

<p><b>Embassy of Finland,</b></p> <p>firstname.lastname@formin.fi</p>	<p>Please read and complete this form with all due care. If any information or required attachment is missing, your application may be rejected.  <b>Instructions and the required attachment forms are available on Embassy's website.</b></p> <p>Fill in all applicable fields in English and return the original <b>signed</b> application, including attachments, to the Embassy.</p>
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<b>1. APPLICANT</b>	1.1 Is this your first Business Partnership Support application for this project? <input type="checkbox"/> Yes <input type="checkbox"/> No, please indicate previous application registration number/numbers:			
	1.2 Company / Organisation full legal name:			
	1.3 Address:		1.4 P.O. Box:	
	1.5 Postal Code:	1.6 City:	1.7 Country:	
	1.8 Telephone number:		1.9 Fax number:	
	1.10 Website address:		1.11 E-mail address:	
	1.12 Name of contact person:		1.13 Title:	
	1.14 Contact person's area of responsibility:			
	1.15 Contact telephone number:		1.16 E-mail address:	
	1.17 Name and phone number of contact person responsible for social and environmental issues (if different from contact person above):			
	<b>2. LEGAL STATUS</b>	2.1 Business registration number or equivalent:		2.2. Country registered in:
		2.3 Year of establishment:		
		2.4 Form of ownership or legal structure:		
<input type="checkbox"/> General partnership <input type="checkbox"/> Cooperative <input type="checkbox"/> Limited partnership <input type="checkbox"/> Association or foundation <input type="checkbox"/> Limited company <input type="checkbox"/> Other: <input type="checkbox"/> Public limited company				
2.5 Ownership structure:				
Owner(s)		% share	Owner(s)	% share
1.			6.	
2.			7.	
3.			8.	
4.			9.	
5.		10.		
If company owners include companies, please also provide their full ownership structures below (you can provide a separate annex if preferred):				
2.6 Company structure:				
If the company is part of a group, please provide group ownership structure below (you can provide a separate annex if preferred):				
Please also provide your company's possible ownership (% share) in other companies:				
<b>3. BUSINESS / ACTIVITY</b>	3.1 Main economic or other activity of applicant:			
	3.2 Main products:			
	3.3 Main markets:			
	3.4 Main international activities (type, country, years):			
	3.5 Year(s) in business: year(s)		3.6 Number of employees:	

3.7 Previous full-year turnover	3.8 Previous full-year end total assets		
3.9 Size of the company; number of employees			
3.10 Business sector / industry of applicant: <table border="0" style="width: 100%;"> <tr> <td style="vertical-align: top; width: 50%;"> <input type="checkbox"/> Agriculture and food processing  <input type="checkbox"/> Chemicals  <input type="checkbox"/> Construction  <input type="checkbox"/> Crafts  <input type="checkbox"/> Educational services  <input type="checkbox"/> Electrical engineering  <input type="checkbox"/> Electronics  <input type="checkbox"/> Energy  <input type="checkbox"/> Environment  <input type="checkbox"/> Fishery and fish products  <input type="checkbox"/> Health and pharmaceutical  <input type="checkbox"/> Information and communication technology         </td> <td style="vertical-align: top; width: 50%;"> <input type="checkbox"/> Manufacturing engineering and machinery  <input type="checkbox"/> Metal and industry engineering  <input type="checkbox"/> Mining  <input type="checkbox"/> Packaging and materials  <input type="checkbox"/> Research and innovation  <input type="checkbox"/> Rubber and plastics  <input type="checkbox"/> Services  <input type="checkbox"/> Textiles and clothing  <input type="checkbox"/> Tourism  <input type="checkbox"/> Transportation  <input type="checkbox"/> Forestry, wood and paper  <input type="checkbox"/> Other:         </td> </tr> </table>		<input type="checkbox"/> Agriculture and food processing <input type="checkbox"/> Chemicals <input type="checkbox"/> Construction <input type="checkbox"/> Crafts <input type="checkbox"/> Educational services <input type="checkbox"/> Electrical engineering <input type="checkbox"/> Electronics <input type="checkbox"/> Energy <input type="checkbox"/> Environment <input type="checkbox"/> Fishery and fish products <input type="checkbox"/> Health and pharmaceutical <input type="checkbox"/> Information and communication technology	<input type="checkbox"/> Manufacturing engineering and machinery <input type="checkbox"/> Metal and industry engineering <input type="checkbox"/> Mining <input type="checkbox"/> Packaging and materials <input type="checkbox"/> Research and innovation <input type="checkbox"/> Rubber and plastics <input type="checkbox"/> Services <input type="checkbox"/> Textiles and clothing <input type="checkbox"/> Tourism <input type="checkbox"/> Transportation <input type="checkbox"/> Forestry, wood and paper <input type="checkbox"/> Other:
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<b>4. PROJECT SUMMARY</b>	4.1 Project name:		
	4.2 Project location (country/ies, regions, towns):		
	4.3 Type of project: <ul style="list-style-type: none"> <li><input type="checkbox"/> Exporting from a developing country to Finland</li> <li><input type="checkbox"/> Establishing a joint venture in a developing country</li> <li><input type="checkbox"/> Establishing a subsidiary company in a developing country</li> <li><input type="checkbox"/> Production or other activity involving transfer of know-how or technology</li> <li><input type="checkbox"/> Pilot project related to Finnish environmental technology</li> <li><input type="checkbox"/> Corporate social responsibility project, specify</li> <li><input type="checkbox"/> Other long-term partnership, specify:</li> </ul>		
	4.4 Short project description (complete project description to be submitted as an attachment)		
	4.5 Describe the background of the project (rationale):		
	4.6 Describe the principal purpose and/or objectives of the project:		
	4.7 Estimated project size (estimated turnover, assets, number of employees etc.):		
	4.8 Estimated total required investment (euros) for the implementation of the entire project:		
	4.9 Preliminary financing plan for the entire project investment mentioned above:		
	4.10 Estimate the duration of the project:		
	4.11 Provide a timetable estimation for the project and its key phases:		
	4.12 What results do you expect to receive during the project? (max 100 characters per result): <ol style="list-style-type: none"> <li>1.</li> <li>2.</li> <li>3.</li> </ol>		
	4.13 Describe the main activities planned during the project to achieve the above mentioned results:		
	4.14 Describe any possible risks and threats that could jeopardize the success of the project:		
	4.15 Describe the main economic and social developmental effects of this project for the region where it will be located:		
	4.16 Describe any social and environmental impacts or other major considerations of the project: <ol style="list-style-type: none"> <li>a) social impacts:</li> <li>b) environmental impacts:</li> </ol>		
	4.17 List any relevant previous studies (business, market, legal etc.) or research related to this project:		
	4.18 Other relevant project information:		
	4.19 Previous experience of similar projects:		

