**Socio-ekonomska održivost i podrška lokalnom stanovništvu u Bosni i Hercegovini
*(u daljem tekstu SELLS 2 ili projekat)***

*Projekat se realizuje u saradnji* ***Caritasa Švicarske******i******Općine Maglaj***

Socio-Economic and Livelihoods Local Support in

Bosnia and Herzegovina

*(hereafter referred to as SELLS 2 or the project)*

*A project in close cooperation with* ***Caritas Switzerland*** *and the* ***Municipality Maglaj***

**Obezbjeđivanje grantova podrške za ekonomske aktivnosti**

**APLiKACIONA FORMA ZA biznise ili udruženja**

Provision of grants to support economic activities

Application form for Businesses or associations

***Biznisi ili udruženja mogu aplicirati za iznose od 3.000 i 12.000 KM (80% ukupne investicije) za ekonomsku podršku i prihodovne aktivnosti.***

Applying businesses or associations can apply for a grant between 3,000 and 12,000 BAM (80% of the overall investment), to support economic and income generating activities.

***Grantovi mogu podržati samo jednu prihodovnu aktivnost za jedan biznis ili udruženje. Biznisi ili udruženja koja apliciraju za više grantova će biti isključeni iz daljeg procesa.***

The grant applied for can support only ***one*** livelihood activity for ***one*** business or association.

Businesses or associations applying for more than one grant will be excluded.

***Biznis/udruženje mogu aplicirati samo sa jednom aplikacijom/prijedlogom, tako da dva člana istog biznisa/udruženja ne mogu aplicirati sa dvije ili više ideja.***

A business/association can apply with only one application/proposal, so two members from the same business/association are not allowed to apply with two or more different ideas.

***Da bi bili razmatrani za podršku, biznisi ili udruženja moraju obezbijediti finansijsko učešće minimalno 20%*** ili **600 do 3.000 KM. *Učešće u robi ili usluzi neće biti prihvaćeni.***

To be considered for support, applying businesses or associations must provide a financial contribution of at least 20% or 600 to 3,000 BAM. In-kind contributions cannot be accepted.

***SELLS 2 će podržati biznis prijedloge sa minimum ukupnog investiranja od 3.000 KM. U zavisnosti od prirode ili veličine biznis aktivnosti, biznisi ili udruženja mogu aplicirati za minimum 2.400 KM pod uslovom da mogu obezbijediti dodatni iznos od 600 KM.***

***Zavisno o usklađenosti sa kriterijumima evaluacije i ispunjavanjem uslova ukupno investiranje za poslovnu aktivnost može biti i veće od 15.000 KM. Međutim, maksimalna podrška za koju se mogu prijaviti registrovani biznisi ili udruženja je 12.000 KM, pod uslovom da su u mogućnosti obezbijediti dodatni iznos od 3.000 KM.***

SELLS will support business proposals with a minimum overall investment of 3,000 BAM. Depending on the nature and scale of the business activity, businesses or associations may apply for grants of a minimum of 2,400 BAM, on condition that they are able to provide the additional amount of 600 BAM.

Depending on compliance with the evaluation and eligibility criteria and on the proposed business activity, the overall investment for an economic activity may also exceed 15,000 BAM. However, the maximum grant registered businesses or associations can apply for is 12,000 BAM, on condition that they are able to provide an additional amount of 3,000 BAM.

***Da li ste spremni i u mogućnosti da finansijski učestvujete u realizaciji Vaše ideje?***

Are you willing and capable to financially contribute to the realization of your idea?

|  |  |
| --- | --- |
|  󠄀 Da/ Yes  |  Ne/ No  |

**Iznos granta za koji aplicirate za vašu poslovnu ideju (najviši mogući iznos je 12.000 KM)?**

Value of the grant that you applie for your business idea (max. is 12.000 BAM)?

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**Please state your type of enterprise**

|  |  |
| --- | --- |
|  󠄀Biznis / Business |   Udruženje / Association |

**Lični podaci predstavnika biznisa ili udruženja**/ information of representative of business / organisation

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| --- | --- | --- |
| 1 | **Ime i prezime osobe koja predstavlja biznis ili udruženje u ovoj aplikaciji.**Name and Surname of the person representing the applying the business or association for this application.  |  |
| 2 | **Ime oca**Father's name |  |
| 3 | **Datum rođenja**Date of birth |  |
| 4 | **Povratnik**Returnee | 1.  Da

 Yes | 1.  Ne

 No |
| 5 | **Spol**Sex | 1.  Muški

 Male  | 1.  Ženski

 Female |
| 6 | **Adresa stanovanja**Address |   |
| 7 | **Kontakt telefon**Phone |  |
| 8 | **E-mail**E-Mail |  |
| 9 | **Mjesna zajednica**Community |  |
| 10 | **Posjedujete li već registrovani biznis ili udruženje?**Do you already have a reg. business or organisation? |

|  |  |
| --- | --- |
| 1.  Da

 Yes | 1.  Ne

 No |

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| 11 | **Ukoliko da, molimo vas specifirajte tip preduzeća ili udruženja**If yes, please specify type of business or association |  |
| 12 | **Naziv biznisa ili udruženja**Name of the business or association |  |
| 13 | **Vlasnik biznisa ili udruženja**Holder of the business or association |  |
| 14 | **Da li imate registrovanu poljoprivrednu djelatnost**Do you have a registered agricultural production? |

|  |  |
| --- | --- |
| 1.  Da

 Yes | 1.  Ne

 No |

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| 15 | **Godina osnivanja biznisa ili udruženja**Year of establishing the business or association.  |  |
| 16 | **Broj stalno zaposlenih ili članova udruženja**Number of regularly employed persons or amount of members  |

|  |  |
| --- | --- |
| 1. \_\_\_ Stalno / Permanent
 | 1. \_\_\_ Povremeno / Temporary
 |
| 1. \_\_\_ muško

Male  | 1. \_\_\_ žensko

Female |

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| 17 | **Ukupni prihodi**Total income |  |

**Projektna ideja:**

Preferisani za podršku će biti ideje za poslovnu aktivnost koji imaju korist za lokalnu zajednicu (obezbjeđuju nedostajuća dobra ili servise), obezbjeđuju koliko je moguće više stalnih zaposlenja i koji će trajati i nakon projekta. Projekat ima za cilj da podrži socio i ekonomski ugrožene osobe i **da kreira održivo okruženje koje obezbjeđuje zaradu osnovnih ili dodatnih prihoda.**

***Projekat neće podržati ideje koje (lista nije konačna):***

* nisu u saglasnosti sa zakonom (npr. neregistrovana **OBRADA**, **PAKOVANJE ili PROIZVODNJA DUHANA**);
* podržavaju rad na sivom/crnom tržištu;
* nije jasno kako i gdje će se vršiti sirovinska nabavka (neregistrovane **ĆUMURANE);**
* su vezane za nabavke ili čuvanje stoke ili živine (izuzeće može biti napravljeno samo ako postoji osnovno stado, farma je registrovana ili će biti registrovana i nabavke dodatne stoke će dovesti do zapošljavanja dodatnih osoba);
* imaju za cilj nabavke i rad sa plastenicima, a prethodno su već podržani kroz projekat Caritasa Švicarske ili drugih organizacija aktivnih u ovom sektoru;
* su vezane za ugostiteljski sektor (npr. opremanje apartmana ili kuća za turiste);
* traže proširenje biznisa bez dodatnog zapošljavanja;
* obezbjeđuju pokrivanje troškova rada već postojećih biznisa ili udruženja;
* ne pokazuju finansijske rezultate u periodu od najviše 12 mjeseci od početka poslovnih aktivnosti

***Primjeri poslovnih aktivnosti koje će se podržati ovim projektom (lista nije konačna*):**

* kreiranje dodatnog zapošljavanja ili stvaranja prihoda za ugrožene grupe kao rezultat obezbijeđene podrške;
* koji nude veće finansijsko učešće od 20%;
* biznis ideje koje imaju jak potencijal da mobiliziraju više osoba za rad i/ili učešće u poslovnim aktivnostima vezanim za **izradu suvenira, domaćih proizvoda i sl.;**
* proizvodnju i prodaju suvenira ili drugih proizvoda na sajmovima ili drugim mjestima;
* poljoprivredne aktivnosti koje imaju za cilj povećanje proizvodnje i dodatno zapošljavanje;
* turističke projekte registrovane ili koji će se registrovati i obezbijediti samozapošljavanje ili dodatno zapošljavanje;
* nabavka **alata i mašina za neki preduzetnički obrt** registrovan ili neregistrovan ali sa namjerom da se registruje u budućnosti;
* nabavku opreme za turistički biznis (rafting, alpinizam, kampovi) koji će obezbijediti dodatno zapošljavanje tokom turističke sezone.

