnical study comprising drilling site plans, complex data sheet with laboratory results, underground water analysis, geotechnical report with the specific recommendations concerning foundation and consolidation
 - Other necessary specialized studies, as appropriate;
- e) The main characteristics of the construction related to the objectives of the Sub-project, specific to the field of activity and the technical amendments for developing the Sub-project, with the recommendation of the optimal one to be submitted for approval;
- f) The existing situation of the utilities and consumption analysis
 - The necessary utilities for the preferable alternative
 - Technical solutions for facilitating access to utilities
- g) The conclusions of the environmental impact assessment.

14. SUB-PROJECT ACTIVITIES

Describe in detail all the activities and sub-activities undertaken to achieve the expected results and list them in chronological order, presented like in the following table:

Timeline activities & sub-activities	Week 1	Week 2	Week 3	Week 4	...	Week n
Activity 1						

Sub-activity 1.1						
Sub-activity 1.2						
....						
Activity n						
Sub-activity n.1.						
Sub-activity n.2.						

15.COST ALLOCATION

Present the total budget for the Sub-project by filling in the table below. In case of Partnerships include the contribution of each partner to the total costing.

ACTIVITIES	DESCRIPTION OF EXPENDITURES			EXPENDITURES BY SOURCE						
	UNIT COST	NUMBER OF UNITS	TOTAL	GRANT	VAT	GRANT + VAT	SINGLE APPLICANT/ PARTNERSHIP CONTRIBUTION			
							SINGLE APPLICANT/ PARTNER 1	PARTNER 2	PARTNER 3	
1	2	3	4	5	6	7	8			
TOTAL										

16. COST-BENEFIT ANALYSIS

Provide the following information:

1. Investment identification and definition of objectives, including the specification of the reference period
2. Options Analysis¹⁷;
3. Financial analysis, including the calculation of financial performance indicators: cumulative cash flow, net present value, internal rate of return and cost-benefit ratio;
4. Economic analysis, including the computation of economic performance indicators: net present value, internal rate of return and the cost-benefit ratio;
5. Sensitivity analysis;
6. Risk analysis.

17.LABOUR FORCE

Provide information on the number of jobs created in the construction phase and on the number of jobs created operating phase.

18.TECHNICAL AND ECONOMIC INDICATORS OF THE INVESTMENT

Provide the following information:

Maximal indicators

- Total value (INV) with and without VAT (LEI);

¹⁷ Baseline scenario (the scenario without investment), the maximum scenario (the scenario with maximum investment) medium scenario (scenario with medium investment); the selected scenario will be specified

- From which the (C+M) value with and without VAT (LEI);

Structure of the investment (INV/C+M);

- first year
- second year
-

The duration of the execution (months);

Minimal indicators

Performance indicators (physical capacities and qualitative indicators)

Other specific indicators related to the activities necessary to implement the investment as applicable (financial, socio-economical, result, impact indicators)– present the estimated value of the Sub-project indicators following the structure described below:

Target values	Baseline value (Value at the beginning of the Sub-project implementation period)	Intermediate target values (Annual target values)			End target value (Target value at the end of the Sub-project implementation period)
		2017	2018	...	
Type of indicators					
Output indicators (Output indicators measure the results of the activities included in section 14)					
Outcome indicators (Outcome indicators measure the results in meeting the specific objectives of the Sub- project)					
Impact indicators (Impact indicators measure the results in meeting the general objective of the Sub- project)					

PART B - MONITORING AND EVALUATING THE SUB-PROJECT

19. SUB-PROJECT MANAGEMENT

Provide a synthetic description of the approach you intend to use towards Sub-project management. The description should provide details on how the roles and responsibilities of the proposed team and of partners (in case of partnerships) are distributed for each activity.

(Maximum one page)

20. SUB-PROJECT SUSTAINABILITY

Mention clearly the resources (human and financial) that will ensure the functioning and maintenance of the Sub-project after the implementation period.

(Maximum one page)

21. REQUESTED DOCUMENTS

Together with the present Application Form the following documents should be transmitted:

- **Feasibility Study / Documentation for the approval of intervention works** developed in accordance with the Government Decision no. 97/2016 referring to the stages for the preparation and the framework content of the technical-economical objectives/investment projects financed from public sources, to which the following will be attached:

- The urban planning certificate issued for obtaining the construction permit;
 - Real estate registry excerpt, except for special areas, as mentioned by law;
 - An administrative act issued by the competent authority in the field of environmental protection, measures for impact reduction, offsetting measures, means of integrating the provisions of the environmental permit into the technical-economical documentation;
 - Permits for ensuring connection to the utilities;
 - A surveying study approved by the bureau for cadastre and land registration;
 - Permits, agreements and specific studies, as the case may be, according to the specific investment objective and which may have an impact on the technical solutions.
- **Environmental Management Plan** aimed to identify the measures necessary to be undertaken in order to protect the environment against the negative effects the investments envisioned in the Sub-project might have. To be considered important that the potential negative effects to which reference will be made in the Environmental Management Plan should be the ones identified in the Environmental Impact Assessment included in the feasibility study. The Environmental Management Plan will also indicate the institutional arrangements which will contribute to planning, implementing and monitoring the impact of the above-mentioned measures;
 - *Annex CN1: Financing Contract;*
 - *Annex CN2: Operating costs Agreement;*
 - *Annex CN3: Partnership Agreement – if applicable;*
 - *Annex 4: Summary of public consultations;*
 - *Annex A - the amount of financing received during the previous 5 years for the same investment, similar investments, complementary investments – this will be filled in only by applicants who have received financing during the previous 5 years.*

22. DECLARATIONS

I, _____
 the legal representative of the applicant (or of the partnership), confirm that the information presented in this application is complete and correct. I acknowledge that any wilful misrepresentation of information or activities is just cause for civil, administrative or judicial penalties to be brought against me.

Signature

Date

I, _____
 the legal representative of the applicant (or of the partnership), confirm that the Sub-project application is submitted by and has been made in full agreement with me.

Signature

Date

Name of the Partner

I, _____
 the legal representative of the partner institution, confirm that the Sub-project application is submitted and has been made in full agreement with me.

Signature

Date

Name of the Partner

I, _____
 the legal representative of the partner institution, confirm that the Sub-project application is submitted and has been made in full agreement with me.

Signature

Date

FULL PROPOSAL APPLICATION FORM – Type 2

(to be filled in for Sub-projects addressing DI2 including intervention works)

PART A: DOCUMENTATION FOR APPROVING INTERVENTION WORKS**GENERAL INFORMATION**1. CONCEPT NOTE REGISTRATION
NUMBER

2. SUB-PROJECT TITLE

3. SUB-PROJECT DURATION

(months)

4. ESTIMATED VALUE OF THE SUB-
PROJECT (with and without VAT)

(LEI)

including GRANTS (with and without
VAT)

(LEI)

5. REVENUE GENERATING SUB-PROJECT

YES

ESTIMATED VALUE OF REVENUES (with
and without VAT)

NO

(LEI)

6. SINGLE APPLICANT (OR LEAD PARTNER IN CASE OF PARTNERSHIPS)

Legal Name

Address

Phone

Fax

Email

7. LEGAL REPRESENTATIVE OF THE SINGLE APPLICANT (OR OF THE PARTNERSHIP)

Name and Surname

Address

Phone

Fax

E-mail

8. PARTNER

Legal Name _____

Address _____

Phone _____

Fax _____

Email _____

PARTNER

Legal Name _____

Address _____

Phone _____

Fax _____

Email _____

PARTNER

Legal Name _____

Address _____

Phone _____

Fax _____

Email _____

9. TREASURY ACCOUNT INFORMATION

Treasury/ Branch _____

Address _____

Account Number _____

10. DOMAINS OF INTERVENTION

DI 2: Upgrading the existing manure storage and/or composting facilities

11. DEVELOPER OF THE DOCUMENTATION

Name and Surname _____

Address _____

Phone _____

Fax _____

E-mail _____

DESCRIPTION OF THE SUB-PROJECT

12. GENERAL DESCRIPTION OF THE SUB-PROJECT

Provide the following information:

a) the existing situation of the investment:

- Technical state regarding the ensuring of the essential quality requirements in construction works, according to the law;

- Inventory value of the construction;

- Document of proof of the force majeure, if the case;

b) conclusions of the technical expertise report/energy audit:

- presentation of at least two options;

- recommendation of the expert/energy auditor on the optimal solution from technical and economic points of view of development within the documentation for approving the intervention works

13. TECHNICAL DATA OF THE INVESTMENT

Provide the following information:

a) description of basic works and of those resulted as necessary to be performed after the basic works;

b) description, if the case, of the modernisation works performed in consolidated/ rehabilitated/ repaired areas;

c) utilities consumption:

- the need for utilities resulted in case of performing some modernisation works;

- estimation on the excess of initial consumption of utilities.

14. DURATION AND MAIN PHASES

Describe in detail all the eligible activities and sub-activities undertaken to achieve the expected results and list them in chronological order, presented as in the following table:

Timeline activities & sub-activities	Week 1	Week 2	Week 3	Week 4	...	Week n
Activity 1						
Sub-activity 1.1						
Sub-activity 1.2						
....						
Activity n						
Sub-activity n.1.						
Sub-activity n.2.						

15. ESTIMATIVE COSTS OF THE INVESTMENT

Present the total budget of the Sub-project by filling in the table below. In case of Partnerships include the contribution of each Partner to the total costing.

ACTIVITIES	DESCRIPTION OF EXPENDITURES			EXPENDITURES BY SOURCE							
				UNIT COST	NUMBER OF UNITS	TOTAL	GRANT	VAT	GRANT + VAT	SINGLE APPLICANT/ PARTNERSHIP CONTRIBUTION	
	SINGLE APPLICAN	PARTNER 2	PARTNER 3								

							T/ PARTNER 1		
1	2	3	4	5	6	7	8		
TOTAL									

16. INDICATORS FOR ESTIMATING THE ECONOMIC EFFICIENCY

Provide a comparative analysis of the cost of the intervention works compared to the inventory value of the construction.

17.LABOUR FORCE

Provide information on the number of jobs created in the construction phase and on the number of jobs created in the operating phase.

18.TECHNICAL AND ECONOMIC INDICATORS OF THE INVESTMENT

Provide the following information:

Maximal indicators

- Total value (INV) with and without VAT (LEI);
- From which the (C+M) value with and without VAT (LEI);

Structure of the investment (INV/C+M);

- first year
- second year
-

The duration of the execution (months);

Minimal indicators

Performance indicators (physical capacities and qualitative indicators)

Other specific indicators related to the activities necessary to implement the investment as applicable (financial, socio-economical, result, impact indicators)– present the estimated value of the Sub-project indicators following the structure described below:

Target values	Baseline value (Value at the beginning of the Sub-project implementation period)	Intermediate target values (Annual target values)			End target value (Target value at the end of the Sub-project implementation period)
Type of indicators		2017	2018	...	
Output indicators (Output indicators measure the results of the activities included in the Gantt)					
Outcome indicators (Outcome indicators measure the results in meeting the specific objectives of the Sub- project)					

Impact indicators <i>(Impact indicators measure the results in meeting the general objective of the Sub-project)</i>				
--	--	--	--	--

PART B MONITORING AND EVALUATING THE SUB-PROJECT

19. SUB-PROJECT MANAGEMENT

Provide a detailed description of the approach you intend to use towards Sub-project management. The description should provide details on how the roles and responsibilities of the proposed team and of partners (in case of partnerships) are distributed for each activity.

(Maximum one page)

20. SUB-PROJECT SUSTAINABILITY

Mention clearly the resources (human and financial) that will ensure the functioning and maintenance of the Sub-project after the implementation period.

