#

**Application Form**

**Indicative Template**

This template is designed to assist applicants in preparing the application form. It serves only as an example. The actual application form is provided in the online proposal submission system on the NESOI platform and might differ from this example. **Proposals must be prepared and submitted through the online NESOI platform tool**, available via the [**NESOI web page**](https://www.nesoi.eu/).

# Proposal at a Glance

## Title and acronym of the proposal

|  |  |
| --- | --- |
| Title | Maximum 120 characters |
| **Acronim** | Maximum 20 characters |

## Please provide a brief overall description of your proposal covering the main objectives and expected impacts, the actions foreseen, the roles and responsibilities of the involved actors, investment size.

*[Maximum 2,500 characters]*

# Project Description and Main Features

## Please provide the following details regarding the project promoters:

|  |  |
| --- | --- |
|  | Promoter 1 (Coordinator) |
| Official Name | Text |
| Short Name (Abreviation) | Text |
| VAT number (Unique ID) | Text/number |
| Type | Multiple choice (public entity, private entity, energy community, other) |
| Country | Multiple choice |

*In case the proposal is promoted by a consortium (multi-applicant), please fill the same table per each applicant (entity)*

|  |  |
| --- | --- |
|  | Promoter 2 (Partner) |
| Official Name | *Text* |
| Short Name (Abreviation) | *Text* |
|  VAT number (Unique ID) | *Text/number* |
| Type | *Multiple choice* *(public entity, private entity, energy community, other)* |
| Country | *Multiple choice* |

…

|  |  |
| --- | --- |
|  | Promoter n (Partner) |
| Official Name | *Text* |
| Short Name (Abreviation) | *Text* |
|  VAT number (Unique ID) | *Text/number* |
| Type | *Multiple choice* *(public entity, private entity, energy community, other)* |
| Country | *Multiple choice* |

## Please provide the following details about the project location

|  |  |
| --- | --- |
|  | Location |
| Name of the island | *Text* |
| Country | *Multiple choice*  |
| Latitude | *Number with decimals* |
| Longitude | *Number with decimals* |
| Geographical Area | *Multiple choice* *(Baltic Sea; North-East Atlantic Ocean; Western Mediterranean; Eastern Mediterranean and Black Sea; Other areas)* |
| Population of the island (or sum of the population of the islands in case more islands are involved) | *Number* |
| Area of the island in km2 (or sum of the areas of the islands in case more islands are involved) | *Number* |
| Number of municipalities on the island and number of municipalities involved in the proposed project | *Number* |
| Is the island interconnected with the mainland electricity grid? | *Yes/No* |

## Please provide a description of the technical solution proposed

*[Maximum 2,000 characters]*

## Please highlight the innovative aspects of the project (if any)

*[Maximum 2,000 characters]*

### Indicate Technology Readiness Level (TRL) of your technological solution

|  |
| --- |
| Technology Readiness Level (TRL) |
| **6** | Technology demonstrated in relevant environment (industrially relevant environment in the case of key enabling technologies) |
| **7** | System prototype demonstration in operational environment |
| **8** | System complete and qualified |
| **9** | Actual system proven in operational environment (competitivemanufacturing in the case of key enabling technologies; or in space) |

## Which of the following technical areas does the project belong to?

Please select the option(s) from the following menu:

|  |
| --- |
| Technical Areas |
| Production of energy from renewable sources; |
| Energy efficiency interventions on public assets (buildings, public lighting systems, etc.); |
| Energy efficiency interventions on private assets (buildings, industries, etc.); |
| Realization/Improvement of energy storage systems; |
| Improvement of the existing electricity grid; |
| Realization/improvement of District Heating and Cooling networks; |
| Energy-related food, waste and water management actions; |
| Implementation of sustainable mobility solutions; |
| Improvement of energy monitoring and management at island or island cluster level; |
| Energy auditing and analysis, energy planning at island or island cluster level. |
| Other |
| *Please specify (Others):* |

