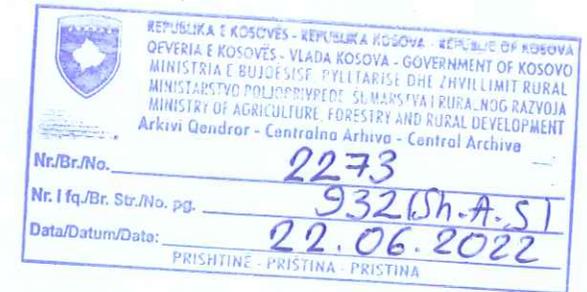




Republika e Kosovës
Republika Kosova - Republic of Kosovo
Qeveria - Vlada - Government

*Ministria e Bujqësisë, Pylltarisë dhe Zhvillimit Rural
Ministarstvo Poljoprivrede, Šumarstva i Ruralnog Razvoja
Ministry of Agriculture, Forestry and Rural Development*



UDHËZIM ADMINISTRATIV (MBPZHR) - NR. 04/2022
PËR MASAT DHE KRITERET E PËRKRAHJES PËR ZHVILLIM RURAL PËR VITIN 2022

ADMINISTRATIVE INSTRUCTION (MAFRD) - NO. 04/2022
ON MEASURES AND CRITERIA OF SUPPORT FOR RURAL DEVELOPMENT FOR 2022

ADMINISTRATIVNO UPUTSTVO (MPŠRR) - BR. 04/2022
O MERAMA I KRITERIJUMIMA PODRŠKE ZA RURALNI RAZVOJ ZA 2022 GODINU

<p>Ministri i Ministrisë së Bujqësisë, Pylltarisë dhe Zhvillimit Rural,</p> <p>Në mbështetje të nenit 8 paragrafi 2, nenit 10 paragrafi 4, nenit 17 paragrafi 3, nenit 23 të Ligjit Nr.04/L-090 për Ndryshimin dhe Plotësimin e Ligji Nr.03/L-098 për Bujqësinë dhe Zhvillimin Rural (Gazeta Zyrtare e Republikës së Kosovës, Nr.28/16, Tetor 2012), nenit 14 paragrafi 7 të Ligjit Nr.08/L-066 Mbi Ndarjet Buxhetore për Buxhetin e Republikës së Kosovës për vitin 2022 (Gazeta Zyrtare Nr.13/31 Dhjetor 2021), duke u bazuar në nenin 8 (paragrafi 1.4), Shtojcën 11 të Rregullores (QRK) Nr. 02/2021 për Fushat e Përgjegjësisë Administrative të Zyrës së Kryeministrit dhe Ministrive (30.03.2021) si dhe nenin 38 paragrafi 6 të Rregullores së Punës së Qeverisë, Nr. 09/2011 (Gazeta Zyrtare, Nr.15, 12.09.2011), nxjerr:</p>	<p>Minister of the Ministry of Agriculture, Forestry and Rural Development,</p> <p>Pursuant to Article 8 paragraph 2, article 10 paragraph 4, article 17 paragraph 3, Article 23 of the Law No. 04/L-090 on Amending and Supplementing of the Law No. 03/L-098 on Agriculture and Rural Development (Official Gazette of the Republic of Kosovo, No. 28/16, October 2012), article 14 paragraph 7 of the Law No. 08/L-066 on Budgetary Allocation for the Budget of the Republic of Kosovo for 2022 (Official Gazette No. 13/31 December 2021), taking into account article 8 (paragraph 1.4), Annex 11 of the Regulation (GRK) No. 02/2021 on the Areas of the Administrative Responsibility of the Prime Minister Office and the Ministries (30.03.2021) as well as article 38 paragraph 6 of the Regulation No. 09/2011 of the Rules and Procedure of the Government (Official Gazette, No.15, 12.09.2011), <i>Issues the following:</i></p>	<p>Ministar Ministarstva poljoprivrede, šumarstva i ruralnog razvoja,</p> <p>Na osnovu člana 8 stav 2, člana 10 stav 4, člana 17 stav 3, člana 23 Zakona br.04/L-090 o izmenama i dopunama zakona br.03/L-098 o poljoprivredi i ruralnom razvoju (Službeni list Republike Kosovo, br. 28/16, oktobar 2012. godine), član 14. stav 7. Zakona br.08/L-066 o budžetskim izdvajanjima za budžet Republike Kosovo za 2022. godinu (Službeni list br. 13/31. decembar 2021. godine), na osnovu člana 8 (stav 1.4), Aneksa 11 Uredbe (VRK) br. 02/2021 o oblastima administrativne odgovornosti Kabineta premijera i ministarstava (30.03.2021) kao i član 38 stav 6 Poslovnika Vlade, br. 09/2011 (Službeni list, br.15, 12.09.2011), izdaje:</p>
<p>UDHËZIM ADMINISTRATIV (MBPZHR) - NR. 04/2022 PËR MASAT DHE KRITERET E PËRKRAHJES PËR ZHVILLIM RURAL PËR VITIN 2022</p>	<p>ADMINISTRATIVE INSTRUCTION (MAFRD) - NO. 04/2022 ON MEASURES AND CRITERIA OF SUPPORT FOR RURAL DEVELOPMENT FOR 2022</p>	<p>ADMINISTRATIVNO UPUTSTVO (MPŠRR) - BR. 04/2022 O MERAMA I KRITERIJUMIMA PODRŠKE ZA RURALNI RAZVOJ ZA 2022 GODINU</p>

<p style="text-align: center;">KAPITULLI I</p> <p style="text-align: center;">DISPOZITAT E PËRGJITHSHME</p>	<p style="text-align: center;">CHAPTER I</p> <p style="text-align: center;">GENERAL PROVISIONS</p>	<p style="text-align: center;">POGLAVLJE I</p> <p style="text-align: center;">OPŠTE ODREDBE</p>
<p style="text-align: center;">Neni 1 Qëllimi</p> <p>Me këtë Udhëzim Administrativ përcaktohen parimet, kushtet, procedurat, kriteret e pranueshmerisë dhe kriteret e përzgjedhjes për zbatimin e masave të Programit të Zhvillimit Rural, të miratuara për vitin 2022.</p>	<p style="text-align: center;">Article 1 Purpose</p> <p>The present Administrative Instruction specifies the principals, conditions, procedures, eligibility criteria and selection criteria for the implementation of measures of the Program of Rural Development, approved for 2022.</p>	<p style="text-align: center;">Član 1 Svrha</p> <p>Ovim administrativnim uputstvom određuju principi, uslovi, procedure, kriterijumi podobnosti i kriterijumi odabira za sprovođenje mera Programa ruralnog razvoja, odobrenih za 2022. godinu.</p>
<p style="text-align: center;">Neni 2 Fushëveprimi</p> <p>1. Dispozitat e këtij udhëzimi administrativ janë të detyrueshme për Ministrinë e Bujqësisë, Pylltarisë dhe Zhvillimit Rural, aplikuesit dhe përfituesit nga Masat e Zhvillimit Rural.</p> <p>2. Ky Udhëzim Administrativ përcakton përkrahjen për masat dhe nën-masat e Programit për Zhvillim Rural (PZHR) 2022.</p>	<p style="text-align: center;">Article 2 Scope</p> <p>1. The provisions of this administrative instruction are obligatory for the Ministry of Agriculture, Forestry and Rural Development, applicants and beneficiaries from the Measures of Rural Development.</p> <p>2. This Administrative Instruction specifies the support for the measures and sub – measures of the Rural Development Program (RDP) 2022.</p>	<p style="text-align: center;">Član 2 Obim delatnosti</p> <p>1. Odredbe ovog administrativnog uputstva su obavezne za Ministarstvo poljoprivrede, šumarstva i ruralnog razvoja, aplikantapodnosiocē zahteva i korisnike mera ruralnog razvoja.</p> <p>2. Ovo Administrativno uputstvo utvrđuje podršku za mere i podmere Programa ruralnog razvoja (PRR) 2022.</p>
<p style="text-align: center;">Neni 3 Përkufizimet</p> <p>1. Shprehjet e përdorura në këtë Udhëzim Administrativ kanë këto kuptime:</p>	<p style="text-align: center;">Article 3 Definitions</p> <p>1. Expressions used in this Administrative Instruction have the following meaning:</p>	<p style="text-align: center;">Član 3 Definicije</p> <p>1. Izrazi koji se koriste u ovom Administrativnom uputstvu imaju sledeća značenja:</p>