(Maximum one page)

21. REQUESTED DOCUMENTS

Together with the present Application Form the following documents should be transmitted:

- **Documentation for the approval of intervention works** developed in accordance with the Government Decision no. 97/2016 referring to the stages for the preparation and the framework content of the technical-economical objectives/investment projects financed from public sources, to which the following will be attached:
 - The urban planning certificate issued for obtaining the construction permit
 - Real estate registry excerpt, except for special areas, as mentioned by law
 - An administrative act issued by the competent authority in the field of environmental protection, measures for impact reduction, offsetting measures, means of integrating the provisions of the environmental permit into the technical-economical documentation
 - Permits for ensuring connection to the utilities
 - A surveying study approved by the bureau for cadastre and land registration
 - Permits, agreements and specific studies, as the case may be, according to the specific investment objective and which may have an impact on the technical solutions
- **Environmental Management Plan** aimed to identify the measures necessary to be undertaken in order to protect the environment against the negative effects the investments envisioned in the Sub-project might have. To be considered important that **the potential negative effects** to which reference will be made in the Environmental Management Plan should be the ones identified in the Environmental Impact Assessment included in the feasibility study. The Environmental Management Plan will also indicate the institutional arrangements which will contribute to planning, implementing and monitoring the impact of the above-mentioned measures.
- *Annex CN1: Financing Contract;*
- *Annex CN2: Operating costs Agreement;*
- *Annex CN3: Partnership Agreement – if applicable;*
- *Annex 4: Summary of public consultations;*
- *Annex A - the amount of financing received during the previous 5 years for the same investment, similar investments, complementary investments – this will be filled in only by applicants who have received financing during the previous 5 years.*

22. DECLARATIONS

I, _____
 the legal representative of the applicant (or of the partnership), confirm that the information presented in this application is complete and correct. I acknowledge that any wilful misrepresentation of information or activities is just cause for civil, administrative or judicial penalties to be brought against me.

Signature

Date

I, _____
 the legal representative of the applicant (or of the partnership), confirm that the Sub-project application is submitted by and has been made in full agreement with me.

Signature

Date

Name of the Partner

I, _____
 the legal representative of the partner institution, confirm that the Sub-project application is submitted and has been made in full agreement with me.

Signature

Date

Name of the Partner

I, _____
 the legal representative of the partner institution, confirm that the Sub-project application is submitted and has been made in full agreement with me.

Signature

Date

Name of the Partner

I, _____
 the legal representative of the partner institution, confirm that the Sub-project application is submitted and has been made in full agreement with me.

Signature

Date

FULL PROPOSAL APPLICATION FORM – Type 3

(to be filled in for Sub-projects addressing DI2 including only acquisition of equipment)

GENERAL INFORMATION

1. SUB-PROJECT TITLE _____

2. SUB-PROJECT DURATION _____

(months)

3. VALUE OF THE SUB-PROJECT
(with or without VAT) _____

(LEI)

including GRANTS (with or without
VAT) _____

(LEI)

4. REVENUE GENERATING SUB-PROJECT

YES NO VALUE OF
REVENUES (with or
without VAT) _____

(LEI)

5. SINGLE APPLICANT / LEAD PARTNER (IN CASE OF PARTNERSHIPS)

Legal Name _____

Address _____

Phone _____

Fax _____

Email _____

6. LEGAL REPRESENTATIVE OF THE SINGLE APPLICANT (OR OF THE PARTNERSHIP)

Name and Surname _____

Address _____

Phone _____

Fax _____

E-mail _____

7. PARTNER

Legal Name _____

Address _____

Phone _____

Fax _____

Email _____

8. PARTNER

Legal
Name _____

Address _____

Phone _____ **Fax** _____ **Email** _____

9. PARTNER

Legal Name _____

Address _____

Phone _____ **Fax** _____ **Email** _____

10. TREASURY ACCOUNT

Treasury/Branch _____

Address _____

Account Number _____

11. PREVIOUS FUNDING

*Fill in Appendix A - **Funding received in the last 5 years for similar/ related/ same investments** for both funding received from the budget of the INPC project implemented during 2008-2017, but also from other sources (if the case).*

DESCRIPTION OF THE SUB-PROJECT

12. CONTEXT AND SUB-PROJECT OBJECTIVES

State clearly the problem related to reducing nutrient discharges to water bodies the Sub-project aims to address and explain how the context may evolve in case the Sub-project is not developed. To support the described local context, documents, tables, maps, charts, photographs may be attached.

Also, state clearly the general objective (long term benefits the Sub-project will contribute to) and the specific objectives (the short term changes that the Sub-project will produce in the target population) of the Sub-project, highlighting how will they contribute to reducing nutrient discharges to water bodies and how they are linked to the INPCP-AF objectives.*

** Target population = the group of people that the Sub-project aims to influence*

(Maximum three pages)

13. EXPECTED RESULTS

Describe how the Sub-project will improve the current situation and how it will benefit the local administrative-territorial units and the population who directly or indirectly are impacted by the Sub-project's results. Quantify expected impact of the Sub-project in terms of reducing nutrient discharges to water bodies and identify the number of people that will benefit (directly and indirectly) from the results of the Sub-project.

(Maximum one page)

14. SUB-PROJECT DURATION

The duration of the Sub-project (in months) will be mentioned – including only the period of implementation (after the financing contract is signed).

(Maximum one page)

15. POTENTIAL TARGET GROUPS OF THE SUB-PROJECT

The Applicant will indicate the local administrative-territorial units and the population who directly or indirectly benefit from the Sub-project's results.

(Maximum one page)

16. SUB-PROJECT SUSTAINABILITY

Within this section the following will be mentioned: the sources of financing that will ensure the functioning and maintenance of the investment after the implementation period of the Sub-project, in charge entities, activities, human resources.

(Maximum one page)

FINANCIAL INFORMATION

17. TOTAL ESTIMATED VALUE OF THE SUB-PROJECT

The Applicant will fill in the type of equipment, number of units for the acquisition of which he requests financial support, technical specifications and cost for each of the units of equipment and total estimated cost.

Type of equipment	Number of units	Technical specifications	Costs	Total estimated cost

18. REQUESTED DOCUMENTS

You should submit the following documents:

- *Annex CN1: Financing Contract;*
- *Annex CN2: Operating costs Agreement;*
- *Annex CN3: Partnership Agreement – if applicable;*
- *Annex 4: Summary of public consultations.*
- *Annex A - the amount of financing received during the previous 5 years for the same investment, similar investments, complementary investments – this will be filled in only by applicants who have received financing during the previous 5 years.*

19. DECLARATIONS

I,

the legal representative of the applicant (or of the partnership), confirm that the information presented in this application is complete and correct. I acknowledge that any wilful misrepresentation of information or activities is just cause for civil, administrative or judicial penalties to be brought against me.

Signature

Date

I,

the legal representative of the applicant (or of the partnership), confirm that the Sub-project application is submitted by and has been made in full agreement with me.

Signature

Date

Name of the Partner

I,

the legal representative of the partner institution, confirm that the Sub-project application is submitted and has been made in full agreement with me.

Signature

Date

Name of the Partner

I,

the legal representative of the partner institution confirm that the Sub-project application is submitted and has been made in full agreement with me.

Signature

Date

Name of the Partner

I,

the legal representative of the partner institution, confirm that the Sub-project application is submitted and has been made in full agreement with me.

Signature

Date

Appendix A

Funding received in the last 5 years for similar/ related/ same investments

[This annex will be filled in only by Applicants who have received funding in the last 5 years for similar/ related/ same investments the current Sub-project they develop within the INPCP-AF includes (the funding received from the budget of the INPC project implemented during 2008-2017 and other sources should be mentioned)].

2. PROJECT TITLE AND REFERENCE NUMBER:

[To be completed with the project title as it appears in the financing contract. The reference number is the code of the project / contract number as determined by the organization that provided funding / contracting authority.]

8. DOMAIN(S) OF INTERVENTION ADDRESSED WITHIN THE PROJECT:

[There will be selected only those types of investments addressed by the project mentioned above.]

- DI 1: Developing local community storage, composting and handling systems, packing/ pelleting stations and biogas facilities, all to promote better management of livestock and household waste
- DI 2: Upgrading the existing manure storage and/or composting facilities
- DI 3: Sewage and wastewater treatment activities
- DI 4: Planting of forest shelter-belts

9. STATUS OF THE PROJECT IMPLEMENTATION

[To be filled in with FINISHED or ONGOING; in this last case it will be mentioned the completion date as specified in the financing contract.]

10. OBJECT OF THE PROJECT:

[To be filled in with a brief description of the project and completed / ongoing activities.]

11. STATUS OF THE INVESTMENT:

[The Applicant will indicate whether the platform/ biogas station/ composting station/ equipment/ sewage system/ treatment plant/ is functional or no, in this last case the reasons which hinder its functioning will be briefly specified.]

12. TOTAL VALUE OF THE PROJECT:

[It will be filled in the final value of the project, the currency being the one the financing contract was denominated in.]

13. SOURCES OF FINANCING:

[It will be indicated the source of funding - for example, the state budget, local budgets, external grants, etc. and it will be filled in the name of the organization that provided funding and the contracting authorities - if different.]

Annex 4. Summary of public consultation

1. INTRODUCTION

This section should include the following:

- Purpose of the consultation;
- Period of consultation;
- Target groups¹⁸ (types of stakeholders involved – e.g. organizations/ individuals; national or regional authority, non-governmental organization etc.);
- Methodology used (e.g. public debate/ online consultation/ interviews etc.);
- Supporting materials (if the case);
- Contact of the person/ service/ institution in charge of managing the public consultation process;
- Contact of person/ service/ institution or external experts in charge of summarizing the findings and comments received during consultation process.

2. RESPONSES TO THE PUBLIC CONSULTATION

This section should include some statistics on the number of contributions received by:

- Profile of contributors (organizations/ individuals);
- Communication methods used (e.g. phone, email, post, online questionnaire, public consultation meeting etc.);
- Geographical distribution.

3. RESULTS OF THE PUBLIC CONSULTATION

This section should include the following:

- Description of the topics that emerged during consultation;
- Summary of respondents' contribution by topic;
- If/ how respondents' contribution is taken into consideration within the Concept Note.

¹⁸ At least representatives of the following entities should be involved: Environmental Protection Agencies, Water Management Systems within ANAR, Public Health Directorates, local community.

Annex 5. Evaluation grid used for evaluating the Concept Notes

Table 20: Evaluation grid used for evaluating the Concept Notes

No	Topic	Sub-topic	Score (points)		The maximum score per sub-topic will be given if:
1	Description of the context	The extent to which the problem is clearly described and there is coherence between the problem and the nutrient discharges to water bodies	2* (1-5)	3-15	The problem that needs to be solved is to reduce nutrient discharges to water bodies and it is presented in detail using facts and figures, the sources of information are indicated and evidence is provided to support them (e.g. documents, maps, photographs)
		The extent to which the context evolution (i.e in case the Sub-project is not developed) is clearly described	1-5		The context evolution is presented in detail using facts and figures and the source of information is indicated
2	Sub-project objectives	The extent to which there is coherence between the Sub-project objectives and INPCP-AF objective to reduce nutrient discharges to water bodies	2* (1-5)	2-10	All the Sub-project objectives contribute to the reduction of nutrient discharges to water bodies
3	Sub-project activities	The extent to which there is coherence among the Sub-project activities	1-5	2-10	There is a logical link among all activities presented
		The extent to which there is coherence between the Sub-project activities and the Sub-project objectives	1-5		All the activities are likely to contribute to the achievement of all the objectives presented
4	Expected results	The extent to which there is coherence between the expected results and the Sub-project activities	2* (1-5)	6-30	All expected results correspond to all activities and they are quantified
		The extent to which the expected results are achievable within the Sub-project timeframe	1-5		For each expected result the necessary period to be achieved is clearly mentioned and included within the Sub-project timeframe
		The extent to which there is clearly presented how the expected results will be monitored	2* (1-5)		The methodology that will be used to monitor all the expected results and the sources of data corresponding to all of them are clearly indicated
		The extent to which the target group is clearly identified	1-5		The types and number of stakeholders that will be directly and indirectly impacted by the Sub-project results are mentioned and the methodology used to identify the number is presented
5	Sub-project management (implementation period of the sub-project)	The extent to which the distribution of roles and responsibilities among the human resources that will ensure the Sub-project management is clearly presented and appears to be suitable	1-5	1-5	The distribution of roles and responsibilities among the human resources that will ensure the Sub-project management is clearly presented, appears to be suitable and the human resources' involvement in each activity proposed in the Concept Note is described
6	Sub-project sustainability (10/15 years after the implementation)	The extent to which the distribution of roles and responsibilities among the human resources that will be involved in the operating phase is clearly presented and appears to be suitable	1-5	2-10	The distribution of roles and responsibilities among the human resources that will be involved in the operating phase (10 years after the Sub-project implementation) is clearly presented, appears to be suitable and the team members' involvement in each activity proposed in the Concept Note is

	period of the Sub-project)				described
		The extent to which the financial resources that will be used in the operating phase are identified and appear to be adequate	1-5		The financial resources that will be used in the operating phase (10 years after the implementation) are quantified, appear to be adequate, the source of funds is indicated and evidence is provided to support the information
7	Risk factors	The extent to which the risk factors and their impacts are clearly presented	1-5/2	2-10	Risks are identified, clearly presented and the impacts of some of them are expressed in quantitative terms
		The extent to which the mitigation activities and measures are clearly presented and appear to be suitable	1-5 *3/2		Mitigation activities and measures are clearly presented for each risk factor identified and all of them appear to be suitable
8	Nature of the land	The arable/non-arable nature of the land	1/5	1/5	The land is non-arable
9	Public consultation	The extent to which the public consultation was adequately conducted and its results are clearly referred to in the Concept Note	1-5	1-5	The public consultation was conducted in a timely manner, involved relevant stakeholders, it is clear how its results have been used in the Concept Note and include a topic on multi-stakeholder collaboration, involving farmers, NGOs, private and public sector.

Annex 6. Evaluation grid to be used for evaluating the Full Proposal Application Forms

Table 21: Evaluation grid to be used for evaluating the Full Proposal Application Form – Type 1

No	Topic	Sub-topic	Score		The maximum score per sub-topic will be given if:
1	General coherence	The extent to which the necessity and the opportunity of promoting the Sub-project are clearly presented	1-5	1-15	The necessity and the opportunity of implementing the Sub-project are clearly, in detail presented using facts and figures, all sources of information are indicated and evidence is provided in order to support them.
		The extent to which the technical and economic scenarios proposed are clearly presented (including constructive, functional and technological descriptions)	1-5		At least two technical and economic scenarios through which all the Sub-project objectives can be achieved are clearly and in details presented. Also, constructive, functional and technological descriptions of the proposed scenarios are clear and detailed and there are no discrepancies among the details presented. Both scenarios (including the corresponding descriptions) appear to be suitable.
		The extent to which the recommended scenario is clearly presented (including constructive, functional and technological descriptions)	1-5		The recommended scenario through which all the Sub-project objectives can be achieved is one of those previously presented, is clearly described and its benefits are clearly identified. Also, constructive, functional and technological descriptions of the proposed scenario are clear and detailed

					and there are no discrepancies among the details presented. The scenario (including the corresponding descriptions) appears to be suitable.
2	Technical coherence	The extent to which the legal status of the land is clearly presented and suitable to the Sub-project implementation	1-5	1-20	Information required in section 13 (at points a), b) and c)) of the Full Proposal Application Form is completed and clearly presented and the legal status of the land is suitable to the Sub-project implementation.
		The extent to which the required field studies are clearly presented	1-5		Both topographical and geotechnical studies (and, if appropriate, other necessary specialized studies) are clearly and in details presented as required in section 13 of the Full Proposal Application Form.
		The extent to which there is coherence between the main technical specifications of the Sub-project and the Sub-project objectives	1-5		The main technical specifications of the Sub-project are clearly and in detail presented and they are suitable in order to achieve the Sub-project objectives.
		The extent to which the necessary utilities and the technical solutions for facilitating the access to them are clearly identified and presented	1-5		The necessary utilities for the Sub-project implementation and the technical solutions for facilitating access to them are clearly identified, in details presented and suitable to the Sub-project objectives.
3	Sub-project activities	The extent to which there is coherence among the Sub-project activities and sub-activities	1-5	1-10	All the activities and sub-activities presented in section 14 of the Full Proposal Application Form are clearly described and listed in a chronological order. Also, there is a logical link among all: (1) activities (2) sub-activities (3) activities and sub-activities.
		The extent to which there is coherence among the Sub-project objectives and the Sub-project activities	1-5		All the activities are likely to contribute to the achievement of all the objectives presented.
4	Financial and economic analysis	The extent to which the list of impacts as specified in the Environmental Impact Assessment and the list of measures included in the Environmental Management Plan are comprehensive, reliable and linked	1-5	1-20	The list of impacts as specified in the Environmental Impact Assessment and the list of measures included in the Environmental Management Plan are comprehensive, reliable and linked. The methodology used for identifying them is clear, in details presented and the impacts and corresponding measures are suitable to the Sub-project implementation.
		The extent to which the budget is suitable and consistent with the technical details	1-5		The necessary budget to implement the Sub-project is presented as required in section 15 of the Full Proposal Application Form for each activity included in the work plan. Also, it appears to be suitable (compared to the Sub-project activities, objectives and corresponding technical-economic indicators). Furthermore, there is consistency between the budget and the technical details of the Sub-project.
		The extent to which the cost-benefit analysis is completely and correctly performed	1-5		The hypotheses, methodology and conclusions of the cost-benefit analysis are clearly and in detail presented and there is coherence among them. Also, the analysis includes all the components required in section 16 of the Full Proposal Application Form, all of them being clearly and in details described.
		The extent to which the number of jobs created in the construction phase, respectively in the operating phase	1-5		The number of jobs created in the construction and operating phase is clearly identified and justified by specifying the activities in which the

		is clearly identified			human resources will be involved. Also, the hypotheses and methodology of the analysis are clearly and in detail presented.
5	Sub-project indicators	The extent to which there is coherence between the end target values of the indicators required in section 18 of the Full Proposal Application Form and INPCP-AF objectives	1-5	1-10	All end target values of the indicators required in section 18 of the Full Proposal Application Form are suitable to the INPCP-AF objectives.
		The extent to which there is coherence between the end target values of the indicators required in section 18 of the Full Proposal and the Sub-project objectives	1-5		All end target values of the indicators required in section 18 of the Full Proposal Application Form are suitable to the Sub-project objectives.
6	Sub-project management (implementation period of the Sub-project)	The extent to which the distribution of roles and responsibilities among the human resources that will ensure the Sub-project management is clearly presented and appears to be suitable	1-5	1-10	The distribution of roles and responsibilities among the human resources that will ensure the Sub-project management is clearly presented appears to be suitable and the human resources' involvement in each activity proposed in the Full Proposal Application Form is described.
		The extent to which the monitoring mechanism put in place will guarantee the achievement of intermediate and end target values corresponding to the Sub-project indicators	1-5		The monitoring mechanism put in place is clearly described and is suitable to ensure the achievement of all intermediate and end target values corresponding to the Sub-project indicators.
7	Sub-project sustainability (during minimum 10 years after the implementation period of the Sub-project)	The extent to which the distribution of roles and responsibilities among the human resources that will be involved in the operating phase of the Sub-project is clearly presented and appears to be suitable	1-5	1-10	The distribution of roles and responsibilities among the human resources that will be involved in the operating phase (10/15 years after the Sub-project implementation) is clearly presented, appears to be suitable and the human resources' involvement in each activity proposed in the Full Proposal Application Form is described.
		The extent to which the financial resources that will be used in the operating phase of the Sub-project are identified and appear to be adequate	1-5		The financial resources that will be used in the operating phase (10 years after the Sub-project implementation) are quantified, appear to be adequate, the source of funds is indicated and evidence is provided to support the information.
8	Innovation	The extent to which the Sub-project will contribute to the demonstration or adoption of innovative technologies and/or practices	1-5	1-5	The Full Proposal Application Form clearly highlights the innovative technologies and/or practices proposed for the Sub-project implementation, they appear to be suitable to achieve the Sub-project objectives and to generate significant benefits for the target group.

Table 22: Evaluation grid to be used for evaluating the Full Proposal Application Form – Type 2

No	Topic	Sub-topic	Score	The maximum score per sub-topic will be given if:	
1	General coherence	The extent to which the necessity and the opportunity of promoting the Sub-project are clearly presented	1-5	3-15	The necessity and the opportunity of implementing the Sub-project are clearly, in detail presented using facts and figures, all sources of information are indicated and evidence is provided in order to support them.
		The extent to which the conclusions of the technical expertise and the options proposed are clearly presented	1-5		The conclusions of the technical expertise and the options proposed are clearly, in detail presented and appear to be suitable for the Sub-project implementation.
		The extent to which the recommendation of the expert on	1-5		The recommendation of the expert regarding the optimal solution is clear, in

		the optimal solution is clearly presented			detail presented, reliable and its benefits are clearly identified and suitable for the Sub-project implementation.
2	Technical coherence	The extent to which the basic works and of those resulted as necessary to be performed after the basic works are clearly presented and suitable to the Sub-project implementation	1-5	4-20	The basic works and of those resulted as necessary to be performed after the basic works are clearly, in details presented, the information provided is supported by documents and suitable to the Sub-project implementation.
		The extent to which the modernisation works are clearly presented and suitable to the Sub-project implementation	1-5		The modernisation works are clearly, in details presented, the information provided is supported by documents and suitable to the Sub-project implementation.
		The extent to which there is coherence between the main technical specifications of the Sub-project and the Sub-project objectives	1-5		The main technical specifications of the Sub-project are clearly and in detail presented and they are suitable in order to achieve the Sub-project objectives.
		The extent to which the utilities consumption and the estimation on the excess of initial consumption of utilities are clearly identified	1-5		The utilities consumption and the estimation on the excess of initial consumption of utilities are clearly identified and appear to be suitable to the implementation of the Sub-project, the methodology is in detail presented and correct
3	Sub-project activities (work plan)	The extent to which there is coherence among the Sub-project activities and sub-activities	1-5	2-10	All the activities and sub-activities presented in section 14 of the Full Proposal Application Form are clearly described and listed in a chronological order. Also, there is a logical link among all: (1) activities (2) sub-activities (3) activities and sub-activities.
		The extent to which there is coherence among the Sub-project objectives and the Sub-project activities	1-5		All the activities are likely to contribute to the achievement of all the objectives presented.
4	Financial and economic analysis	The extent to which the list of impacts as specified in the Environmental Impact Assessment and the list of measures included in the Environmental Management Plan are comprehensive, reliable and linked	1-5	4-20	The list of impacts as specified in the Environmental Impact Assessment and the list of measures included in the Environmental Management Plan are comprehensive, reliable and linked. The methodology used for identifying them is clear, in details presented and the impacts and corresponding measures are suitable to the Sub-project implementation.
		The extent to which the budget is suitable and consistent with the technical details	1-5		The necessary budget to implement the Sub-project is presented as required in section 15 of the Full Proposal Application Form for each activity included in the work plan. Also, it appears to be suitable (compared to the Sub-project activities, objectives and corresponding technical-economic indicators). Furthermore, there is consistency between the budget and the technical details of the Sub-project.
		The extent to which the economic efficiency analysis is completely and correctly performed and its results are suitable to the Sub-project implementation	1-5		The hypothesis, methodology and conclusions of the comparative analysis of the intervention works costs and the inventory value of the construction are clear, in details presented and there is coherence between them. The sources of information are specified and the results of the analysis are suitable for the Sub-project implementation.
		The extent to which the number of jobs created in the	1-5		The number of jobs created in the construction and operating phase is

		construction phase, respectively in the operating phase is clearly identified			clearly identified and justified by specifying the activities in which the human resources will be involved. Also, the hypotheses and methodology of the analysis are clearly and in detail presented.
5	Sub-project indicators	The extent to which there is coherence between the end target values of the indicators required in section 18 of the Full Proposal Application Form and INPCP-AF objectives	1-5	2-10	All end target values of the indicators required in section 18 of the Full Proposal Application Form are suitable to the INPCP-AF objectives.
		The extent to which there is coherence between the end target values of the indicators required in section 18 of the Full Proposal and the Sub-project objectives	1-5		All end target values of the indicators required in section 18 of the Full Proposal Application Form are suitable to the Sub-project objectives.
6	Sub-project management (implementation period of the Sub-project)	The extent to which the distribution of roles and responsibilities among the human resources that will ensure the Sub-project management is clearly presented and appears to be suitable	1-5	2-10	The distribution of roles and responsibilities among the human resources that will ensure the Sub-project management is clearly presented, appears to be suitable and the human resources' involvement in each activity proposed in the Full Proposal Application Form is described.
		The extent to which the monitoring mechanism put in place will guarantee the achievement of intermediate and end target values corresponding to the Sub-project indicators	1-5		The monitoring mechanism put in place is clearly described and is suitable to ensure the achievement of all intermediate and end target values corresponding to the Sub-project indicators.
7	Sub-project sustainability (during minimum 10 years after the implementation period of the Sub-project)	The extent to which the distribution of roles and responsibilities among the human resources that will be involved in the operating phase of the Sub-project is clearly presented and appears to be suitable	1-5	2-10	The distribution of roles and responsibilities among the human resources that will be involved in the operating phase (10 years after the Sub-project implementation) is clearly presented, appears to be suitable and the human resources' involvement in each activity proposed in the Full Proposal Application Form is described.
		The extent to which the financial resources that will be used in the operating phase of the Sub-project are identified and appear to be adequate	1-5		The financial resources that will be used in the operating phase (10 years after the Sub-project implementation) are quantified, appear to be adequate, the source of funds is indicated and evidence is provided to support the information.
8	Innovation	The extent to which the Sub-project will contribute to the demonstration or adoption of innovative technologies and/or practices	1-5	1-5	The Full Proposal Application Form clearly highlights the innovative technologies and/or practices proposed for the Sub-project implementation, they appear to be suitable to achieve the Sub-project objectives and to generate significant benefits for the target group.

Table 23: Evaluation grid used for evaluating the Full Proposal Application Form – Type 3

No	Topic	Sub-topic	Score (points)		The maximum score per sub-topic will be given if:
1	Description of the context and objectives	The extent to which the problem is clearly described and there is coherence between the problem and the nutrient discharges to water bodies	2* (1-5)	3-15	The problem that needs to be solved is to reduce nutrient discharges to water bodies is presented in detail using facts and figures, the sources of information are indicated and evidence is provided to support them (e.g. documents, maps, photographs)
		The extent to which there is coherence between the	1-5		All the Sub-project objectives contribute to the reduction of nutrient

		Sub-project objectives and INPCP-AF objective to reduce nutrient discharges to water bodies			discharges to water bodies
2	Expected results	The extent to which there is coherence between the expected results and the Sub-project activities	1-5	4-20	All expected results correspond to all activities and they are quantified
		The extent to which there is clearly presented how the expected results will be monitored	1-5		The methodology that will be used to monitor all the expected results and the sources of data corresponding to all of them are clearly indicated
		The extent to which the expected results are achievable within the Sub-project timeframe	1-5		For each expected result the necessary period to be achieved is clearly mentioned and included within the Sub-project timeframe
		The extent to which the target group is clearly identified	1-5		The types and number of stakeholders that will be directly and indirectly impacted by the Sub-project results are mentioned and the methodology used to identify the number is presented
3	Sub-project sustainability (5 years after the implementation period of the Sub-project)	The extent to which the distribution of roles and responsibilities among the human resources that will be involved in the operating phase is clearly presented and appears to be suitable	1-5	2-10	The distribution of roles and responsibilities among the human resources that will be involved in the operating phase (5 years after the Sub-project implementation) is clearly presented, appears to be suitable and the team members' involvement in each activity proposed in the Full Proposal is described
		The extent to which the financial resources that will be used in the operating phase are identified and appear to be adequate	1-5		The financial resources that will be used in the operating phase (5 years after the implementation) are quantified, appear to be adequate, the source of funds is indicated and evidence is provided to support the information
4	Financial information	The extent to which the financial information is clearly presented as required in section 15 and appears to be suitable considering the technical specifications and the Sub-project objectives	1-5	1-5	The budget needed to implement the Sub-project is presented according to the structure mentioned in section 15, appears to be suitable and there is coherence between the budget and the technical specifications and Sub-project objectives

Annex 7. Monitoring the Sub-projects during the implementation phase

Code:

This document represents a Quarterly Sub-Project Reports that should be filled in by the Beneficiary at the end of each trimester during the Sub-project implementation period (lasting from the start to the end date of the Financing Contract). An exception to this rule: during the construction works period these reports should be Monthly Sub-Project Reports.

It contains the following sections:

Section 1, General information - aims to collect identification information about the Sub-project and the Beneficiary;

Section 2, Progress status - aims to reflect the progress achieved in implementing the planned activities as specified in the Full Proposal;

Section 3, Project results - aims to reflect the progress in achieving the expected results (indicated by the current intermediate, but also by the end values of the Sub-project indicators);

Section 4, Problems encountered - aims to reflect the problems encountered during the Sub-project implementation and the corresponding measures for solving them.

Section 1. General information

Sub-project title:	
	<i>Fill in the Sub-project title as it is specified in the Full Proposal.</i>
Beneficiary:	
	<i>Fill in the Beneficiary name (Single Beneficiary or Partnership).</i>
Full Proposal registration number:	
	<i>Fill in the Full Proposal reference number received when it was registered.</i>
Financing contract:	
	<i>Fill in the Financing Contract reference number and date.</i>
Sub-project total value:	
	<i>Fill in the Sub-project total value as specified in the Financing contract.</i>
Start date of Sub-project implementation:	
	<i>Fill in the start date of Sub-project implementation as specified in the Financing Contract.</i>
End date of Sub-project implementation:	
	<i>Fill in the end date of Sub-project implementation as specified in the Financing Contract.</i>
Short description of the Sub-project:	
	<i>Fill in a short description of the Sub-project (problem and objectives).</i>

Section 2. Progress status

Work plan	Planned <i>(as presented in the Full Proposal)</i>			Current status			Performed			Observations	Short description of the activity/sub-activity
	Start date	End date	Duration (months)	Not started	In progress	Performed	Start date	End date	Duration (months)	<i>*applicable only where there are differences between the planned and actual dates of performing the activities and/or sub-activities</i>	<i>*applicable only to the performed and in progress activities</i>
Activity 1						√					
<i>Sub-activity 1.1</i>						√					
<i>Sub-activity 1.2</i>						√					
..						√					
Activity 2					√						
<i>Sub-activity 2.1</i>						√					
<i>Sub-activity 2.2</i>					√						
..				√							
Activity n-1: <i>Obtaining the commissioning notice</i>				√							
Activity n				√							
<i>Sub-activity n.1</i>				√							
<i>Sub-activity n.2</i>				√							

Section 3. Sub-project results

Indicators	Data extracted from the Full Proposal						Implementation status			
	Baseline value	Intermediate target value					End target value	Current value	Date of the current value measurement	Source of data
		2017	2018	2019	2020	2021				
Output indicators										
<i>Output indicator 1</i>										
<i>Output indicator 2</i>										
...										
<i>Output indicator n</i>										
Outcome indicators										
<i>Output indicator 1</i>										
<i>Output indicator 2</i>										
...										
<i>Outcome indicator n</i>										
Impact indicators										
<i>Impact indicator 1</i>										
<i>Impact indicator 2</i>										
...										
<i>Impact indicator n</i>										

Section 4. Problems encountered

Problem encountered/increase of a potential risk manifestation			Period during which the problem was encountered/ the manifestation of the potential risk increased		Short description of the implemented/in progress/planned measure	Period during which the measure was/is/will be implemented	
			Start date	End date		Start date	End date
<i>Soil contamination</i>	<i>YES {describe}</i>	<i>NO</i>					
<i>Water pollution</i>	<i>YES {describe}</i>	<i>NO</i>					
<i>Air pollution</i>	<i>YES {describe}</i>	<i>NO</i>					
<i>Excess noise</i>	<i>YES {describe}</i>	<i>NO</i>					
<i>Natural habitates degradation</i>	<i>YES {describe}</i>	<i>NO</i>					
<i>Flora and fauna losses</i>	<i>YES {describe}</i>	<i>NO</i>					
<i>Esthetic and landscape damage</i>	<i>YES {describe}</i>	<i>NO</i>					
<i>Work accidents</i>	<i>YES {describe}</i>	<i>NO</i>					
<i>Damage of inhabitants property</i>	<i>YES {describe}</i>	<i>NO</i>					
<i>Historical/cultural sites damage</i>	<i>YES {describe}</i>	<i>NO</i>					
<i>Other Problem :</i>							
...							

Annex 8. Monitoring the Sub-projects during the operating phase

Code:

This document represents a monitoring report that should be filled in by the Beneficiary at the end of each semester during the operating phase.

It contains the following sections:

Section 1, General information - aims to collect identification information about the Sub-project and the Beneficiary;

Section 2, Operating status - aims to reflect the technical and exploitation status of the Sub-project investments;

Section 3, Financial status - aims to reflect the costs and revenues of the Sub-project during its operating phase;

Section 4, Problems encountered - aims to reflect the problems encountered during the operating phase and the measures undertaken in order to solve them.

Section 1. General information

Sub-project title:	
	<i>Fill in the Sub-project title as it is specified in the Full Proposal.</i>
Beneficiary:	
	<i>Fill in the Beneficiary name (Single Beneficiary or Partnership).</i>
Full Proposal registration number:	
	<i>Fill in the Full Proposal reference number received when it was registered.</i>
Financing contract:	
	<i>Fill in the Financing Contract reference number and date.</i>
Sub-project total value:	
	<i>Fill in the Sub-project total value as specified in the Financing contract.</i>
Start date of Sub-project implementation:	
	<i>Fill in the start date of Sub-project implementation as specified in the Financing Contract.</i>
End date of Sub-project implementation:	
	<i>Fill in the end date of Sub-project implementation as specified in the Financing Contract.</i>
Short description of the Sub-project:	
	<i>Fill in a short description of the Sub-project (problem and objectives).</i>

Section 2. Operating status

Sub-project investment	Technical status <i>(Please mention if the technical state of the project investments permits their smooth functioning or if they have defects that impede it)</i>	Exploitation status <i>(Please mention and quantify the inputs and outputs of the project investments exploitation (e.g. material, staff-related, etc))</i>					
		Inputs	Value	Unit	Outputs	Value	Unit
			<i>Input 1: e.g. quantity of manure stored</i>	<i>e.g. 2000</i>	<i>e.g. tones</i>	<i>Output 1: e.g. electrical energy</i>	<i>e.g. 15.000</i>
<i>Sub-project investment 1: (e.g. biogas facility)</i>	<i>Input 2: e.g. human resources that ensured the biogas facility functioning</i>	5	<i>FTEs (Full Time Equivalents)</i>				
<i>Sub-project investment 2: (e.g. sewage system)</i>							
...							
<i>Sub-project investment n</i>							

Section 3. Financial status

Expenditure categories	2017 (first semester)	2017 (second semester)	2018 (first semester)	2018 (second semester)	2022 (first semester)	Total expenditures
	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	
<i>Category 1: Utilities</i>						
<i>Category 2: Staff expenditure</i>						
...						
<i>Category n</i>						
<i>Subtotal</i>						
<i>with VTA</i>						
Total						

Revenues categories	2017 (first semester)	2017 (second semester)	2018 (first semester)	2018 (second semester)	2022 (first semester)	Total revenues
	Revenues	Revenues	Revenues	Revenues	Revenues	
<i>Category 1:</i>						
<i>Category 2:</i>						
...						
<i>Category n</i>						