## Which of the following options best describes the current maturity of the project?

|  |  |
| --- | --- |
| Project development stage | Definition  |
| **Entry level** | No previous significant exhaustive planning carried out by beneficiary neither on the overall energy transition strategy of the island nor on single or aggregated projects. Examples of support requested might include transition plans, mobility plans, load balancing plans, pre-feasibility studies, etc.. |
| **Conceptual design level** | Beneficiary has identified single or aggregated projects of interest for the island, but no previous significant activities have been carried out in terms of project information gathering, project concept definition, verification of sustainability profiles and identification of optimal implementation options. Examples of support requested might include energy audits, grid audits, feasibility studies (e.g.: technical, financial, governance and procedural options), etc.. |
| **Deployment level** | Beneficiary has identified single or aggregated actionable projects, verified their feasibility, and intends to implement it/them. Examples of support requested might include detailed engineering specification or design, tendering procedures, fund raising/matching, etc. |

## Which is the total investment (in Euro, VAT excluded) foreseen for the implementation of the project?

*Please provide and explain the overall investment of the global project (beyond NESOI). Please detail by single initiative if more actions are included in the proposed overall project.*

|  |  |  |
| --- | --- | --- |
|  | Investment (EUR) | Justification  |
| Project 1 |  | [500 characters] |
| Project 2 |  | [500 characters] |
| Project n. |  | [500 characters] |

## Description of the financial structure

*Please provide the description of the financial structure to cover the investment of the overall project (i.e., amount and type of the funds available (i.e., grant, loan), amount and type of the resources to be pursued)*

*[Maximum 1,000 characters]*

## Expected economic savings and pay-back time of the investment

Please provide and explain the expected economic savings and pay-back time of the overall investment.

|  |  |  |
| --- | --- | --- |
| Economic Savings (EUR) | Number | Number [1000 characters] |
| **Pay-back time (years)** | Number |

# Project Impacts

## Please specify the boundaries of the project,

*i.e. if it has impacts on the whole island (or archipelago, or on the mainland if the electricity grid is interconnected), on a municipality, on a village, on a building or asset, etc.*

*[Maximum 1,000 characters]*

## Please provide a brief presentation of the impacts that the project aims to achieve and how those are estimated or calculated.

*[Maximum 500 characters]*

## Project Impacts

Please fill out the following project impacts providing a description and details of the calculation, as described. Primary energy savings (1) and GHG emissions avoided (2) are mandatory fields. However, if they are not applicable, please explain why and then fill out other project impact(s).

At least two project impacts must be completed, but all applicants are invited to fill out as maximum as possible.

|  |  |  |
| --- | --- | --- |
|  | Project Impacts(mandatory) | Description and details of the calculation |
| 1 | Primary energy savings [MWh/year] | *[max 500 characters]**(quantitative, determined according to calculation methods acceptable for compliance with art. 7 of the Energy Efficiency Directive[[1]](#footnote-1) or other equivalent suitable EU or international standard)*  |
| 2 | GHG emissions avoided [tonCO2\_eq/year] | *[max 500 characters]**(quantitative, determined according to GHG Protocol[[2]](#footnote-2) calculation methods or other equivalent suitable EU or international standard).*  |

**Please quantity whenever is possible.**

|  |  |  |
| --- | --- | --- |
|  | Project Impacts | Description and details of the calculation |
| 3 | Improvement of other local environmental conditions | *[max 500 characters]**(Qualitative or, if quantitative, determined according to methodologies accepted for Environmental Impact Assessments or other equivalent suitable EU or international standard);* |
| 4 | Energy poverty mitigation | *[max 500 characters]**(Quantitative, determined according to a suitable indicator among those proposed at EU level[[3]](#footnote-3))*  |
| 5 | Social acceptance | *[max 500 characters]**(Quantitative if possible, describing number of authorities/stakeholders engaged, meetings with citizens, use of local manpower, etc.);* |
| 6 | Impact on local economy | *[max 500 characters]**in terms of creation of workplaces, improvement of living conditions, increase of competitiveness of companies, etc.;* |
| 7 | Renewable share [%] | *[max 500 characters]* |
| 8 | Benefits on the local grid (if applicable); | *[max 500 characters]* |
| 9 | Replicability and scalability on other islands or archipelagos | *[max 500 characters]* |
| 10 | replicability and scalability on mainland  | *[max 500 characters]* *(In case the project can be considered an opportunity to make island a living lab for clean energy solutions for EU as a whole);* |
| 11 | Potential of dissemination and communication in order to promote the implemented solution with other islands; | *[max 500 characters]* |
| 12 | other indirect impacts not included in the above list. | *[max 500 characters]* |

# Beneficiary and Island Ecosystem

## Please describe the planned governance of the project, in terms of partners involved, roles and responsibilities

*[Maximum 1,000 characters]*

## Please provide details about the operational capacity and experience of the project proponent(s)

*[Maximum 1,000 characters]*

## Please present the role of the project in the local context of the island

*[Maximum 1,000 characters]*

## Please list the key stakeholders identified and present the actions done for their engagement

*[Maximum 1,000 characters]*

## Please present a risk matrix for the proposed project according to the following template, covering technical and non-technical risks, as deemed appropriate

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Description of risk | Probability | Impact | Proposed risk-mitigation measures |
| 1 | e.g. permitting, social acceptance, design, construction, commissioning, management, financial, etc. | High,Medium or Low | High,Medium or Low |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| ... |  |  |  |  |
| n |  |  |  |  |

# Project Execution and NESOI Support

## Please describe the activities already carried out and planned, specifying which ones are already carried out and which are planned

### Please describe the activities already carried out

*[Maximum 1,500 characters]*

### Please describe the activities already planned towards project completion

*[Maximum 1,500 characters]*

## Please provide the following details regarding the support requested to NESOI

### Which of these Technical Assistance Menus best fits the requested support?

|  |
| --- |
| Technical Assistance Menus |
| Planning Documents |
| Feasibility Study |
| Due Diligence |
| Support to LAs in tender procedures in PPP |
| Support to LAs for the evaluation of PPP proposal by private promoters |
| Support to LAs for works/services tendering procedures |
| Support in the application to technical assistance programs/ funds |
| Economic & financial modelling and fund matching |
| Customized Menu |

*Please refer to the Guidelines for applicants for further information.*

### Please suggest any adjustment needed to increase the coherence of predetermined Technical Assistance Menus with the specific context (e.g. add/remove some activities or deliverable)

*[Maximum 1,500 characters]*

### Please provide a justification of the suggested adjustment(s)

*[Maximum 500 characters]*

### Please indicate the Grant amount requested (whether equal or different to the indicative price)

|  |  |
| --- | --- |
|  | Financial Support [EUR] |
| Grant Amount (≤ 60,000€) |  |

### Please provide a justification for the Grant amount requested.

### In case of consortia, please specify also the grant amount requested by each partner involved.

*[Maximum 500 characters]*

Please see questions 4.9, 4.10 and 4.13 in the guidelines for applicants. **ELIGIBLE COST are** **direct costs of subcontracting**, provided that they satisfy the conditions of eligibility set out in 4.9, 4.10 and 4.13. “Direct costs" of the action are those specific costs which are directly linked to the implementation of the action and can therefore be attributed directly to it. Therefore, **other cost categories are NOT ELIGIBLE** such as costs of personnel, cost of purchase of equipment and other assets, costs of rental or lease of equipment or other assets, costs of travel and related subsistence allowances, costs of consumables and supplies, deductible VAT, etc.