4.20 Have you applied for the Fund for Local Cooperation (FLC) previously, or for any other support from other organizations, institutions or instances for this project? :

Yes  No

If yes please provide details (registration number etc.):

Please note that by signing this application you accept that FLC may share relevant information with other public organisations.

<b>5. PROJECT PARTNER</b>	5.1 Have you already identified a partner(s) for this project? :																									
	<input type="checkbox"/> Yes, please provide details below <span style="float: right;"><input type="checkbox"/> No, please identify what type of partner you will need by filling in sections 5.9 – 5.11.</span>																									
	5.2 Name of main partner, (if several partners please provide contact information on a separate attachment):																									
	5.3 Partner address:	5.4 City: <span style="float: right;">5.5 Country:</span>																								
	5.6 Telephone number:	5.7 Website address:																								
	5.8 Partner ownership and/or legal structure:																									
	5.9 Role of partner(s) in this project:																									
	5.10 Responsibilities of partner(s) in this project:																									
	5.11 Other information on partner:																									
	<b>6. PROJECT EXPENSES</b> <small>(during the project set-up phase and capacity building phase)</small>	6.1 Phase(s) of project for which you are requesting financial support:																								
<input type="checkbox"/> Partner identification <input type="checkbox"/> Pre-feasibility study <input type="checkbox"/> Feasibility study <input type="checkbox"/> Business plan <input type="checkbox"/> Social and environmental impact assessment (EIA) <input type="checkbox"/> Employee training <input type="checkbox"/> Expert services for capacity building of the target country company/partner <input type="checkbox"/> Planning and other technical assistance in piloting projects related to Finnish environmental technology <input type="checkbox"/> Implementation of a corporate social responsibility project																										
6.2 Explain why FLC funding is required for the project:																										
6.3 Estimate the total project set-up phase and/or capacity building phase expenses: <b>euros</b>																										
6.4 Are you expecting to cover/share the above estimated project expenses with any other actor/instance?: <input type="checkbox"/> Yes, provide details: <span style="float: right;"><input type="checkbox"/> No</span>																										
6.5 Specify the financing/funding plan for above mentioned total project expenses:																										
6.6 Please specify as accurately as possible the estimated expenses related to the project.																										
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<b>7. ATTACHMENTS</b>	The following attachments should be submitted together with this form (list attachments below): 1. <input type="checkbox"/> Duly signed undertaking stating that the applicant will ensure that the project will comply with
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	<p>local regulations; required international social and environmental standards; as well as anticorruption and money laundry rules.</p> <p>2. <input type="checkbox"/> Complete project description complementing section 4.4.</p> <p>3. <input type="checkbox"/> If available, a separate business plan to complement the information provided in section 4.</p> <p>4. <input type="checkbox"/> Budgeted total project expenses submitted on separately provided excel-sheet (in addition to summary in section 6).</p> <p>5. <input type="checkbox"/> Copy of business registration documents or other equivalent registration authority document of applicant.</p> <p>6. <input type="checkbox"/> Copy of audited financial statements and accounts for the previous two financial periods of the applicant if available.</p> <p>7.</p>
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<p>I, the undersigned, being the person responsible in the applicant organisation for the action, certify that the information given in this application is correct and accurate.</p> <p>The applicant and undersigned agrees that the following information contained in this form may be made public for reporting purposes: name of the applicant, business sector, amount of support granted, name and target country of the project, short project description, social and environmental category of the project and developmental effect classification of the project. Disclosure of information may also be required under applicable law or by relevant authorities.</p> <p>The applicant and undersigned agrees that FLC may share relevant information provided in this application with public organisations providing internationalization support and/or financing (if no, tick the box): <input type="checkbox"/> No</p>	
Title or position:	
Name:	Date and place:

<b>How did you hear about the FLC programme?</b>	
<input type="checkbox"/> Conference or other event during which Fund for Local Cooperation and/or Finnpartnership Programme gave a presentation <input type="checkbox"/> Regional development agency <input type="checkbox"/> Email advertisement / email newsletter <input type="checkbox"/> Colleague, friend, business contacts <input type="checkbox"/> Confederation of Industries <input type="checkbox"/> Ministry for Foreign Affairs, Ministry for Foreign Trade and Economy, Ministry of Employment or other ministry. <input type="checkbox"/> Finnish organisation based in the country	<input type="checkbox"/> Embassy of Finland <input type="checkbox"/> Business association or support organisation <input type="checkbox"/> Internet <input type="checkbox"/> Other, please specify: