**DECLARATION ON ELIGIBLE EXPENDITURE**

**No. <specify order number> of <specify date>,**

**together with provided interim/final report**

|  |  |
| --- | --- |
| ***Name of beneficiary:*** |  |
| *Number of Contract/Order:* |  |
| *Name of the project:* |  |
| *Reference number:* |  |
| *Component:* |  |

**Declaration**

I, the undersigned, <*specify name[[1]](#footnote-1) and position*>, head of <*organisation/institution[[2]](#footnote-2)*> , hereby declare that the expenditure included in this Declaration on Eligible Expenditure meet the eligibility criteria according to the REGULATION ON THE IMPLEMENTATION OF THE NORWEGIAN FINANCIAL MECHANISM 2014-2021. The expenditures were made by <*the organisation/institution*> based on the concluded Contract/Order No.…………………………. entered into between ….………………………………..………………….. and the International Projects Directorate at the Ministry of Interior, concerning the grant under Home Affairs Programme, NFM 2014-2021:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| upon | *<specify exact date>* | amounting to: | *<specify exact figure up to two decimals>* | BGN |  |  |

*< Specify separate headings dedicated to expenditures made according to the rules of the REGULATION ON THE IMPLEMENTATION OF THE NORWEGIAN FINANCIAL. MECHANISM 2014-2021 under which the body in its quality of a Beneficiary declares expenditures in its Financial Report>*

The attached Declaration on eligible expenditure incurred over the period:

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| from |  |  |  |  |  |  | 2 | 0 |  |  | to |  |  |  |  |  |  | 2 | 0 |  |  |

is an integral part of the Final Report.

**I hereby declare that:**

І. The functions of Beneficiary are performed through observing the principles of good financial management.

ІІ. The Project is being carried out/has been carried out successfully and in accordance with the Home Affairs Programme, NFM 2014-2021, and the REGULATION ON THE IMPLEMENTATION OF THE NORWEGIAN FINANCIAL MECHANISM 2014-2021 and in particular:

1. the expenditure declared for reimbursement only include the actual eligible expenditure made in accordance with the requirements of the REGULATION ON THE IMPLEMENTATION OF THE NORWEGIAN FINANCIAL MECHANISM 2014-2021
2. the expenditure declared for reimbursement have been made for the purposes of the implementation of a Project approved for funding according to the criteria applicable for Home Affairs Programme, NFM 2014-2021, and according to the applicable European and national rules thereto;
3. the expenditure declared for reimbursement have been made over the eligibility period;
4. the expenditure made are lawful and correspond to the rules for the implementation of the Home Affairs Programme, NFM 2014-2021;
5. The Declaration on eligible expenditure is precise, it is a result of reliable accounting system and was prepared based on verifiable expenditure documents;
6. The Declaration on eligible expenditure reflects, where applicable, all refunded amounts funded by the Home Affairs Programme, NFM 2014-2021, as well as all interest received;
7. detailed information on the finished project under the Programme is available digitally and as a hard copy and, if requested, will be at the disposal of competent national and international audit and control bodies;
8. based on invoices and other documents having equal justifying value, 100% eligibility verification has been made of all expenditure declared for reimbursement;
9. the principle of equality in accordance with national, NFM 2014-2021 and Community legislation has been observed (where applicable);
10. the principle of environment protection in accordance with national and Community legislation has been observed (where applicable);
11. measures have been implemented for the purposes of information and publicity, which are in accordance with national, NFM 2014-2021 and Community legislation in the field;
12. the expenditure declared for reimbursement are based on the achievements under the Contract;
13. the expenditure declared for reimbursement contain no amounts falling within the scope of the category of irregularities;
14. appropriate measures have been taken to implement the findings / recommendations of national and relevant audit and control bodies, and those of the Programme Operator concerning the implementation of the Contract in case any findings have been made (if applicable);
15. all data in relation to the Contract have been reflected in a separate accounting system;
16. there are no cases of double financing of projects from different sources of financing;
17. the total cumulative amount of expenditure declared for reimbursement, including the expenditure included in the Final Report does not exceed the total amount of the project grant under the Home Affairs Programme, NFM 2014-2021;
18. the expenditure declared for reimbursement along with the final payment represent the total amount of verified eligible expenditure deducted with the advance payments made under the project;
19. the Project has been implemented using the human resources needed;
20. the Request for Payment includes eligible expenditure and actual expenditure and is based on invoices and/or documents of equivalent justifying value, which are kept in my office;
21. the progress of the project, including financial and physical, has been checked by me, including by making а site check of the actual implementation at the project site.

Based on the progress achieved in the implementation of this Project, I hereby confirm that there is no risk to reduce the grant provided <*if any such risk does exist please describe risk minimisation measures*>.

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| Date: |  |  |  |  |  |  | 2 | 0 | 2 |  |

***................................................***

*Name in capital letters, title*

*signature of the Head of the organisation/institution*

1. Name of person representing the institution/organisation [↑](#footnote-ref-1)
2. Beneficiary’s full name shall be typed in [↑](#footnote-ref-2)