<i>Subtotal</i>						
<i>with VTA</i>						
<i>Total</i>						

Section 4. Problems encountered

Problem encountered/increase of a potential risk manifestation			Period during which the problem was encountered/ the manifestation of the potential risk increased	
			Start date	End date
<i>Soil contamination</i>	<i>YES {describe}</i>	<i>NO</i>		
<i>Water pollution</i>	<i>YES {describe}</i>	<i>NO</i>		
<i>Air pollution</i>	<i>YES {describe}</i>	<i>NO</i>		
<i>Excess noise</i>	<i>YES {describe}</i>	<i>NO</i>		
<i>Natural habitates degradation</i>	<i>YES {describe}</i>	<i>NO</i>		
<i>Flora and fauna losses</i>	<i>YES {describe}</i>	<i>NO</i>		
<i>Esthetic and landscape damage</i>	<i>YES {describe}</i>	<i>NO</i>		
<i>Work accidents</i>	<i>YES {describe}</i>	<i>NO</i>		
<i>Damage of inhabitants property</i>	<i>YES {describe}</i>	<i>NO</i>		
<i>Historical/cultural sites damage</i>	<i>YES {describe}</i>	<i>NO</i>		
<i>Other Problem :</i>				

Annex 9. Templates of forms to be submitted together with the Conceptual Note

Annex CN1: Template of Financing Contract;

Section 1. Template for Financing Contract with the beneficiaries of the Competitive Investment Program

Template for Financing agreement between the Ministry of Waters and Forests, “Integrated Nutrients Pollution Control” Project Management Unit and ATU or Associations of ATUs

PREAMBLE

Considering that:

The Loan Agreement no. LN 8597-RO between Romania and the International Bank for Reconstruction and Development on funding of the Integrated Nutrient Pollution Control Project - Additional Financing, amounting to 48 million Euros equivalent was signed in Bucharest on 14 April 2016;

The above mentioned funding agreements have been ratified by Law no. [*to be inserted number and date*], published in the Official Gazette no. [*to be inserted number & date*];

On [*to be inserted date*] the Subsidiary Agreement no. [*to be inserted number*] was signed between the Ministry of Public Finance and the Ministry of Waters and Forests, designating the MWF as beneficiary of the Project funding and defining its rights, obligations and responsibilities in managing the Loan;

Order no. 1820/21.11.2007, issued by the minister of waters and forests, establishing the „Integrated Nutrients Pollution Control” Project Management Unit, unit without legal entity status, reporting to the MWF, to which the entire Project implementation and financial management responsibility have been delegated;

The Beneficiary has applied for a sub-project from the Component 1 of the Project and its Application Form was evaluated and selected for financing under INPCP AF,

THE PARTIES:

- **Ministry of Waters and Forests of Romania - “Integrated Nutrient Pollution Control” Project Management Unit**, having its principal place of business in Romania, Bucharest, 12th Libertății Blvd., 2nd Floor, Room 304, Sector 5, fiscal code 16335444, phone number

[.....], email address: [.....], represented by [insert full address and contact details], hereinafter called the “Financing Authority”

and

- **[official name of the Beneficiary]** having its principal place of business in Romania, [*insert full address*], fiscal code [*insert code*], phone number [*insert number*], email address [*insert address*], represented by [*name of legal representative*], hereinafter called the “Beneficiary”

Or, as the case may be,

the association made of:

- **[official name of the leading partner]** having its principal place of business in Romania, [*insert full address*], fiscal code [*insert code*], phone number [*insert number*], email address [*insert address*], account no. [*insert account and Bank*], represented by [*name of legal representative*], legally designated as Leading Partner through the Association Agreement no.[*insert date and number of Association Agreement*]
- **[official name of the partner]** having its principal place of business in Romania, [*insert full address*], fiscal code [*insert code*], phone number [*insert number*], email address [*insert address*], account no. [*insert account and Bank*], represented by [*name of legal representative*], Partner of the Association no.[*insert date and number of Association Agreement*]
- [*insert other lines for each of the partners if necessary*]

hereinafter called the “Beneficiary”,

AGREE TO ENTER THE PRESENT FINANCING CONTRACT.

The Financing Agreement is composed of:

- a. Terms and Conditions
- b. Annex 1 – Sub-project description – Application Form and Concept Note
- c. Annex 2 – Template for Certificate of Completion
- d. Annex 3 – Association Agreement (if case)

TERMS AND CONDITIONS

Sectiunea I. Definitii

Art. 1. For the purpose of the present Financing Contract the following terms and abbreviations have the following meanings:

- a. „*Loan Agreement*” means the Loan Agreement no. LN 8597-RO between Romania and the International Bank for Reconstruction and Development on funding of the Integrated Nutrient Pollution Control Project - Additional Financing, amounting to 48 million Euros equivalent was signed in Bucharest on 14 April 2016;
- b. „*Financing Contract*” means the present contract between INPC-PMU and the selected beneficiary for financing under the Component 1 of INPCP;
- c. “*Financing Authority*” means the Ministry of, Waters and Forests represented by the PMU INPC, who is providing the financing sub-project out of the INPCP Loan proceedings;
- d. “*ANAR*” means the „Romanian Waters” National Administration (“Apele Române”), established by Government Emergency Ordinance no. 107/2002, with its subsequent amendments and completions up to the date of the present Agreement, or any legal successor;
- e. “*Association Agreement*” means the agreement between the eligible parties that submitted the Concept Note and the Application Form and are implementing the sub-project together;
- f. “*Applicable Guidelines*” means the Guidelines for procedures to be used for competitive financing and for potential Applicants of the „Integrated Nutrient Pollution Control” Project under INPCP AF, dated [*insert date of the applicable version of the Guidelines*]
- g. “*Beneficiary*” means an Administrative – Territorial Unit ,association of Administrative – Territorial Units, eligible for a sub-project according to the eligibility criteria specified in the Project Operational Manual;
- h. “*Bank*” or “*IBRD*” means International Bank for Reconstruction and Development, belonging to the World Bank group;
- i. “*EU*” means European Union;
- j. “*EU Nitrates Directive*” means European Council Directive 91/676/EEC of 12 December 1991 concerning the protection of waters against pollution with nitrates from agricultural sources;
- k. “*EU Water Framework Directive*” means Directive 2000/60/EC of the Parliament and European Council, establishing a framework for Community action in the field of water policy;
- l. „*Water Directorate*” („ *Direcție de Apă*”) means any of the Water Directorates established and functioning under ANAR’s authority;
- m. “*CIA*” means Inter-ministerial Committee for the Implementation of the EU Nitrates Directive established by Inter-ministerial Order no. 452/2001, with its subsequent amendments and completions up to the date of the present Agreement;
- n. “*MADR*” means the Ministry of Agriculture and Rural Development or any legal successor;
- o. “*MWF*” means Ministry of Waters and Forests or any legal successor;

- p. **“Operational Manual”** means the manual describing the procedures for Project implementation including, among others: (i) procedures for establishing administrative, procurement, accounting, financial management and monitoring and evaluation arrangements; (ii) the templates for un-audited financial reports for a certain period and the Project Reports; and (iii) eligibility criteria, selection procedures, terms and conditions, as well as procurement arrangements for the Sub-project;
 - q. **“INPC-PMU”** means „Integrated Nutrients Pollution Control” Project Management Unit, established within the MWF or any legal successor acceptable for the Bank;
 - r. **“Procurement Plan”** means the Project procurement plan of the Borrower mentioned in paragraph 1.18 of the Procurement Guide and paragraph 1.25 of the Consultants Guide, subject to regular updates according to the provisions in the previous paragraphs;
 - s. **„Project”** means the „Integrated Nutrients Pollution Control” Project;
 - t. **“Additional Financing” (AF)** – means the additional loan in an amount of EUR 48 million (USD 52.39 million equivalent) to the Government of Romania, for the Integrated Nutrient Pollution Control Project (INPCP), P093775 IBRD Loan no.8597-RO;
 - u. **“Sub-project”** – means a project presented in the application forms transmitted by the Applicants to the PMU in order to participate in the competitive financing program corresponding to Component 1 within INPCP-AF, evaluated and selected for financing. A sub-project may include one or more investment types from the same domain of intervention;
 - v. **“Application Form”** – means the detailed description of the sub-project, including the feasibility study, the arrangements for monitoring and project management, information regarding the applicant/applicants etc, submitted in the second stage of the selection process according to the published template made available by PMU within the applicable round of competition.
 - w. **“Concept Note”** - means the preliminary description of the sub-project submitted in the first stage of the selection process, according to the published template made available by PMU within the applicable round of competition;
 - x. **“Implementation period of the Sub-project”** - the period between the date of the Financing Contract and the date of the Final Report;
 - y. **„Project implementation area”** includes, according to Annex 1 to the present Agreement, the beneficiary [insert name of localities] locality/localities for the project investment.
- Art. 2. Any other terms that have not been defined above and are used within the present Agreement have the meaning defined in the Loan Agreement or in the Romanian legislation in force.

Sectiunea 2. Object of the Financing Contract

- Art. 3. The main objective of the „Integrated Nutrients Pollution Control” Project is to support the Government of Romania towards meeting the EU Nitrate Directive requirements at national scale by ensuring provide support at local levels for effective investments and management practices to reduce nutrient pollution from agricultural, livestock and human sources. In order to meet this objective, the Beneficiary submitted an Application Form that was selected during the evaluation process.
- Art. 4. This Financing Contract sets out the rights and obligations and the terms and conditions applicable to the financing awarded to the Beneficiary for implementing the sub-projects set out in Annex 1.
- Art. 5. This Financing Contract is awarded for the investment entitled [insert sub-project title] as described in Annex 1.

Art. 6. The Sub-Project regards an investment/investments [**insert the investment type**] under the intervention domain [**insert number of the D.I.**].

Sectiunea 3. Starting date and duration of the sub-project

Art. 7. The present Financing Contract enters into force upon signature by the legally authorized representatives of the Beneficiary and the legally authorized representative of MWF, on the other side. It has enforcement value without any further legal procedures.

Art. 8. The duration of the sub-project will be no longer than [**insert number of months**] months starting the first day of the month following the date the Financing Agreement enters into force¹⁹. The Sub-Project will be carried out according to the implementation plan.

Sectiunea 4. Estimated budget. Financial Provisions

Art. 9. The estimated value of the sub-project is [**insert amount in RON**] RON, out of which the estimated value of the INPCP grant is estimated at [**insert amount in RON**] RON and the estimated Beneficiary contribution is estimated at [**insert amount in RON**] RON. Where applicable, the breakdown of contribution per partners is presented in Annex 1.

Art. 10. The estimated budget is calculated using prices on [*insert date and exchange rate EURO/ROM*] on the basis of the General Estimated part of the Feasibility Study submitted together with the Application Form of the Full Proposal.

Art. 11. The eligible expenses of the Beneficiaries include: [**insert list of eligible expenses based on investment type**]

Art. 12. The eligible expenses of the MWF include: [**insert list of eligible expenses based on investment type**]

Art. 13. The sub-project Beneficiary, based on the implementation Plan and on the sub-project budget, will include in its annual budget the amounts required for contribution.

Art. 14. The budget presented in the Annex 1 is an estimation; at the time of reporting, the actual costs may be below from the estimated eligible costs in the budget.

Sectiunea 5. Rights, responsibilities and obligations

Section 5.1. PMU rights, responsibilities and obligations:

Art. 15. PMU shall carry out the Project activities and objectives as described in the Loan Agreement, and in the present Financing Agreement; for this purpose, PMU will carry out its activity with all due responsibility, efficiency and diligence. The sub-project objectives shall be carried out according to the relevant technical, administrative, financial and economical legal practices.

Art. 16. PMU shall provide the facilities, services and other resources required for the purposes of the investment works, shall provide information, shall have correspondence and shall consult with the Beneficiary representatives whenever necessary, regarding work progress and outputs.

Art. 17. PMU is responsible for signing contracts with the selected providers/ service providers/ contractors for the implementation of the sub-project.

Art. 18. PMU shall monitor the implementation of the procurement contracts to ensure compliance with contract provisions, availability of necessary funds, and shall make all the arrangements for the intermediary and final payments for its own procurements.

Art. 19. PMU will finance the sub-project activities from the project funds according to the list of eligible expenditure detailed at Art. 12 above and the sub-project budget detailed in the Annex 1.

¹⁹ This date must be the first working day of a month and it must be later than the date of entry into force of the agreement, unless authorized otherwise by the PMU, if the applicant can demonstrate the need to start the action before the entry into force of the financing agreement or the need to start the action on another day than the first day of the month.

- Art. 20. Any reallocation of funds from one activity to another within the maximum budget allocated to the sub-project it is done with the prior approval of the World Bank and the Ministry of Waters and Forests.
- Art. 21. All the agreed procurement items will be included in the Project Procurement Plan for the following period, which will be submitted to the MWF for approval. Its implementation will only be carried out after approval and within the available budget, by funding sources, for the respective financial year.
- Art. 22. PMU is responsible for carrying out the procurement procedure for the goods/ services/ works for the beneficiary in agreement with the eligible expenditure listed at Art. 12 above and the provisions of the Loan Agreement, Project Operational Manual, and of the in force Romanian legislation. In this respect, the PMU:
- a. Shall initiate and follow the Government approval procedure for the technical-economical documentation of the investments that are going to be made from the project funds for the sub-project;
 - b. Shall prepare the bidding documents for the goods, services and works for the sub-project, will follow the entire procurement procedure, will sign the supply/ service/ construction contracts and will monitor on site the stage of accomplishment of goods supply/ services provision / construction works;
 - c. Will monitor on site, through its own staff or River Basin Water Directorate staff that was hired for this purpose, the stage of completion of all sub-project activities, as well as the way in which local investments are operated and used;
 - d. Will carry out regularly surveys, social inquiries and will use different other instruments to monitor changes in mentality, perception, attitudes and behavior within the communities where the sub-project was implemented;

Section 5.2. Rights, responsibilities and obligations of the Beneficiary

- Art. 23. The Beneficiary commits to carrying out the sub-project activities and objectives as they are described in this financing agreement and, for this purpose, will carry out its obligations with all the necessary responsibility, efficiency and diligence. The sub-project objectives shall be carried out in compliance with the technical, administrative, financial, juridical and economical legal requirements.
- Art. 24. The Beneficiary shall provide the organizational framework and shall take all the necessary measures to ensure the sub-project implementation.
- Art. 25. The Beneficiary shall designate a person from their own staff to be responsible for the project implementation activities at local level, also in charge of direct communication with PMU.
- Art. 26. The Beneficiary will designate representatives for the assessment, selection, analysis and reception commissions that were set up for the procurement of goods, services and works within the sub-project.
- Art. 27. The Beneficiary will reply promptly to all the requests from the PMU regarding the day-to-day implementation of the sub-project.
- Art. 28. In order to implement at local level the sub-project activities, the Beneficiary is responsible for fulfilling its obligations within the sub-project concerning:
- a. Providing the locations of the investment to be constructed at locality level on land with a clear juridical status, in the public property of the Beneficiary and with proper access;
 - b. Obtaining the construction permits for the investments to be made;
 - c. Supervision of the construction works by assigning a person to follow construction works together with the site engineer hired by the PMU;

- d. Operation of the investment at locality level and of the corresponding equipment according to the best agricultural practices and, in this respect, providing funds for the operation costs, including, as the case may be, equipment operators and guards for the platforms, fuel, lubricants and other consumables, equipment operation, all taxes and mandatory insurances for the operation period, insurances, regular inspections according to the specifications in the technical book at authorized service units, repair works and other maintenance costs required for a normal operation of the equipment [if applicable];
 - e. Active involvement in promoting the sub-project and the environmentally friendly agricultural practices;
 - f. Assigning a person from the mayoralty staff to act as „Beneficiary Representative” in the relationship with the site engineer and constructor;
 - g. The „Beneficiary Representative” has to follow the work progress and approve the monthly bills of quantities prepared by the constructor and endorsed by the Site Engineer, bills that will be forwarded to PMU for payment processing;
 - h. Keeping records of confirmed payments for bills of quantities.
- Art. 29. The Beneficiary is committed to conduct the procurement processes for services required for the sub-project, in agreement with the eligible expenditures listed in Art. 11 above, in accordance with the requirements set forth by Romanian related law.
- Art. 30. The Beneficiary is committed to support the procurement processes carried out by the PMU, for goods/ services/ works for the sub-project, by providing permanent support during the preparation, completion and finalizing phases, namely:
- a. Support for preparation of technical specifications of equipment, goods, works to be procured, delivery terms, facilities and associated services, as required;
 - b. Providing specialists to be part of the assessment, selection and reception commissions for the goods, services and works to be provided from sub-project funds;
- Art. 31. The Beneficiary will cooperate with PMU for the partial and final reception of the procured goods/ services/ works, providing specialists from the central and/ or local level that will check the compliance of the received assets with the specifications, will certify their quality and quantity, as well as the provision of facilities and associated services.
- Art. 32. All the assets procured by PMU for the sub-project shall be transferred, free of charge, after their reception, to the Beneficiary, in order to be used for the purpose for which they have been acquired, both during the sub-project implementation and after its completion, in agreement with the agreed period of sustainability of at least [*insert number*] years, according to the investment type.
- Art. 33. The Beneficiary will maintain adequate inventory of the assets received within the sub-project, updated yearly according to the applicable law.
- Art. 34. The Beneficiary commits to ensure guarding and maintenance of the assets provided within the sub-project, as well as to bear the costs of subsequent maintenance and upgrading, to secure the fulfillment of their final goal, including, as required: access roads, connection to utilities, facilities etc. for the period mentioned at art. Art. 32 above.
- Art. 35. The Beneficiary commits to return full equivalent of the received investment in case the obligations set forth in clauses Art. 32 and Art. 34 above are not fulfilled.
- Art. 36. The Beneficiary commits to propose for sub-project funded training only its own staff that is directly involved in activities that contribute to the fulfillment of the sub-project objectives, to take measures for staff stability and create conditions for applying the newly acquired knowledge.

Art. 37. The Beneficiary, commits to disseminate among those interested the information and experience acquired through the sub-project implementation;

Art. 38. The Beneficiary, commits to submit PMU the Monitoring Report during the implementation and operating phase, and promptly provide information that is needed for reporting within the Project upon reasonable requests from the PMU.

Sectiunea 6. Communications

Art. 39. Any communication to be given or made pursuant to this Financing Agreement shall be in writing. Any such notice, request or consent shall be deemed to have been given or made when delivered to an authorized representative of the Party to whom the communication is addressed, or when sent to such Party at the address specified in the Preamble of this Agreement.

Sectiunea 7. Suspension and Termination of Contract

Art. 40. The Financing Authority may, by written notice of suspension to the Beneficiary, suspend the financing of the investment and/or the execution of works and delivery of equipment, if the Beneficiary fails to perform any of its obligations under this Financing Agreement, provided that such notice of suspension (i) shall specify the nature of the failure, and (ii) shall request the Beneficiary to remedy such failure within a period established by the Financing Authority and considered appropriate for the good implementation of the sub-project.

Art. 41. The Financing Authority may terminate this Financing Agreement in case of the occurrence of any of the events specified in paragraphs (a) through (c) of this article. In such an occurrence the Financing Authority shall give at least thirty (30) calendar days written notice of termination to the Beneficiary:

- a. If the Beneficiary fails to remedy a failure in the performance of its obligations hereunder, as specified in a notice of suspension pursuant to Art. 40;
- b. If, as the result of Force Majeure, the Beneficiary is unable to provide a substantial part of its obligations for a period of not less than sixty (60) calendar days;
- c. If the Beneficiary, in its sole discretion and for any reason whatsoever, decides to terminate this Financing Agreement;

Art. 42. Furthermore, if the Financing Authority determines that the Beneficiary has engaged in corrupt, fraudulent, collusive, coercive or obstructive practices, in competing for or in executing the Financing Agreement, then the Financing Authority may, after giving fourteen (14) calendar days written notice to the Beneficiary, terminate the Beneficiary 's financing under the Financing Agreement.

Sectiunea 8. Force Majeure

Art. 43. For the purposes of this Financing Contract, “Force Majeure” means an event which is beyond the reasonable control of a Party, is not foreseeable, is unavoidable, and makes a Party’s performance of its obligations hereunder impossible or so impractical as reasonably to be considered impossible under the circumstances, and subject to those requirements, includes, but is not limited to, war, riots, civil disorder, earthquake, fire, explosion, storm, flood or other adverse weather conditions, strikes, lockouts or other industrial action confiscation or any other action by Government agencies.

Art. 44. Force Majeure shall not include:

- a. any event which is caused by the negligence or intentional action of a Party or such Party’s personnel, agents or employees,
- b. any event which a diligent Party could reasonably have been expected to both take into account at the time of the conclusion of this Financing Agreement, and avoid or overcome in the carrying out of its obligations hereunder.

Art. 45. Force Majeure shall not include insufficiency of funds or failure to make any payment required hereunder.

Art. 46. A Party affected by an event of Force Majeure shall continue to perform its obligations under the Financing Agreement as far as is reasonably practical, and shall take all reasonable measures to minimize the consequences of any event of Force Majeure.

Art. 47. A Party affected by an event of Force Majeure shall notify the other Party of such event as soon as possible, and in any case not later than fourteen (14) calendar days following the occurrence of such event, providing evidence of the nature and cause of such event, and shall similarly give written notice of the restoration of normal conditions as soon as possible.

Art. 48. Any period within which a Party shall, pursuant to this Financing Agreement, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

Sectiunea 9. Dispute Settlement

Art. 49. The Parties shall seek to resolve any dispute arising under or related to this Financing Agreement amicably by mutual consultation.

Art. 50. Any dispute between the Parties arising under or related to this Financing Agreement that cannot be settled amicably will be settled by the competent Romanian Court of Law.

Sectiunea 10. Final provisions

Art. 51. Any amendment of the Loan Agreement and any reallocation between expenditure categories funded by them, leads, according to case, to the corresponding amendment of the present Financing Agreement.

Art. 52. Any change of the clauses and / or annexes of this Financing Contract will be made by the Parties through Addendum.

Art. 53. Annex 1, Annex 2 and Annex 3 [if applicable] are integral part of the present Financing Contract.

Art. 54. The present Financing Contract has been signed in two copies, both having original value and forming, together with the Annexes, a single legal act.

The Financing Authority

**Ministry of Waters and Forests of Romania -
“Integrated Nutrient Pollution Control”
Project Management Unit**

represented by

[insert name of legal representative]

[insert function of legal representative]

The Beneficiary

*[insert name of Beneficiary as defined
in Preamble]*

represented by

[insert name legal representative]

[insert function legal representative]

Annex no. 1 to the Financing Contract

Sub-Project Description – Application Form

Annex no. 2 to the Financing Contract

Draft certificate of completion

Registration No.:

TEMPLATE FOR CERTIFICATE OF COMPLETION

Date:

Name:

Fiscal Code

Village:

Commune:

Address:

Financing Agreement no.:

This Certificate is not a certificate of technical quality. It can be used only in relation with the Financing Agreement signed between the ATU and the PMU.

The object of Certificate is to certify completion of the [*name of the investment*] as provided in the Financing Agreement mentioned above.

Following the inspection of the construction we confirm completion:

- Without reservations

- With reservations listed below

Failures:
.....
.....

Other comments.....
.....
.....

Deadline for remedy

Signatures:

Supervising Engineer

Beneficiary

Name:

Name:

Annex no. 3 to the Financing Contract

Association Agreement *[if Applicable]*

Annex NC2: Template for a financial agreement of operational expenses

I, the undersigned,

As legal representative of the single applicant/association, I hereby declare that after finalizing the delivery receipt procedure and registration in the public property of the single applicant/association I am representing, the single applicant/association takes over the full ownership and use of all constructions and equipments forming the investment objective carried out through the proposed subproject, with all the rights and obligations stemming from the ownership status and by observing the following conditions:

- To ensure the proper funding for the operation of the investment objective according to the best practices available in the field;
- To cover the operational costs from the Local Council's own resources, including payments for operational and security staff, taxes for authorizing the operation, utilities, raw materials, fuels, lubricants and other consumable materials required for the operation of the investment objective
- To ensure the human and financial resources required to cover the operational and maintenance costs after implementing the subproject for at least [please insert the time interval specified in the subchapter Eligible Beneficiaries in the Guide for Applicants] years
- To financially cover all taxes and insurances which are mandatory during the operation, as well as costs regarding maintenance, repairs and other maintenance costs required for its normal operation
- The single applicant/association I am representing shall be fully compliant with the legal provisions in force in case of failure to fulfil its obligations regarding the use, monitoring and maintenance of the investment objective.

I hereby confirm that all information included in this statement is complete and accurate. I have read and understood that any intentional misstatement of information may represent the object of a civil, administrative or legal action against me.

Signature

Date

Annex CN3: Template of Partnership Agreement

ASSOCIATION AGREEMENT

BETWEEN:

- **[official name of the leading partner]** having its principal place of business in Romania, *[insert full address]*, fiscal code *[insert code]*, phone number *[insert number]*, email address *[insert address]*, account no. *[insert account and Bank]*, represented by *[name of legal representative]*, as Leading Partner of Association
- **[official name of the partner]** having its principal place of business in Romania, *[insert full address]*, fiscal code *[insert code]*, phone number *[insert number]*, email address *[insert address]*, account no. *[insert account and Bank]*, represented by *[name of legal representative]*, as Association Partner
- *[insert other lines for each of the partners if necessary]*

hereinafter, jointly or individually, referred to as “Parties” or ”Party”,

related to the sub-project entitled

[insert name of sub-project],

WHEREAS:

The Parties, as eligible Beneficiaries, have submitted a Full Application Form to the UMP INPC as part of the competition organized under the Component 1 of the INPC Project, for obtaining financing for **[name of sub-project]** sub-project, and the application was evaluated and selected for financing

The Parties wish to specify or supplement binding commitments among themselves in addition to the provisions of the specific Financing Agreement to be signed by the Parties and the Funding Authority MWF through PMU INPC,

The Parties are aware and agree that this Association Agreement is legally binding for the duration of the sub-project implementation and sustainability period as defined in the Financing Agreement Art. 8 and Art. 32.

NOW, THEREFORE, THE PARTIES HEREBY AGREE AS FOLLOWS:

Sectiunea 1. Definitii

Art. 1. The following terms whenever used in this Association Agreement have the following meanings:

- a. *„Loan Agreement”* means the Loan Agreement no. LN 8597-RO between Romania and the International Bank for Reconstruction and Development on funding of the Integrated Nutrient Pollution Control Project - Additional Financing, amounting to 48 million Euros equivalent was signed in Bucharest on 14 April 2016;
- b. *„Financing Contract”* means the present Cooperation Agreement between INPC-PMU and the selected beneficiary for financing under the Component 1 of INPCP;

- c. “*Financing Authority*” means the Ministry of, Waters and Forests represented by the PMU INPC, who is providing the financing sub-project out of the INPCP Loan proceedings;
- d. “*ANAR*” means the „Romanian Waters” National Administration (“Apele Române”), established by Government Emergency Ordinance no. 107/2002, with its subsequent amendments and completions up to the date of the present Agreement, or any legal successor;
- e. “*Association Agreement*” means the agreement between the eligible parties that submitted the Concept Note and the Application Form and are implementing the sub-project together;
- f. “*Applicable Guidelines*” means the Guidelines for procedures to be used for competitive financing and for potential Applicants of the „Integrated Nutrient Pollution Control” Project under INPCP AF, dated [insert date of the applicable version of the Guidelines]
- g. “*Beneficiary*” means an Administrative – Territorial Unit ,association of Administrative – Territorial Units, eligible for a sub-project according to the eligibility criteria specified in the Project Operational Manual;
- h. “*Bank*” or “*IBRD*” means International Bank for Reconstruction and Development, belonging to the World Bank group;
- i. “*EU*” means European Union;
- j. “*EU Nitrates Directive*” means European Council Directive 91/676/EEC of 12 December 1991 concerning the protection of waters against pollution with nitrates from agricultural sources;
- k. “*EU Water Framework Directive*” means Directive 2000/60/EC of the Parliament and European Council, establishing a framework for Community action in the field of water policy;
- l. „*Water Directorate*” („Direcție de Apă”) means any of the Water Directorates established and functioning under ANAR’s authority;
- m. “*CIA*” means Inter-ministerial Committee for the Implementation of the EU Nitrates Directive established by Inter-ministerial Order no. 452/2001, with its subsequent amendments and completions up to the date of the present Agreement;
- n. “*MADR*” means the Ministry of Agriculture and Rural Development or any legal successor;
- o. “*MWF*” means Ministry of Waters and Forests or any legal successor;
- p. “*Operational Manual*” means the manual describing the procedures for Project implementation including, among others: (i) procedures for establishing administrative, procurement, accounting, financial management and monitoring and evaluation arrangements; (ii) the templates for un-audited financial reports for a certain period and the Project Reports; and (iii) eligibility criteria, selection procedures, terms and conditions, as well as procurement arrangements for the Sub-project;
- q. “*INPC-PMU*” means „Integrated Nutrients Pollution Control” Project Management Unit, established within the MWF or any legal successor acceptable for the Bank;
- r. “*Procurement Plan*” means the Project procurement plan of the Borrower mentioned in paragraph 1.18 of the Procurement Guide and paragraph 1.25 of the Consultants Guide, subject to regular updates according to the provisions in the previous paragraphs;
- s. „*Project*” means the „Integrated Nutrients Pollution Control” Project;
- t. “*Additional Financing*” (AF) – means the additional loan in an amount of EUR 48 million (USD 52.39 million equivalent) to the Government of Romania, for the Integrated Nutrient Pollution Control Project (INPCP), P093775 IBRD Loan no.48730-RO;

- u. **“Sub-project”** – means a project presented in the application forms transmitted by the Applicants to the PMU in order to participate in the competitive financing program corresponding to Component 1 within INPCP-AF, evaluated and selected for financing. A sub-project may include one or more investment types from the same domain of intervention;
- v. **“Application Form”** – means the detailed description of the sub-project, including the feasibility study, the arrangements for monitoring and evaluation, information regarding the applicant/applicants.
- w. **“Implementation period of the Sub-project”** - the period between the date of the Financing Contract and the date of the Final Report;
- x. **„Selected locality”** means a beneficiary locality with Project interventions;
- y. **„Project implementation area”** includes, according to Annex 1 to the present Agreement, the beneficiary [insert name of localities] locality/localities.

Art. 2. Any other terms that have not been defined above and are used within the present Agreement have the meaning defined in the Loan Agreement or in the Romanian legislation in force.

Sectiunea 2. Objective of the Association Agreement

Art. 3. The objective of this Association Agreement is to establish with respect to the [**name of sub-project**] sub-project the rights and obligations of the Parties regarding the preparation, submission, implementation and the management of sub-project and operation of the investment objective.

Art. 4. The Application Form and its Annexes are part of this present Agreement.

Sectiunea 3. Duration of the Association Agreement

Art. 5. This Association Agreement entries into force upon its signature by all parties and in any case before the submission of the Concept Note. The effective date is the date of the last signature.

Art. 6. This Association Agreement shall continue in full force and effect until complete fulfilment of all obligations undertaken by the Parties under the Financing Agreement and under this Association Agreement.

Art. 7. This Association Agreement may be terminated if the Financing Contract is not signed by the Financing Authority or the Financing Contract is terminated.

Sectiunea 4. Management of the Association

Art. 8. The Parties have appointed a project manager in the person of:

- a. Name and surname of the project manager
- b. Institution of the project manager
- c. Contact details: phone/email/fax:

Art. 9. The Partners hereby appoint [**name of Leading Partner**] as Leading Partner and grant a representation mandate to the Legal Representative named at **Error! Reference source not found.** below.

Art. 10. The Legal Representative is a Leading Partner employee and has the following contact details:

- a. Name and surname of the Legal Representative
- b. Institution of the Legal Representative
- c. Phone/email/fax:

Section 5. Roles and Responsibilities of the Parties

Section 5.1. General Roles and Responsibilities of the Parties

- Art. 11. Each Party undertakes to take part in the efficient implementation of the sub-project, and to cooperate, perform and fulfil, promptly and on time, all of its obligations under the Financing Agreement and this Association Agreement as may be reasonably required from it and in a manner of good faith as prescribed by Romanian law.
- Art. 12. Each Party undertakes to notify promptly, in accordance with the governance structure of the sub-project, any significant information, fact, problem or delay likely to affect the sub-project.
- Art. 13. Each Party shall provide all information reasonably required by the other party/parties to carry out its/heir tasks and shall take reasonable measures to ensure the accuracy of any information it supplies to the other party/parties.

Section 5.2. Roles and Responsibilities of the Parties with regard to project management

Art. 14. The parties have detailed in the Annex 1 of this Association Agreement the roles and responsibilities of the partners related to the implementation of the sub-project and how are they distributed for each activity, as follows:

14.1. *General project management.*

- a. The parties will ensure the management and implementation of each of the sub-project activity as presented in the Annex 1 to this Association Agreement. The parties will develop, maintain and update as required a project implementation plan indicating the partners' roles for each activity.
- b. The Leading Partner will ensure the coordination of each of the sub-project's partners as presented in the Annex 1 to this Association Agreement.
- c. The parties will report on the sub-project's progress, results and indicators as presented in the Annex 1 to this Association Agreement. The Leading Partner will ensure consolidated reporting to the Financing Authority.

14.2. *Financial arrangements.* The Beneficiary expenses for the sub-project will be covered as follows:

- a. Leading Partner/Partner 1: RON [***insert amount in RON***]
- b. Partner 2: RON [***insert amount in RON***]
- c. Partner n: RON [***insert amount in RON***]

14.3. *Procurement management.* The parties have detailed in Annex 1 the roles and responsibilities of the partners related to the procurement activities, including an estimated procurement plan comprising at least the description of procurement items, estimated value and estimated dates for contract signature. For the implementation of this sub-project the parties are required to comply with the Romanian legislation in the field of public procurement - Law no. 98/2016, as amended and supplemented.

14.4. *Human resources.* The parties will ensure the necessary human resources for the sub-project implementation as detailed in Annex 1, presenting for each person the roles and responsibilities.

Section 5.3. Roles and Responsibilities of the Parties with regard to operation and maintenance of the investment

Art. 15. The Party (-ies) which has (have) in public property the location(s) where the investment will be located is/are the main responsible for the feasibility studies and the land studies.

Art. 16. The parties have detailed in the Annex 1 of this Association Agreement the roles and responsibilities related to the operation of the investment at least for the [insert number] years as required by the Applicant Guidelines and the resources (human and financial) that will ensure the functioning and maintenance of the investment in the operating phase after the implementation period.

Art. 17. The parties agreed and have included in Annex 1 at least the following aspects:

- a. how the investment will be financially sustained during the operation and maintenance period required after sub-project completion
- b. how the parties will share the financial responsibilities after the sub-project completion;
- c. the parties capacity to ensure the operation and maintenance of the investment by presenting the human necessary resources required after sub-project completion
- d. how the parties will share the use of equipment after the completion of the investment as well as after sub-project completion;
- e. other relevant aspects.

Section 5.4. Roles and Responsibilities of the Leading Partner

Art. 18. The Leading Partner has the right to request from the other Parties the delivery of any information and documents related to the sub-project, in order to ensure proper communication and reporting to the Financing Authority.

Sectiunea 6. Communications

Art. 19. Any communication to be given or made pursuant to this Association Agreement shall be in writing. Any such notice, request or consent shall be deemed to have been given or made when delivered to an authorized representative of the Party to whom the communication is addressed, or when sent to such Party at the address specified in the Preamble of this Agreement.

Art. 20. Any communication to be given or made with the Financing Authority, pursuant to the Financing Agreement shall be carried out by the Leading Partner in writing.

