**De minimis award letter**

**In accordance with Commission Regulation (EU) No 1407/2013**

for the organization

Organisation,

participating as a final beneficiary in the project project number, acronym co-financed by North West Europe Programme – hereinafter referred to as de minimis recipient.

The *de minimis* recipient is granted *de minimis* aid within the meaning of Commission Regulation (EU) No 1407/2013 of 18 December 2013 on the application of Article 107 and 108 of the TFEU to *de minimis* aid[[1]](#footnote-1). In accordance with Article 3(2) of that regulation the maximum total amount of *de minimis* aid grantedper Member State to a single undertaking – as defined by Article 2(2) of that regulation – shall not exceed EUR 200,000 during the current fiscal year and the previous two fiscal years. The total amount of *de minimis* aid granted per Member State to a single undertaking performing road freight transport for hire or reward shall not exceed EUR 100,000 during the current fiscal year and the previous two fiscal years.

On DD.MM.YYYY (= date of signature of original de minimis declaration) the *de minimis* recipient provided a *de minimis* declaration about any other *de minimis* aid received during the current fiscal year and the previous two fiscal years. Further in this declaration the de minimis recipient confirmed compliance with the requirements of Commission Regulation (EU) No 1407/2013.

As a result, **the *de minimis* recipient is granted *de minimis* aid** within the meaning of Commission Regulation (EU) No 1407/2013 **amounting to EUR xxx (gross grant equivalent: EUR xxx)**. The aid is granted to the *de minimis* recipient **through the contract concluded on DD.MM.YYYY** (= date of signature of contract) between the Project Parner and Organisation.

This *de minimis* award letter

- shall be kept available for 10 fiscal years from the date on which the aid was granted (i.e. signature of the subsidy contract)

- shall be provided on request of the EU Commission, the Member States participating in the North West Europe Programme, the responsible auditing bodies of the EU and, within their responsibility, the auditing bodies of the participating EU Member States or other national public auditing bodies or an external auditor designated by the programme bodies, as well as the Audit Authority of the programme, the Group of Auditors of the programme and the managing authority or joint secretariat within a period of 10 working days or such longer period as may be fixed in the request.

- shall be considered for future applications for any *de minimis* aid of the *de minimis* recipient acting as a single undertaking – as defined by Article 2(2) of Commission Regulation (EU) No 1407/2013.

**For the Project Partner**

Name and surname of the signatory …………………………………………………

Function of the signatory …………………………………………………

Name of the organisation …………………………………………………

Signature (and stamp, if available) …………………………………………………

Place and date: …………………………………………………

1. OJ L352/1 of 24 December 2013 [↑](#footnote-ref-1)