<p>1.1. “MBPZHR” - nënkupton Ministrinë e Bujqësisë, Pylltarisë dhe Zhvillimit Rural;</p> <p>1.2. “Autoriteti Menaxhues” - nënkupton entitetin publik brenda MBPZHR-së, përgjegjës për hartimin dhe monitorimin e PZHR;</p> <p>1.3. “ARBK”- nënkupton Agjencinë per Regjistrimin e Bizneseve në Kosovë</p> <p>1.4. “AZHB” - nënkupton Agjencinë për Zhvillimin e Bujqësisë, në kuadër të MBPZHR, përgjegjës për zbatimin e PZHR;</p> <p>1.5. “PZHR 2022” – nënkupton Programin për Zhvillimin Rural për vitin 2022;</p> <p>1.6. “Masa 1” - nënkupton investimet në asetet fizike në ekonomitë bujqësore;</p> <p>1.7. “Masa 3” - nënkupton investimet në asetet fizike në përpunimin dhe tregtimin e produkteve bujqësore;</p> <p>1.8. “Masa 7” - nënkupton diversifikimin e fermave dhe zhvillimin e bizneseve;</p>	<p>1.1. “MAFRD” – means the Ministry of Agriculture, Forestry and Rural Development;</p> <p>1.2. “Managing Authority” – means the public entity within the MAFRD, responsible for the drafting and monitoring of RDP;</p> <p>1.3. “KBRA”- means Kosovo Business Registration Agency</p> <p>1.4. “ADA” – means the Agriculture Development Agency, under the MAFRD, responsible for the implementation of RDP;</p> <p>1.5. “RDP 2022” – means the Rural Development Program for 2022;</p> <p>1.6. “Measure 1” – means the investments in physical assets in house holding;</p> <p>1.7. “Measure 3” – means the investments in physical assets in processing and trading of agricultural products;</p> <p>1.8. “Measure 7” – means the diversification of farms and development of business;</p>	<p>1.1. “MPŠRR” – podrazumeva- označava Ministarstvo poljoprivrede, šumarstva i ruralnog razvoja;</p> <p>1.2. “Upravljački autoritet” - podrazumeva javni subjekt u okviru MPŠRR, odgovoran za izradu i praćenje PRR;</p> <p>1.3. “KBRA” - podrazumeva Agenciju za registraciju poslovanja na Kosovu</p> <p>1.4. “ADA” - podrazumeva Agenciju za razvoj poljoprivrede, u okviru MPŠRR, odgovornu za sprovođenje PRR;</p> <p>1.5. “PRP 2022” – podrazumeva Program za ruralni razvoj za 2022. godinu;</p> <p>1.6. “Mera 1” – podrazumeva ulaganja u fizička sredstva u poljoprivrednim ekonomijama-gazdinstvima;</p> <p>1.7. “Mera 3” – podrazumeva ulaganja u fizička sredstva u preradi i marketingu poljoprivrednih proizvoda;</p> <p>1.8. “Mera 7” – podrazumeva diversifikaciju farmi i razvoj biznisa;</p>
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<p>1.9. “Masa 5” - nënkupton përgatitjen dhe zbatimin e strategjive zhvillimore lokale - Qasja LEADER;</p> <p>1.10. “Thirrja për aplikim” - nënkupton njoftimin publik për pranimin e aplikimeve;</p> <p>1.11. “Aplikues” - nënkupton personin fizik apo juridik, i cili aplikon për të përfituar projekt në PZHR 2022;</p> <p>1.12. “Aplikacioni” - nënkupton formularin e plotësuar për aplikim me të gjitha dokumentet e kërkuara nga AZHB;</p> <p>1.13. “Projekt” - nënkupton dokumentin që parasheh investimin e planifikuar për përkrahje nga PZHR 2022, të dorëzuar nga aplikuesi;</p> <p>1.14. “Përzgjedhja” - nënkupton selektimin e projekteve, sipas pikëve të renditura;</p> <p>1.15. “Kriteret e përzgjedhjes” - nënkupton kriteret që Autoriteti Menaxhues duhet t'i përcaktoj, për të siguruar prioritetet e financimit të projekteve më të mira që adresojnë nevojat e identifikuara në analizën SWOT dhe objektivat e përcaktuara në PZHR 2022;</p>	<p>1.9. “Measure 5” – means the preparation and implementation of local development strategy – LEADER Approach;</p> <p>1.10. “Call for application” – means the public notice for the receiving of applications;</p> <p>1.11. “Applicant” – means the natural and legal person, who applies to benefit the project in RDP 2022;</p> <p>1.12. “Application” – means the form completed for the application with all required documents from the ADA;</p> <p>1.13. “Project” – means the document that foresees the investment planned for support from RDP 2022, submitted by the applicant;</p> <p>1.14. “Selection” – means the selection of projects, according to the points sorted out;</p> <p>1.15. “Selection criteria” – means criteria that the Managing Authority should specify in order to provide the priorities of financing of the best projects that address the identified needs in the SWOT analyses and objectives as specified in RDP 2022;</p>	<p>1.9. “Mera 5” – podrazumeva pripremu i sprovođenje lokalnih razvojnih strategija – LEADER pristup;</p> <p>1.10. “Poziv za prijavu” – podrazumeva javno obaveštenje o prijemu prijava;</p> <p>1.11. “Aplikant” – podrazumeva fizičko ili pravno lice koje aplicira za dobijanje projekta u PRR 2022;</p> <p>1.12. “Aplikant-Prijava” - podrazumeva popunjen obrazac prijave sa svim dokumentima koje zahteva ARP;</p> <p>1.13. “Projektat” – podrazumeva dokument kojim se predviđa planirana investicija za podršku iz PRR 2022, podnošen od podnosioca;</p> <p>1.14. “Odabir-Izbor” – podrazumeva izbor projekata, prema rangiranim bodovima;</p> <p>1.15. “Kriterijumi odabira” – podrazumeva kriterijume koje treba da postavi Upravljačko telo, da bi se obezbedili prioriteti finansiranja za najbolje projekte koji se bave potrebama identifikovanim u SWOT analizi i ciljevima postavljenim u PRR 2022;</p>
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<p>1.16. “Përfitues” - nënkupton personin fizik apo juridik, i cili është përzgjedhur përfitues pas vlerësimit të aplikimit, nënshkrimit të kontratës dhe financimit të projektit nga MBPZHR;</p> <p>1.17. “Shkalla e përkrahjes publike” - nënkupton kontributin nga buxheti publik për zbatimin e projektit;</p> <p>1.18. “Kontrata” - nënkupton kontratën që nënshkruhet në mes të përfituesit dhe AZHB-së për zbatimin e projektit të përfitur;</p> <p>1.19. “Mashttrim” - nënkupton çdo vepër e qëllimshme ose mospërfillje sipas përkufizimit të Ligjit Nr. 04/L-090 për Ndryshimin dhe Plotësimin e Ligjit Nr. 03/L-098 Për Bujqësi dhe Zhvillim Rural (Gazeta Zyrtare e Republikës së Kosovës, nr.28, 16 tetor 2012);</p> <p>1.20. “Shpenzimet e pranueshme” - nënkupton shpenzimet që përkrahen me mjete financiare;</p> <p>1.21 “Pemë drufrutore dhe manore” – nënkupton molla, dardha, kumbulla, vishnja, arra, lajthia, qershia, kajsia, pjeshka, ftoni, dredhëza, mjedra, manaferra dhe boronica;</p>	<p>1.16. “Beneficiary” – means a natural and legal person, who has been selected as a beneficiary after assessment of application, signing of contract and funding of the project from the MAFRD;</p> <p>1.17. “Level of public support” – means the contribution from the public budget for the implementation of the project;</p> <p>1.18. “Contract” – means contract signed between the beneficiary and ADA for the implementation of the benefited project;</p> <p>1.19. “Fraud” – means any intentionally action or negligence as defined by the Law No. 04/L-090 on Amending and Supplementing No. 03/L-098 on Agriculture and Rural Development (Official Gazette, no. 28, 16 October 2012);</p> <p>1.20. “Eligibility criteria” – means expenditures that are supported by financial means;</p> <p>1.21 “Tree and soft fruits” – means apple, pear, plum, sour cherry, nut, walnut, cherry, apricot, peach, quince, strawberry, raspberry, blueberry and blackberry;</p>	<p>1.16. “Korisnik” - podrazumeva fizičko ili pravno lice, koje je izabrano za korisnika nakon procene aplikacije, potpisivanja ugovora i finansiranja projekta od strane MPŠRR;</p> <p>1.17. “Nivo javne podrške” – podrazumeva doprinos iz javnog budžeta za sprovođenje projekta;</p> <p>1.18. “Ugovor” - podrazumeva ugovor potpisan između korisnika i ARP za sprovođenje stečenog projekta;</p> <p>1.19. “Prevara” – podrazumeva svako namerno delo ili nemar kako je definisano Zakonom br.04/L-090 o izmenama i dopunama zakona br.03/L-098 O poljoprivredi i ruralnom razvoju (Službeni list Republike Kosovo, br. 28, 16. oktobar 2012);</p> <p>1.20. “Prihvatljivi troškovi” – podrazumevaju troškove koji su podržani finansijskim sredstvima;</p> <p>1.21 “Drvno voće i malinaste-bobičasto voće” - podrazumeva jabuke, kruške, šljive, višnje, orasi, lešnike, trešnje, kajsije, breskve, dunje, jagode, maline, kupine i borovnice;</p>
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<p>1.22. “Periudha e zbatimit të projektit” - nënkupton periudhën për zbatimin e afatit të projektit të përcaktuar në udhëzim administrativ dhe kontratën e nënshkruar mes përfituesit dhe AZHB.</p> <p>1.23. “Kërkesa për pagesë” - nënkupton parashtrimin e kërkesës për pagesë për shpenzimet e pranueshme, të dëshmuara me fatura valide për shpenzimet e realizimit të projektit;</p> <p>1.24. “Ex-post kontrolli” - nënkupton periudhën kohore prej tre (3) vjetësh pas ekzekutimit të pagesës së fundit, gjatë të cilës përfituesi duhet ta ruajë qëllimin e investimit dhe të gjitha kushtet sipas të cilave është përzgjedhur si përfitues;</p> <p>1.25. “NIF” - nënkupton Numrin Identifikues të Fermës;</p> <p>1.26. “PJDP”- nënkupton produktet jodrusore të pyllit;</p> <p>1.27. “BMA”-nënkupton bimët mjeksore aromatike.</p> <p>1.28. “FERMA”- nënkupton njësin prodhuese në aspektin teknik dhe ekonomik e cila menagjohet nga</p>	<p>1.22. “Period of the implementation of the project” – means the period for the implementation of the term of the project as specified in the administrative instruction and the contract signed between the beneficiary and ADA.</p> <p>1.23. “Request for payment” – means the submission of request for payment for eligible expenditures with valid invoice for the expenditures of the realization of the project;</p> <p>1.24. “Ex-post control” – means the time period from three (3) years after the execution of the last payment, during which the beneficiary should maintain the purpose of the investment and all the conditions under which he was selected as the beneficiary;</p> <p>1.25. “FIN” – means the Farm Identification Number;</p> <p>1.26. “NWFP”-means non wood forests products;</p> <p>1.27. “AMP”- means aromatic medical plants.</p> <p>1.28. “FARM”- means a production unit in the technical and economical aspect which is managed by the farmer in which</p>	<p>1.22. “Period implementacije projekta” – podrazumeva period za implementaciju projekta predviđenog u administrativnom uputstvu i ugovoru potpisanom između korisnika i ARP-a.</p> <p>1.23. “Zahtev za plaćanje” – podrazumeva podnošenje zahteva za isplatu opravdanih troškova, dokazano važećim fakturama za troškove realizacije projekta;</p> <p>1.24 “Eks-post kontrola”- podrazumeva period od tri (3) godine nakon izvršenja poslednje uplate, tokom kojeg korisnik mora da zadrži svrhu investicije i sve uslove pod kojima je izabran kao korisnik;</p> <p>1.25. “NIF” - podrazumeva identifikacioni broj farme;</p> <p>1.26. “PJDP” - podrazumeva nedrvne šumske proizvode;</p> <p>1.27. “BMA”- podrazumeva aromatične lekovite biljke.</p> <p>1.28. “FARMA” - podrazumeva proizvodnu jedinicu u tehničkom i ekonomskom smislu kojom upravlja</p>

<p>fermeri ne te cilin zhvillohen aktivite bujqesore dhe aktivite te zhvillimit rural</p> <p>1.29. “ZGJERIMI”- nenkupton zgjerimin e objektit egzistues</p> <p style="text-align: center;">Neni 4 Masat e përkrahura</p> <p>1. Masat e përkrahura janë:</p> <p>1.1. Masa 1 - Investimet në asetet fizike në ekonominë bujqësore;</p> <p>1.2. Masa 3 - Investimet në asetet fizike në përpunimin dhe tregtimin e produkteve bujqësore;</p> <p>1.3. Masa 7 - Diversifikimi i fermave dhe zhvillimi i bizneseve;</p> <p>1.4. Masa 5 - Përgatitja dhe zbatimi i strategjive të zhvillimit lokal – Qasja LEADER.</p>	<p>agricultural activities and rural development activities.</p> <p>1.29. “EXPANSION” - means the expansion of the existing facility.</p> <p style="text-align: center;">Article 4 Supported measures</p> <p>1. Supported measures are:</p> <p>1.1. Measure 1 – Investments in physical assets in agricultural households;</p> <p>1.2. Measure 3 – Investments in physical assets in processing and trading of agricultural products;</p> <p>1.3. Measure 7 – Diversification and development of business;</p> <p>1.4. Measure 5 – Preparation and implementation of local development strategy – LEADER Approach.</p>	<p>poljoprivrednik u kojoj se odvijaju poljoprivredne aktivnosti i aktivnosti ruralnog razvoja.</p> <p>1.29. “PROŠIRENJE” – podrazumeva proširenje postojećeg objekta</p> <p style="text-align: center;">Član 4 Podržane mere</p> <p>1. Podržane mere su:</p> <p>1.1. Mera 1 - Ulaganja u fizička sredstva u poljoprivrednim gazdinstvima;</p> <p>1.2. Mera 3 - Ulaganja u fizička sredstva u preradi i plasmanu poljoprivrednih proizvoda;</p> <p>1.3. Mera 7 - Diverzifikacija gazdinstava i razvoj poslovanja;</p> <p>1.4. Mera 5 – Priprema i implementacija lokalnih razvojnih strategija – pristup LEADER.</p>
<p style="text-align: center;">Neni 5 Shtrirja gjeografike</p> <p>Programi i Zhvillimit Rural 2022 përfshinë tërë territorin e Republikës së Kosovës.</p>	<p style="text-align: center;">Article 5 Geographical extent</p> <p>Rural Development Program 2022 covers the whole territory of the Republic of Kosovo</p>	<p style="text-align: center;">Član 5 Geografski opseg</p> <p>Program ruralnog razvoja 2022 pokriva celu teritoriju Republike Kosovo.</p>

KAPITULLI II	CHAPTER II	POGLAVLJE II
<p style="text-align: center;">MASA 1 INVESTIMET NË ASETET FIZIKE NË EKONOMITË BUJQËSORE</p>	<p style="text-align: center;">MEASURE 1 INVESTMENT IN PHYSICAL ASSETS IN AGRICULTURAL HOUSEHOLD</p>	<p style="text-align: center;">MERA 1 ULAGANJE U FIZIČKOJ IMOVINI U POLJOPRIVREDNIM EKONOMIJAMA</p>
<p style="text-align: center;">Neni 6 Përfituesit</p>	<p style="text-align: center;">Article 6 Beneficiaries</p>	<p style="text-align: center;">Član 6 Korisnici</p>
<p>1. Përfituesit përfundimtar:</p> <p>1.1. Përfituesit përfundimtar nën këtë masë janë “fermerët” sipas përkufizimit nga neni 1 i Ligjit Nr. 04/L-090 për Ndryshimin dhe Plotësimin e Ligjit Nr. 03/L-098 Për Bujqësi dhe Zhvillim Rural (Gazeta Zyrtare e Republikës së Kosovës, nr.28, 16 tetor 2012);</p> <p>1.2. Të gjithë aplikuesit e kësaj mase duhet të jenë të regjistruar në Regjistrin e Fermës.</p> <p>1.3. Certifikata e Numrit Identifikues të Fermës (NIF) duhet të jetë në emër të aplikuesit.</p> <p>1.4. Nëse aplikuesi është ndërmarrje, edhe certifikata e NIF-it duhet të jetë në emër të ndërmarrjes.</p>	<p>1. Final beneficiaries:</p> <p>1.1. Final beneficiaries under this measure are “farmers” according to the definition from article 1 1 of the Law No. 04/L-090 on Amending and Supplementing of the Law No. 03/L-098 on Agriculture and Rural Development (Official Gazette of the Republic of Kosovo, no.28, 16 october 2012);</p> <p>1.2. All applicants of this measure should be registered in the Farm Register.</p> <p>1.3. Certificata of the Farm Identification Number (FIN) should be on behalf of the applicant.</p> <p>1.4. If the applicant is the company and the certificate of FIN should be on behalf of the company.</p>	<p>1. Krajni korisnici:</p> <p>1.1. Krajnji korisnici ove mere su “poljoprivrednici” kako je definisano članom 1. Zakona br.04/L-090 o izmenama i dopunama zakona br.03/L-098 O poljoprivredi i ruralnom razvoju (Službeni list Republike Kosovo, br. 28, 16. oktobar 2012);</p> <p>1.2. Svi podnosioci zahteva za ovu meru moraju biti upisani u registar poljoprivrednih gazdinstava-farmi.</p> <p>1.3. Sertifikat o identifikacionom broju farme (NIF) mora biti na ime podnosioca zahteva.</p> <p>1.4. Ako je podnosilac prijave preduzeće, sertifikat NIF-a mora biti i na naziv preduzeća.</p>

<p>1.5. Të gjithë përfituesit e projekteve të zhvillimit rural obligohen t'i mirëmbajnë investimet e tyre sipas projektit të zbatuar gjatë tri (3) viteve pas datës së ekzekutimit të pagesës, aq sa zgjatë periudha monitoruese;</p> <p>1.6. Nëse nuk i mirëmban investimet, përfituesi obligohet ta kthejë shumën e financuar të përkrahjes publike.</p> <p>1.7. Të gjithë përfituesit e projekteve të zhvillimit rural pas finalizimit të investimeve duhet të kenë projektin funksional sipas planit të biznesit, PZHR-së dhe kriterëve të këtij Udhëzimi Administrativ.</p> <p>1.8. Kërkesa për pagesë refuzohet për projekte, të cilat nuk kanë finalizuar ndonjë aktivitet për të cilin është poentuar gjatë procesit të vlerësimit.</p> <p>1.9. Përfituesit janë të obliguar të posedojn dhe të ruajn dosjen e dokumenteve për grantin e fituar aq sa zgjat periudha e kontrolles.</p> <p>1.10. Përfituesit obligohen të ia ofrojnë dosjen e dokumentëve të grantit personit zyrtar me rastin e kontrollit të rregullt apo ex-post kontrolles.</p>	<p>1.5. All beneficiaries of rural development projects are obliged to maintain their investments according to the project implemented during three (3) years after the date of the execution of the payment, as long as the monitoring period lasts;</p> <p>1.6. If it does not maintain the investments, the beneficiary is obliged to return the funded amount of public support.</p> <p>1.7. All beneficiaries of rural development projects after the finalization of investments must have a functional project according to the business plan, RDP and the criteria of this Administrative Instruction.</p> <p>1.8. The request for payment is rejected for projects, which have not finalized any activity for which it was scored during the evaluation process.</p> <p>1.9. Beneficiaries are obliged to keep the file of documents for the won grant for the duration of the control period.</p> <p>1.10. The beneficiary is obliged to provide the file with the documents, to the official person in case of regular control or ex-post control.</p>	<p>1.5. Svi korisnici projekata ruralnog razvoja dužni su da održavaju svoje investicije prema projektu koji se sprovodi tokom tri (3) godine od datuma izvršenja uplate, sve dok traje period praćenja;</p> <p>1.6. Ukoliko ne održi investiciju, korisnik je dužan da vrati uplaćeni iznos javne podrške.</p> <p>1.7. Svi korisnici projekata ruralnog razvoja nakon završetka investicija moraju imati funkcionalan projekat prema poslovnom planu, PRR-a i kriterijumima ovog Administrativnog uputstva.</p> <p>1.8. Zahtev za isplatu se odbija za projekte koji nisu završili nijednu aktivnost za koju je ocenjen tokom procesa evaluacije.</p> <p>1.9. Korisnici su obavezni da poseduju i održavaju dosije dokumenata za primljeni grant sve dok traje period praćenja.</p> <p>1.10. Korisnici su dužni da službenom licu dostave dosije grant dokumenata u slučaju redovne kontrole ili naknadne kontrole.</p>
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<p>2. Kriteret e përbashkëta të pranueshmërisë.</p> <p>2.1. Nëse aplikuesi është person fizik, ai duhet të jetë së paku 18 vjeç, por që nuk i ka mbushur 65 vjet. Në rastin e ndërmarrjeve ky kriter nuk aplikohet;</p> <p>2.2. Personi fizik duhet ta ketë të përfunduar së paku shkollimin e detyrueshëm elementar (8 ose 9 vjeçar) dhe dy (2) vjet përvojë pune në lëmin në të cilën aplikon. Aplikuesit që nuk kanë përvojë pune dy vjeçare, duhet të ndjekin kurse trajnimi me së paku 20 orë mësimi, në fushën për të cilën aplikojnë, e të cilat do t'i përfundojnë para kërkesës për pagesën e fundit;</p> <p>2.3. Në rastin e ndërmarrjeve, kërkesa e sipërpërmendur vlen për pronarin, për të punësuarin ose për personin e autorizuar të ndërmarrjes. I punësuar i ndërmarrjes ose personi i autorizuar duhet të ketë kontratë pune së paku edhe për tri vjet pas momentit të aplikimit.</p> <p>2.4. Aplikuesit duhet t'i kenë të rregulluara detyrimet tatimore dhe atë, personat fizik, tatimin në pronë, kurse ndërmarrjet, tatimin në të ardhura të korporatave;</p>	<p>2. Common eligibility criteria</p> <p>2.1. If the applicant is a natural person, he must be at least 18 years old, but who has not reached 65 years of age. In the case of enterprises this criterion does not apply;</p> <p>2.2. The natural person must have completed at least compulsory elementary education (8 or 9 years) and two (2) years of work experience in the field in which he applies. Applicants who do not have two years of work experience must attend training courses with at least 20 teaching hours in the field for which they are applying, which they will complete before requesting the final payment;</p> <p>2.3. In the case of enterprises, the above requirement applies to the owner, the employee or the authorized person of the enterprise. The employee of the enterprise or the authorized person must have an employment for at least three years after the moment of application.</p> <p>2.4. Applicants must have tax liabilities regulated, namely natural persons, property tax and enterprises, corporate income tax;</p>	<p>2. Zajednički kriterijumi prihvatljivosti-podobnosti.</p> <p>2.1. Ako je podnosilac prijave fizičko lice, mora da ima najmanje 18 godina, ali da nije navršilo 65 godina života. U slučaju preduzeća ovaj kriterijum se ne primenjuje;</p> <p>2.2. Fizičko lice mora da ima završeno najmanje obavezno osnovno obrazovanje (8 ili 9 godina) i dve (2) godine radnog iskustva u oblasti za koju se prijavljuje. Kandidati koji nemaju dve godine radnog iskustva moraju pohađati kurseve obuke sa najmanje 20 nastavnih časova iz oblasti za koju konkurišu, koje će završiti pre nego što traže konačnu isplatu;</p> <p>2.3. U slučaju preduzeća, gornji zahtev se odnosi na vlasnika, zaposlenog ili ovlašćeno lice preduzeća. Zaposleni u preduzeću ili ovlašćeno lice mora imati ugovor o radu najmanje tri godine od momenta prijave;</p> <p>2.4. Podnosioci zahteva moraju imati regulisane poreske obaveze, odnosno, fizička lica, porez na imovinu i preduzeća, porez na dobit preduzeća;</p>
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<p>2.5. Nëse toka ose ndonjë pronë tjetër në të cilën do të bëhet investimi është në bashkëpronësi, aplikuesi duhet të sjellë pëlqimin e bashkëpronarëve;</p> <p>2.6. Në rast se toka në certifikatën e pronësisë është mal ose tokë pyjore dhe në teren është tokë bujqësore, aplikuesi duhet paraprakisht ta ndërroj destinimin e tokës në kadastër dhe pastaj të aplikoj.</p> <p>2.7. Në rastet e tokave të marra me qira nga APK apo AKP pranohen edhe tokat pyjore me kusht që në aplikacion të bashkëngjitet një vërtetim nga APK apo AKP se toka në fjalë është tokë bujqësore;</p> <p>2.8. Te behet digjitalizimi i parces ku behet investimi;</p> <p>2.9. Përfituesit te cilet ne planin e biznesit janë zotuar te kenë te punësuar, duhet te regjistrohen ne ARBK se paku si Biznes Individual dhe te gjitha pagesat duhet te behen nga llogaria e biznesit.</p>	<p>2.5. If the land or any other property on which the investment will be made is in joint ownership, the applicant must bring the consent of the co – owners;</p> <p>2.6. If the land in the certificate of ownership is mountain or forest land and the land is agricultural land, the applicant must first change the destination of the land in the cadaster and then apply;</p> <p>2.7. In case of land leased by KFA or KPA, forest lands are also accepted, provided that a certificate from KFA or KPA is attached to the application that the land in question is agricultural land;</p> <p>2.8. To digitize the parcel where the investment is made;</p> <p>2.9. Beneficiaries who in the business plan are committed to have employees must be registered in KBRA at least as an Individual Business and all payments must be made from the business account.</p>	<p>2.5. Ako je zemljište ili bilo koja druga imovina na kojoj će se investirati u zajedničkom vlasništvu, podnosilac zahteva mora da donese saglasnost suvlasnika;</p> <p>2.6. Ako je zemljište u listu o vlasništvu planinsko ili šumsko zemljište i zemljište je poljoprivredno zemljište, podnosilac zahteva mora prvo da promeni određište zemljišta u katastru, a zatim aplicira;</p> <p>2.7. U slučaju zemljišta zakupljenog od strane KAŠ ili KAI, prihvataju se i šumska zemljišta, pod uslovom da se uz zahtev priloži sertifikat KAŠ ili KAI da je zemljište u pitanju poljoprivredno zemljište;</p> <p>2.8. Digitalizovati parcelu na kojoj se investira;</p> <p>2.9. Korisnici koji su u poslovnom planu obavezni da imaju zaposlene moraju biti registrovani u KBRA najmanje kao individualni biznis i sve isplate moraju biti izvršene sa poslovnog računa.</p>
<p>3. Qëndrueshmëria ekonomike</p> <p>1. Aplikuesi duhet të dëshmojë qëndrueshmërinë ekonomike të fermës përmes plani të biznesit që synon të arrij rezultatet deri në fund të periudhës së investimeve.</p>	<p>3. Economic sustainability</p> <p>1. The applicant must prove the economic viability of the farm through the business plan that aims to achieve results by the end of the investment period.</p>	<p>3. Ekonomska održivost:</p> <p>1. Aplikanti-podnosilac zahteva mora da dokaže ekonomsku isplativost gazdinstva kroz biznis plan koji ima za cilj postizanje rezultata do kraja investicionog perioda.</p>

<p>2. Mënyra se si dëshmohet qëndrueshmëria ekonomike duhet të shpjegohet në udhëzuesin për aplikues i cili përgatitet nga AZHB.</p> <p>3. Fondet e AZHB-së të dhëna për përfituesin duhet të merren parasysh kur llogaritet qëndrueshmëria ekonomike e përfituesit.</p> <p>4. Në rastet kur investimet janë më të vogla ose baras me njezetmije (20.000) euro, një formë e thjeshtuar e një plani të biznesit ose projekt-propozimi, mund të pranohet, duke ruajtur parashikimet e qëndrueshmërisë financiare / ekonomike.</p> <p>5. Aplikuesi duhet ta dorëzoj projekt propozim sipas modelit që do të publikohet në web-faqet e AZHB-së dhe MBPZHR-së.</p> <p>6. Për projektet investuese në të cilat investimet e pranueshme janë më të mëdha se njëzetmijë (20,000) €, aplikuesit duhet ta dorëzojnë një plan të biznesit sipas modelit që do të publikohet në web-faqet e AZHB-së dhe MBPZHR-së.</p> <p>7. Plani i biznesit është dokumenti kryesor për vlerësimin e qëndrueshmërisë ekonomike.</p> <p>8. Investimet e planifikuara duhet të jenë në përputhje me kapacitetin prodhues.</p>	<p>2. The manner how the economic viability should be explained in the guide for applicants prepared by ADA.</p> <p>3. ADA funds provided to the beneficiary should be taken into account when calculating the economic viability of the beneficiary.</p> <p>4. In cases where the investment is less than or equal to twenty thousand (20,000) euros, a simplified form of a business plan or project proposal may be accepted, while maintaining financial / economic viability forecasts.</p> <p>5. The applicant must submit a project proposal according to the model to be published on the websites of ADA and MAFRD.</p> <p>6. For investment projects in which the eligible investments are greater than twenty thousand (20,000) €, applicants must submit a business plan according to the model that will be published on the websites of ADA and MAFRD.</p> <p>7. The business plan is the main document for assessing economic viability.</p> <p>8. Planned investments must be in line with production capacity.</p>	<p>2. Način kako se dokazuje ekonomska održivost treba objasniti u vodiču za podnosiocima prijave koji priprema ARP.</p> <p>3. Sredstva ARP koja se pružaju korisniku treba uzeti u obzir prilikom izračunavanja ekonomske održivosti korisnika.</p> <p>4. U slučajevima kada je investicija manja ili jednaka dvadeset hiljada (20.000) evra, može se prihvatiti pojednostavljeni oblik poslovnog plana ili predloga projekta, uz zadržavanje predviđanja finansijske / ekonomske održivosti.</p> <p>5. Podnosilac prijave mora dostaviti predlog projekta po modelu koji će biti objavljen na sajtovima ARP-a i MPŠRR-a.</p> <p>6. Za investicione projekte u kojima su prihvatljive investicije veće od dvadeset hiljada (20,000) €, podnosioci zahteva moraju podneti biznis plan po modelu koji će biti objavljen na sajtovima ARP-a i MPŠRR-a.</p> <p>7. Poslovni plan je glavni dokument za procenu ekonomske isplativosti.</p> <p>8. Planirane investicije moraju biti u skladu sa proizvodnim kapacitetom.</p>
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<p>9. Gjatë vlerësimit të aplikacioneve, duke u bazuar në planin e biznesit, zyrtarët e AZHB-së janë të obliguar të refuzojnë pjesën e investimeve të cilat janë në kundërshtim me këtë parim.</p> <p>10. Qëndrueshmëria ekonomike dhe financiare vlerësohet në bazë të projekt-propozimit ose planit të biznesit.</p> <p>11. Plani i biznesit duhet të tregojë qëndrueshmërinë ekonomike të fermës/ndërmarrjes në fund të realizimit të investimit.</p> <p>4. Standardet kombëtare:</p> <p>1. Standardet kombëtare për shëndetin e kafshëve, mirëqenien e kafshëve dhe mbrojtjen e mjedisit janë paraqitur në udhëzuesin për aplikues.</p> <p>2. Ato duhet të përmbushen më së voni para kërkesës për pagesën e fundit dhe verifikohen me rastin e kontrollit të personit zyrtar në vendin e investimit.</p>	<p>9. When evaluating applications, based on the business plan, ADA officials are obliged to reject the part of investments which are contrary to this principle.</p> <p>10. Economic and financial viability is assessed on the basis of the project proposal or business plan.</p> <p>11. The business plan should show the economic viability of the farm / enterprise at the end of the investment.</p> <p>4. National standards:</p> <p>1. National standards for animal health, animal welfare and environmental protection are set out in the applicant guide.</p> <p>2. They must be fulfilled at the latest before the request for the last payment and are verified during the control of the official person at the place of investment;</p>	<p>9. Tokom ocenjivanja prijava, na osnovu biznis plana, službenici ARP-a su dužni da odbiju deo ulaganja koji je u suprotnosti sa ovim principom.</p> <p>10. Ekonomska i finansijska isplativost se procenjuje na osnovu predloga projekta ili poslovnog plana.</p> <p>11. Poslovni plan treba da pokaže ekonomsku održivost farme/preduzeća na kraju investicije.</p> <p>4. Nacionalni standardi:</p> <p>1. Nacionalni standardi za zdravlje životinja, dobrobit životinja i zaštitu životne sredine navedeni su u vodiču za podnosioca zahteva.</p> <p>2. Oni moraju biti ispunjeni najkasnije pre zahteva za poslednju isplatu i verifikovani su tokom kontrole službenog lica na mestu ulaganja;</p>
<p>3. Në rast të investimeve në pemishte dhe vreshta të reja, para nënshkrimit të kontratës për bashkëfinancim, përfituesi i grantit duhet të sjellë analizat kimike dhe fizike të tokës me rekomandim pozitiv për përshtatshmërinë për investimin e paraparë. Në rast se rekomandimi është negativ refuzohet dhënia e grantit.</p>	<p>3. In case of investments in new orchards and vineyards, before signing the co-financing contract, the grant beneficiary must bring chemical and physical analysis of the land with a positive recommendation for the suitability for the planned investment. If the recommendation is negative, the grant will be rejected.</p>	<p>3. U slučaju ulaganja u nove voćnjake i vinograde, pre potpisivanja ugovora o sufinansiranju, korisnik granta mora doneti hemijski i fizičku analizu zemljišta sa pozitivnom preporukom o podobnosti za planiranu investiciju. Ako je preporuka negativna, grant će biti odbijen.</p>

5. Kriteret tjera të pranueshmërisë:

1. Përfituesit e projekteve të investimeve të pranueshme në vlerë më të madhe se pesëdhjetëmijë (50,000) € dhe përfituesit të cilët në planin e biznesit kanë deklaruar puntor të ri dhe për të cilët janë poentuar, para nënshkrimit të kontratës me AZHB-në, duhet t'i regjistrojnë ndërmarrjet si person juridik apo biznes individual dhe investimet/shpenzimet e zbatimit të projektit duhet të faturohen në emër të biznesit.
2. Projektet e financuara nga Programi i Zhvillimit Rural 2022 nuk lejohet të jenë të financuara edhe nga Zyra e BE-së në Kosovë apo ndonjë donator tjetër publik vendor ose ndërkombëtar.
3. Në rast se vërtetohet se përfituesi ka përfitur përkrahje për projektin e njëjtë edhe nga ndonjë donator tjetër, atij nuk i jepet përkrahja ose nëse e ka marrë atë, ai do të detyrohet t'i kthejë mjetet e marra, si dhe ndaj tij do të zbatohen masat ndëshkimore në përputhje me ligjin.
4. Të gjithë përfituesit e masës 1, obligohen që gjatë periudhës monitoruese të mbajnë librin e fermës, në formë fizike apo elektronike, për sektorin përkatës.

5. Other eligibility criteria:

1. Beneficiaries of eligible investment projects in the amount of more than fifty thousand (50,000) € and beneficiaries who in the business plan have declared a new employee and for whom they have been scored, before signing the contract with ADA, must register enterprises as legal entities or individual businesses and investments / project implementation costs must be billed on behalf of the business;
2. Projects funded by the Rural Development Program 2022 may not be funded by the EU Office in Kosovo or any other local or international public donor;
3. If it is proven that the beneficiary has received support for the same project from another donor, he is not given support or if he has received it, he will be obliged to return the funds received, as well as to him punitive measures are applied in accordance with the law;
4. All beneficiaries of measure 1, are obliged to keep the farm book, in physical or electronic form, for the respective sector during the monitoring period;

5. Drugi kriterijumi prihvatljivosti:

1. Korisnici kvalifikovanih investicionih projekata u iznosu većem od pedeset hiljada (50.000) € i korisnici koji su u poslovnom planu prijavili novog zaposlenog i za koje su bodovani, pre potpisivanja ugovora sa ARP, moraju registrovati preduzeća kao pravna lica ili pojedinačna preduzeća i troškovi ulaganja/projekta moraju se fakturisati u ime preduzeća;
2. Projekti finansirani od strane Programa ruralnog razvoja 2022 ne mogu biti finansirani od strane Kancelarije EU-a na Kosovu ili bilo kog drugog lokalnog ili međunarodnog javnog donatora;
3. Ukoliko se dokaže da je korisnik dobio podršku za isti projekat od drugog donatora, nije mu data podrška ili ako ju je dobio, biće u obavezi da vrati primljena sredstva, kao i da se prema njemu primenjuju kaznene mere u skladu sa zakonom;
4. Svi korisnici mere 1, dužni su da vode poljoprivrednu knjigu, u fizičkom ili elektronskom obliku, za odgovarajući sektor tokom perioda praćenja;

<p>5. Në rast se përfituesi i grantit nuk e mban librin gjatë periudhës monitoruese ndëshkohet me mosdhënie të pagesave direkte për investimin përkatës për dy vjet në vijim.</p> <p>6. Aplikuesit nuk mund t'i jepet një projekt i ri nëse nuk e ka përfunduar investimin paraprak. Nëse përfituesi potencial ka qenë paraprakisht përfitues i ndonjë projekti nga MBPZHR në 3 vitet e fundit dhe ndodhet në periudhën monitoruese, para nënshkrimit të kontratës së re me AZHB-ne duhet të behet një kontroll në mënyrë që të behet verifikimi i projektit të mëparshme. Nëse projekti nuk është mirëmbajtur dhe /ose nuk është funksional nuk mund të lidhet kontrata e re.</p> <p>7. Të gjitha asetet që kanë të bëjnë me investimin dhe për të cilat ka rubrika përkatëse në aneksin e NIF-it duhet të jenë të regjistruara në Regjistrin e Fermës.</p>	<p>5. In case the grant beneficiary does not keep the book during the monitoring period is punished with non-payment of direct payments for the respective investment for the next two years;</p> <p>6. Applicants may not be granted a new project unless they have completed the prior investment. If the potential beneficiary has previously been a beneficiary of a project from MAFRD in the last 3 years and is in the monitoring period, before signing the new contract with ADA, a control should be made in order to verify the previous project. If the project is not maintained and / or is not functional, a new contract cannot be concluded;</p> <p>7. All investment-related assets for which there is a relevant section in the NIF annex must be recorded in the Farm Register;</p>	<p>5. U slučaju da korisnik granta ne vodi knjigu tokom perioda praćenja, kažnjava se neplaćanjem direktnih plaćanja za dotičnu investiciju za naredne dve godine;</p> <p>6. Aplikantu se ne može odobriti novi projekat osim ako nije završio prethodnu investiciju. Ukoliko je potencijalni korisnik prethodno bio korisnik projekta iz MPŠRR u poslednje 3 godine i nalazi se u periodu praćenja, pre potpisivanja novog ugovora sa ARP, treba izvršiti proveru da bi se verifikovao prethodni projekat. Ukoliko se projekat ne održava i/ili nije funkcionalan, ne može se zaključiti novi ugovor;</p> <p>7. Sva sredstva koja se odnose na investiciju i za koje postoje relevantni odeljci u aneksu NIF-a moraju biti registrovana u Registru poljoprivrednih gazdinstava;</p>
<p>8. Të gjitha kontratat e qiramarrjes duhet të jenë të noterizuara apo të vërtetuara nga gjykata, përveç kontratave të qiramarrjes me Agjencionin e Pyjeve të Kosovës (APK), Agjencioni i Kosovës për Privatizim (AKP) dhe me Komuna të cilat nuk ka nevojë të jenë të noterizuara.</p>	<p>8. All lease contracts must be notarized or certified by a court, except for lease contracts with the Kosovo Forest Agency (KFA), the Kosovo Privatization Agency (KPA) and Municipalities which need not be notarized;</p>	<p>8. Svi ugovori o zakupu moraju biti overeni kod notara ili overeni od suda, osim ugovora o zakupu sa Kosovskom agencijom za šume (KAŠ), Kosovskom agencijom za privatizaciju (KPA) i opštinama koji ne moraju biti overeni kod notara;</p>