### Project specifications

Based on the Technical Assistance Menu(s) selected, please complete the following table by adding the information regarding the requested technical assistance tasks (one task per row):

1. Task title (i.e., tasks to be subcontracted to external experts or to be performed by NESOI experts)
2. Start month (M1 – M12): Please select start month (Mx)
3. End month (M1 – M12): Please select end month (My)
4. Deliverable(s)
5. Select between external advisors or NESOI experts (i.e., if you want this task tasks to be subcontracted to external experts or to be performed by NESOI experts)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Task number** | **Task title** | **Start Month** **[Mx]** | **End Month****[My]** | **Deliverable**  | **Lead** |
| 1 | *[<100 characters]* | *1-12* | *1-12* | *[<100 characters]* | *[NESOI or EXTERNAL]* |
| 2 |  |  |  |  |  |
| .. |  |  |  |  |  |
| n |  |  |  |  |  |

The application form will already provide a set of default tasks and deliverables per each Technical Assistance Menu selected to assist you (the applicant). However, please feel free to modify the text accordingly to your needs and complete the other missing fields, as well as to add or remove any task you deemed necessary.

Please remember that (see guidelines for applicants)

1. the beneficiaries shall complete the Technical Assistance activities (action activities) related to the energy-transition project over a period of 6-12 months.
2. Maximum grant amount (lump-sum) per proposal (per application) is 60,000 EUR
3. The maximum support is 60,000 EUR (persons month equivalent of technical assistance provided directly by the NESOI experts team) per proposal and per beneficiary.

### Please explain how the support requested to NESOI is coherent with the current project readiness

*[Maximum 1,000 characters]*

### Please specify

1. Main milestone(s): please specify if dependent from project start date or external factors, please specify if project starting date presents constraints

*[Maximum 1,000 characters]*

1. Main expertise needed from external supporters (either NESOI experts or external advisors)

*[Maximum 1,000 characters]*

1. Main deliverable(s) of the project

*[Maximum 1,000 characters]*

# Declarations

|  |  |
| --- | --- |
|  | YES/NO |
| The coordinator declares to have the explicit consent of all applicants on their participation and on the content of this proposal. |  |
| The information contained in this proposal is correct and complete. |  |
| The coordinator confirms: |
| * they are fully eligible in accordance with the criteria set out in the specific call for proposals and guidelines for applicants;
 |  |
| * And they have the financial and operational capacity to carry out the proposed action
 |  |

# Attachments

The NESOI platform contains all functionalities to attach relevant documents. Moreover, we invite applicants to submit any relevant document (i.e. maps, photos, diagrams, graphs) to help understand better the project and information provided. For this last, please enclose all in one document with clear references to which the section or question belongs.

Important: The maximum size of each document attached is 2Mb

* Mandatory:
	+ Attachment A: Letter of support from a relevant public authority (only mandatory for private entities)
* Optional (if deemed useful to support the project proposal)
	+ Attachment B: Letter of support from relevant stakeholders
	+ Attachment C: Transition agendas, SEAP, SECAP or other planning documents
	+ Attachment D: Proofs of secured financing and/or existing agreements
	+ Attachment E: Already existing feasibility studies and/or monitoring data
	+ Attachment F Already obtained licenses (i.e., for construction, deployment, etc.) or other technical documents
	+ Attachment G: Maps with simple sketches of the project location
	+ Attachment H: Other (e.g, detailed time plan, photos, diagrams, graphs, etc.)
1. <https://publications.jrc.ec.europa.eu/repository/bitstream/JRC99698/report%20on%20eed%20art%207%20-%20publishable.pdf> [↑](#footnote-ref-1)
2. <https://ghgprotocol.org/sites/default/files/standards/ghg-protocol-revised.pdf> [↑](#footnote-ref-2)
3. <https://ec.europa.eu/energy/sites/ener/files/documents/Selecting%20Indicators%20to%20Measure%20Energy%20Poverty.pdf> [↑](#footnote-ref-3)