**Project Idea:**

Preferred for support will be ideas business activities that benefit the local community (such as providing lacking goods or services) provide as many as possible sustainable jobs and that will potentially endure beyond the project. The project aims to support socio-economically vulnerable persons and contribute to **creating sustainable livelihoods allowing earning a basic or additional income!**

***The project will not support ideas, which (none exhaustive):***

* are not in accordance with the law (e.g. unregistered **PACKING OR PRODUCTION OF TOBACO**);
* support activities in the grey/black market;
* are unclear where and how raw materials are acquired (e.g. unregistered **CHARCOAL** processing);
* are related to purchasing or keeping of livestock or poultry (exceptions can be made only if herd already exists, the farm is registered or will be registered and the additional livestock will lead to the employment of additional persons);
* aim procuring and operating of greenhouses, if already supported by other CaCH or other organisations’ activities in this sector;
* are related to the hospitality sector (e.g. furnishing of apartments or houses for tourists).
* ask for expanding of businesses without additional employment;
* are mainly used to maintain the existence of the association or business or to cover overhead cost;
* Do not show financial results in period of max 12 moths since the beginning of the business activities.

**Examples of activities eligible for support by this project (none exhaustive):**

* Creation of **additional employment or income opportunities for vulnerable groups of the population as a result of the provided assistance**
* Offering a higher financial contribution than 20% ;
* Business ideas that have the strong potential to mobilize more persons for work and/or participation in economic activities, related to **producing souvenirs, domestic food products and similar;**
* **Production and resale of** souvenirs or other items at fairs or in other places;
* Agricultural activities, **aiming to** expand production and additionally employ of persons;
* **Touristic ventures** that are registered or intend to register and which will provide self-employment or additional employment;
* Purchase of tools and machines for any **entrepreneurial craft** that is officially registered or intends to register in the future as a craft (obrt) with the municipality;
* purchase of **equipment for registered touristic businesses** (rafting, mountaineering, camps), which will employ additional staff during touristic season.

***18) U kojem sektoru aplicirate u projektu SELLS***

In which sector you want to apply within the SELLS project

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| 󠄀 **Poljoprireda (specifirajte)** /Agriculture (please specify)

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| 󠄀 **Povrće**  Vegetables 󠄀 **Jagodičasto voće /** Berries  | 󠄀 **Pčelarstvo** / Bees 󠄀 **Drvo /** Wood 󠄀 **Ostalo (specifirajte)** / Other (please specify):  |

  | 󠄀 **Zanatstvo** / Handicraft 󠄀 **Trgovina** / Trade 󠄀 **Usluge** / Services  󠄀 **Turizam** / Tourism 󠄀 **IT**󠄀 **Ostalo (specifirajte) /**Other (please specify):    |

***Opišite Vašu ideju za koju aplicirate na projekat SELLS vodeći računa da nas uvjerite da je vaša ideja dobra i da će vašem biznisu ili udruženju donijeti ili povećati prihodovanje***

Explain your idea for the project SELLS, and try to convince us that your idea is valuable for support and will secure income generating in or business / association

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| **Molimo vas da imenujete vašu ideju/poslovnu aktivnost i kratko objasnite šta proizvodite**Please, name your idea/economic activity (title of the activity) or explain shortly what you will produce |
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| ***Gdje ćete obavljati djelatnost? Je li to mjesto udaljeno od vašeg mjesta stanovanja? Molimo vas, objasnite***Where will you work? Is it very distant from your place of living? Please elaborate.  |
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| ***Koju opremu već imate i koja dodatna oprema će vam dodatno trebati?***What equipment do you have already and what equipment do you need in addition? |
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| ***Kako će vam nabavka opreme, mehanizacije ili alata pomoći da započnete ili unaprijedite svoje prihodovanje?***How will the purchase of equipment, mechanization or tools help you to start or increase your income or revenues? |
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**Informacije o udruženju / biznisu**

Info about the association / business

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| ***Koja je osnovna aktivnost vašeg biznisa ili udruženja?***What is the core activity of your business or association? |
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| ***Da li ste registrovani ili imate namjeru da se registrujete?***Are you registered or do you have the intention to register? |
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| **Kakvo poznavanje i prethodno iskustvo imate u djelatnosti kojom ćete se baviti?**What knowledge or previous experience do you have in your envisaged field of activity? |
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| ***Koliko zaposlenih imate?***How many employees you have? |
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**Marketing**

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| ***Gdje prodajete svoje proizvode i koja je vasa ciljna grupa kupaca?***Where do you sell your products and who is your target customer group? |
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| ***Da li učestvujete na sajmovima organizovanim u vašoj regiji?***Are you participating at the food or agriculture fairs in your region? |
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| ***Imate li razrađenu marketing strategiju?***Do you have marketing strategy? |
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| ***Šta vas čini prepoznatljivim na tržištu?***What makes you recognized on the market? |
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**Rezultati planiranih poslovnih aktivnosti**

Results of the envisaged business activity

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| **Koliko dodatnih zaposlenja mislite da možete kreirati? Kolika će biti primanja uposlenika**How many additional employments do you think that you can create? What will these employees earn? |
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| ***Možete li procijeniti povećanje prihodovanja u novcu ako SELLS podrži vašu ideju?***Can you estimate your increase of income in money if SELLS supports your idea? |
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| **Da li će vaša aktivnost imati pozitivan efekat na lokalu zajednicu (proizvodnja potrebnih dobara, stvaranje novih zaposlenja)?**Will your activity have a positive effect for the local community (produce needed goods, create employment)? |
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| **Kako planirate osigurati održivost aktivnosti nakon završetka projekta?**How do you plan to ensure the sustainability of your activity after the project ends? |
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| ***Dodatna pojašnjenja za vašu planiranu poslovnu aktivnost:***Additional explanation for your planed economic activity: |
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**IZJAVA O TAČNOSTI DOSTAVLJENIH PODATAKA**

DECLARATION ABOUT THE ACCURACY OF ALL INFORMATION SUBMITTED

***Sa mojim potpisom garantujem da su uneseni podaci tačni i da sam spreman da na zahtjev dostavim dokumente koji potvrđuju dole navedene podatke***

With my signature I guarantee that all the above entered information is true and I am ready upon request to submit documents which confirm the information. I understand that the submission of incorrect information or the withholding of relevant information may lead to my exclusion from project participation.

**IZJAVA O PRIKUPLJANJU I PROCESUIRANJU PERSONALNIH PODATAKA**

DECLARATION OF CONSENT FOR THE COLLECTION AND PROCESSING OF PERSONAL DATA

***Sa potpisivanjem ove izjave, dajem saglasnost na prikupljanje i daljnje procesuiranje mojih personalnih podataka dostavljenih Caritasu Švicarske i Općini Maglaj u projektu Socio-ekonomska održivost i podrška lokalnom stanovništvu u Bosni i Hercegovini 2025 – 2028, (SELLS II), u skladu sa Članom 5 Zakona o zaštiti ličnih podataka Bosne i Hercegovine (vidljivo u - Reg.Nr. 49/06, 76/11 i 89/11) i u skladu sa EU regulativom 2016/679 Evropskog Parlamenta i Vijeća od 27. aprila 2016. o zaštiti pojedinaca i procesuiranju ličnih podataka kao i pozivom na Direktivu 95/46/EC (Generalna zaštita podataka Regulativa).***

***Caritas Švicarske i Općina Maglaj će čuvati i u punom povjerenju procesuirati personalne informacije u skladu sa Članom 4 i 11 Zakona o zaštiti ličnih podataka Bosne i Hercegovine kao i omogućiti pristup samo njihovim uposlenicima koji će koristiti podatke u njihovim aktivnostima odnosno isključivo pojedincima na zahtjev u skladu sa važećim zakonom.***

***Moj pristanak može biti povučen napismeno u bilo koje vrijeme.***

By signing this statement, I freely and explicitly accept the collection and further processing of my personal data submitted to Caritas Switzerland and the Municipality Maglaj within the project Socio-Economic and Livelihoods Local Support in Bosnia and Herzegovina

(SELLS II) in accordance with Article 5 of the Law on Protection of Personal Data of BiH (Consent of the data carrier - Reg.Nr. 49/06, 76/11 and 89/11) and with Regulation (EU) 2016/679 of the European Parliament and the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation).

Caritas Switzerland and the Municipality Maglaj will safeguard the confidentiality of my personal information in accordance with Articles 4 and 11 of the Law on Personal Data Protection of BiH, and allow access and disclosure of personal data only to those employees who need them for their business activities, and to third parties only in cases expressly required by law.

My consent may be withdrawn in writing at any time.

Ime aplikanta:

Name of the applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Datum i mjesto:

Date and place: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_