Sectiunea 7. Force Majeure

Art. 21. For the purposes of this Contract, “Force Majeure” means an event which is beyond the reasonable control of a Party, is not foreseeable, is unavoidable, and makes a Party’s performance of its obligations hereunder impossible or so impractical as reasonably to be considered impossible under the circumstances, and subject to those requirements, includes, but is not limited to, war, riots, civil disorder, earthquake, fire, explosion, storm, flood or other adverse weather conditions, strikes, lockouts or other industrial action confiscation or any other action by Government agencies.

Art. 22. Force Majeure shall not include:

- a. any event which is caused by the negligence or intentional action of a Party or such Party’s personnel, agents or employees,
- b. any event which a diligent Party could reasonably have been expected to both take into account at the time of the conclusion of this Association Agreement, and avoid or overcome in the carrying out of its obligations hereunder.

- Art. 23. Force Majeure shall not include insufficiency of funds or failure to make any payment required hereunder.
- Art. 24. A Party affected by an event of Force Majeure shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall take all reasonable measures to minimize the consequences of any event of Force Majeure.
- Art. 25. A Party affected by an event of Force Majeure shall notify the other Party of such event as soon as possible, and in any case not later than fourteen (14) calendar days following the occurrence of such event, providing evidence of the nature and cause of such event, and shall similarly give written notice of the restoration of normal conditions as soon as possible.
- Art. 26. Any period within which a Party shall, pursuant to this Association Agreement, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

Sectiunea 8. Dispute Settlement

- Art. 27. The Parties shall seek to resolve any dispute arising under or related to this Association Agreement amicably by mutual consultation.
- Art. 28. Any dispute between the Parties arising under or related to this Association Agreement that cannot be settled amicably will be settled by the competent Romanian Court of Law.

Sectiunea 9. Final provisions

- Art. 29. Any amendment of the Loan Agreement, and any amendment of the Financing Agreement, leads, according to case, to the corresponding amendment of the present Association Agreement.
- Art. 30. Any change of the clauses and / or annexes of this Association Agreement will be made by the Parties through Addendum.
- Art. 31. Annex 1 is integral part of the present Association Agreement.
- Art. 32. The present Association Agreement has been signed in copies, having original value and forming, together with the Annexes, a single legal act.

Annex NC4: Template for a written request representing the commitment to transport manure by using his/hers own equipment or the collection and transport services organized by the territorial-administrative unit, as well as for storage of manure on the communal platform/compost station

Reg. no.:/.....

To: The Mayorality of

Attn: The Mayor

Ref: The communal platform for storage of manure/manure compost station

Request expressing the commitment for storage of manure on the communal platform/compost station

To the Mayor,

I, the undersigned,
(last name and first name)

Having the current residence in the locality of.....
....., commune, county
....., street., no., phone
....., I have read and understood the following:

- The Mayorality's intent to apply for the construction of a communal manure storage platform/compost station in our commune within the project „Integrated Nutrients Pollution Control” (INPCP) financed by the Government of Romania from a World Bank loan;
- The INPCP objective is to reduce the pollution of water with nutrients and other pollutants from agricultural sources and one of the measures proposed is the improvement of manure storage facilities at local level.

I hereby declare that at the date of this request:

1. I own in my household the following livestock:

Livestock	Animal numbers (current)	Remarks
Cows		
Other cattle		
Breeding pigs		
Meat pigs		
Horses		
Sheep and goats that are kept in the household more than 9 months/year		
Poultry		

2. The location of my household is the following:

The distance between my household and the location of the future communal manure storage platform/compost station is:

Over 5 km

Between 2 and 5 km

Under 2 km

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

I own a cart for the transport of manure

I intend to use the collection services provided by the Mayoralty

<input type="checkbox"/>
<input type="checkbox"/>

I hereby express my wish to be included in the investment programme and my commitment to transport the manure (by using my own means or the collection and transport services provided by the Mayoralty) and to store it on the communal platform/compost station, if the Mayoralty's project is approved to be financed.

Date:

Signature:

Annex NC5: Template for an agreement to ensure sustainability

I, the undersigned,

As legal representative of the single applicant/association, I hereby declare that the single applicant/association I am representing has the financial resources to implement the project, and consequently I am expressing my acceptance to:

- Ensure the human and financial resources required to cover the maintenance costs after the implementation of the suproject for at least [please insert the time interval specified in the chapter Eligible Beneficiaries in the Guide for Applicants] years
- To obtain the necessary licences and authorizations for its operation
 - To ensure through competent staff from its own authorized/licenced units or by contracting operation services, mandatory technical revision services and maintenance services required for the operation of the investment at the parameters designed and approved by the approval documents;
 - During the operation to ensure the observance of provisions from the operation/use/running manuals for the entire investment and for each equipment/tool included in the investment;
 - To ensure the compliance with all the designer's recommendations included in the designer's minutes from the handover of the investment objective;
 - To ensure that the investment is operated by complying with all conditions included in the authorizations/permits and conditions taken into consideration at the drawing up of the feasibility study

I hereby declare that the property which is the object of the subproject has the following aggregated characteristics:

- It is free of any encumbrances
- It is not subject to litigations pending before a court regarding its legal status
- It is not subject to claims under special laws or the common law.

I hereby declare that the single applicant/association is not in any of the below mentioned situations:

- It is in procedure of bankruptcy/insolvency or is the subject of a liquidation process or a judicial administration, has concluded agreements with its creditors or is the subject of a procedure as a result of these situations or it is in a similar situation as a consequence of a similar procedure foreseen by the national legislation or regulations
- Following a procedure for a non-refundable funding from public European and/or national funds, it was declared guilty by a final and irrevocable decision of breaching the contract due to non-compliance with the contractual obligations
- It represented the subject of a recovery order of a state aid following a decision of the Council of Competition and this order was not already executed
- Against it was not issued a recovery order of a state aid following a previous decision, and this order was not already executed

I hereby confirm that all information presented in this statement is accurate and complete. I have read and understood that any intentional misstatement of information may represent the object of a civil, administrative or legal action against me.

Signature

Date

Annex NC6: Template for a compliance statement (a resolution for nutrients discharge)

I, the undersigned,

As legal representative of the single applicant/association I hereby declare that the community I am representing has taken all steps so as to reduce nutrients pollution from agricultural sources but this pollution is still threatening because the households do not have a leak free emptying tank and as a result the effluents are directly discharged in the underground water.

In the area attended by the investment carried out in the subproject I am applying for, the following measures for reducing pollution with nutrients from agricultural sources have already been implemented:

- There is in place an authorized system for manure collection and management at local level (manure communal platforms/compost station and equipment for manure transport and handling)
- The measures from the Local Action Plan for the protection of waters against nitrates pollution from agricultural sources were approved and implemented
- [the Local Action Plan for the protection of waters against nitrates pollution from agricultural sources includes the planting of forest shelter-belts] or *)
- [the Local Action Plan for the protection of waters against nitrates pollution from agricultural sources does not include the planting of forest shelter-belts Planul].

*) NB: [one of the answer options between brackets will be chosen]

I hereby confirm that all information presented in this statement is accurate and complete. I have read and understood that any intentional misstatement of information may represent the object of a civil, administrative or legal action against me.

Signature

Date

Annex NC7: Template for a compliance statement (ineligibility for other funds)

I, the undersigned,

As legal representative of the single applicant/association I hereby declare that the subproject proposed by way of this Concept Note has not benefitted from public funding in the last 5 years for similar activities (construction/expansion/upgrading) carried out for the same infrastructure/infrastructure section and does not benefit from other public financing.

If after the date of the present statement a project including the same activities (construction/expansion/upgrading) and developed for the same infrastructure/infrastructure section (complete or partial) will be approved to be financed from other funding, I hereby commit that I will inform in writing the technical assistance department of the Project Management Unit within 48 hours.

I hereby confirm that all information presented in this statement is accurate and complete. I have read and understood that any intentional misstatement of information may represent the object of a civil, administrative or legal action against me.

Signature

Date

Annea NC8: Template request for households requesting a connection to the sewage system

Reg. no:/.....
 To: The Mayorality of
 Attn: The Mayor
 Ref: Connection to the water sewage system

Request for households connection to the sewage system

To the Mayor,

I, the undersigned,

 (last name and first name)

Having the current residence in the locality of
 commune county
 street no. ,
 phone....., I have read and understood the proposal to build a sewage system in the commune in the framework of the Project „Integrated Nutrients Pollution Control” financed by the Government of Romania from a World Bank loan and I express my interest in the connection to the sewage system after the execution works are finalized. I am stating that my family is comprised ofpersons.

In this respect I would like your support in installing a connecting shaft even from the construction stage of the sewage system, located on the public domaine of the commune, close to my property’s limit as the technical project allows; the shaft will be used for the connection of the household’s waste water pipe.

I hereby understand that I have the responsibility for the completion of the sewage installation inside my property and the consequently connection to the connection shaft located in the public domaine and I hereby undertake to carry out this works after the sewage system is completed but not later than 6 months from the start of operation of the sewage system. I also understand that I must conclude a supply contract for the water and sewage services provided by the regional operator or by the public utilities services of the territorial-administrative unit operating the sewage system and to pay the operator’s fees corresponding to the taking over of domestic wastewater.

Signature
 Date

Annex NC9: Urban planning certificate template

[the template for the urban planning certificate is established by Order of the minister for housing and regional development no. 839 from 12 October 2009 for the approval of the methodological guidelines for the application of Law no. 50/1991 regarding the authorization to execute construction works]

Annex NC10: Design engineering theme template (according to the content of Annex 2 to GD no. 907/2016)

Beneficiary/Design engineer(ing company)/Consultant

.....

No. /

DESIGN ENGINEERING THEME*

* [The design engineering theme expresses the investment goals and functional requirements of the investment beneficiary as highlighted in the concept note by establishing the design concept for the investment objective when considering the technical and general urban characteristics of the location, the requirements for the protection of environment and cultural assets or any other specific characteristics of the investment objective. The design engineering theme is drafted by the beneficiary of the investment, or, if applicable by design engineers/consultants providing design engineering/consultancy services in this field, and it is approved by the beneficiary.

The content of the design engineering theme is adapted by the beneficiary according to the category, relevance range and the complexity of the proposed investment objective.]

1. General Information

- 1.1. Name of the investment objective
- 1.2. Main budgetary holder/investor
- 1.3. Budgetary holder (secondary and tertiary)
- 1.4. Beneficiary of the investment
- 1.5. Developer of the design engineering theme

2. Identification features of the investment objective

2.1. Information regarding the legal, economical and technical status of the land and/or existing construction, land registry documentation

2.2. Specificities of the proposed site for the construction of the investment objective, if applicable:

- a) brief description of the proposed site (location, area, dimensions);
- b) connections to the neighbouring areas, existing and potential access roads;
- c) existing pollution sources in the area;
- d) geographical characteristics;
- e) the level of the technical infrastructure in the area and how utilities can be ensured;
- f) the presence on location of potential infrastructure networks which would require relocation/protection, as much as they can be identified
- g) possible easement obligations;
- h) constructive conditioning imposed by the technical status and the constructive system of existing construction on location upon which intervention works will be performed, if applicable;

- i) urban planning regulations in force in the area according to the approved urban planning documentations – general urban plan/zonal urban plan and the corresponding local urban regulations;
- j) the presence of historical/architectural monuments on location or in its neighbourhood; specific restrictions imposed by the presence of protected or under protection areas.

2.3. Brief technical and functional description of the proposed investment objective:

- a) destination and functions;
- b) anticipated characteristics, parameters and specific technical data;
- c) the level of equipment, finishing, technical requirements for the construction according to the functional specifications set out by technical, patrimony assests and environmental specifications in force;
- d) estimated number of users;
- e) minmum operation interval, according to its proposed destination/functions;
- f) specific functional requirements;
- g) correlation of the technical solutions to the urban planning, environmental protection and patrimony assests requirements;
- h) setting out clear criteria for solving the beneficiary’s necessities.

2.4. The applicable legal framework and the conditionings resulting from its implementation.

Approved
For the Beneficiary,

.....

I have read and understood
Investor,

.....

(name, position and authorized signature)

Drafted

Beneficiary/Design engineer(ing company)/Consultant

.....