<p>9. Në rast të tokave të marra me qira nga Agjencioni i Pyjeve të Kosovës dhe Agjencioni Kosovar i Privatizimit, kontratat mund të jenë edhe për kohë më të shkurtër se sa është e paraparë për aplikuesit e tjerë, me kusht që ata të dorëzojnë një vërtetim nga qiradhënësi se nuk do të ketë vështirësi me vazhdimin e kontratës.</p> <p>10. Tokat e privatizuara nga AKP-ja, të cilat në certifikatën e pronës paraqiten si “tokë e marrë me qira për 99 vjet” trajtohen si tokë në pronësi të privatizuesit.</p> <p>11. Tokat e blera nga privatizuesit trajtohen si tokë në pronësi të blerësit.</p> <p>12. Tokat me komasacion të papërfunduar pranohen me vendime të organit kompetent, pra edhe pa certifikatë të pronës.</p> <p>13. Toka nën hipotekë nuk është e pranueshme për investim, qoftë në pronësi apo e marrë me qira.</p> <p>14. Nëse nga një parcelë është dhënë me qira vetëm një pjesë e saj, aplikuesi para aplikimit duhet të bëjë digjitalizimin e pjesës së dhënë me qira dhe një kopje fizike të pjesës së digjitalizuar t’ia bashkojë dosjes së aplikimit.</p>	<p>9. In the case of land leased by the Kosovo Forest Agency and the Privatization Agency of Kosovo, contracts may be for a shorter period than is provided for other applicants, provided that they submit a certificate from the lessor that there will be no difficulty with the extension of the contract;</p> <p>10. Lands privatized by the KPA, which are presented in the property certificate as “land leased for 99 years” are treated as land owned by the privatizer;</p> <p>11. Land purchased by privatizers is treated as land owned by the buyer;</p> <p>12. Lands with unfinished land are accepted by decisions of the competent body, without a certificate of property;</p> <p>13. Mortgage land is not eligible for investment, whether owned or leased;</p> <p>14. If only a part of a parcel has been leased, the applicant before the application must digitize the leased part and attach a physical copy of the digitized part to the application file;</p>	<p>9. U slučaju zemljišta koje je zakupila Kosovska agencija za šume i Kosovska agencija za privatizaciju, ugovori mogu biti na kraći period nego što je predviđeno za druge podnosiocce zahteva, pod uslovom da podnesu potvrdu od zakupodavca da neće biti poteškoća sa produženje ugovora;</p> <p>10. Zemljišta privatizovana od strane KAI, koja su u imovinskom listu predstavljena kao “zemlja iznajmljena na 99 godina” tretiraju se kao zemljište u vlasništvu privatizatora;</p> <p>11. Zemljište kupljeno od strane privatizatora tretira se kao zemljište u vlasništvu kupca;</p> <p>12. Zemljišta sa nedovršenim zemljištem prihvataju se rešenjem nadležnog organa, odnosno i bez uverenja o vlasništvu;</p> <p>13. Hipotekarno zemljište nije kvalifikovano za ulaganje, bilo da je u vlasništvu ili pod zakupom;</p> <p>14. Ako je samo deo parcele dat u zakup, podnosilac zahteva pre podnošenja zahteva mora da digitalizuje zakupljeni deo i priloži fizičku kopiju digitalizovanog dela dosijeu prijave;</p>
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<p>15. Në rast se ngastrat janë ngjitur fizikisht me njëra-tjetrën pranohen si një ngastër, qoftë edhe në rastet kur njëra është me qira dhe tjetra në pronësi.</p> <p>16. Në rastin e projekteve që parashohin ndërtim apo zgjerim, aplikuesit me rastin e aplikimit duhet të dorëzojnë:</p> <p>16.1. Certifikatën e pronësisë (Fletën poseduese) të parcelës në të cilën do të bëhet investimi.</p> <p>16.2. Në rast se toka ose objekti është marrë me qira, kontratën e noterizuar të qirasë për së paku dhjetë (10) vjet duke llogaritur nga viti i aplikimit;</p> <p>16.3 Kopjen e planit të parcelës ku do të bëhet investimi;</p> <p>16.4 Kopjen e skicave të objektit;</p> <p>16.5. Parallogaria e shpenzimeve të materialit dhe të punëve të parapara; Dokument i përgatitur i veçantë (jo pjesë e planit të biznesit) nga aplikuesi vetë ose me ndihmën e ndërtuesit.</p> <p>16.6. Pëlqimin e Komunës që dëshmon se në rast të dhënies së grantit, aplikuesi mund të marrë - leje ndërtimi;</p>	<p>15. In case the parcels are physically adjacent to each other they are accepted as a parcel, even in cases where one is rented and the other is owned;</p> <p>16. In the case of projects envisaging construction or expansion, applicants must submit:</p> <p>16.1. Certificate of ownership (Possession paper) of the parcel in which the investment will be made.</p> <p>16.2. In case the land or facility is leased, the notarized lease contract for at least ten (10) years counting from the year of application;</p> <p>16.3. Copy of the plot plan where the investment will be made;</p> <p>16.4. Copy of sketches of the facility;</p> <p>16.5. Estimate of material costs and foreseen works; Special document prepared (not part of the business plan) by the applicant himself or with the assistance of the builder;</p> <p>16.6. Consent of the Municipality which proves that in case of giving the grant, the applicant can obtain - construction permit;</p>	<p>15. U slučaju da su parcele fizički susedne jedna drugoj one se prihvataju kao parcela, čak i u slučajevima kada je jedna iznajmljena, a druga u vlasništvu;</p> <p>16. U slučaju projekata koji predviđaju izgradnju ili proširenje, podnosioci zahteva moraju podneti:</p> <p>16.1. Potvrda o vlasništvu (posedovni list) parcele u koju će se investirati.</p> <p>16.2. U slučaju da se zemljište ili objekat daju u zakup, overen ugovor o zakupu na najmanje deset (10) godina, računajući od godine podnošenja zahteva;</p> <p>16.3 Kopija plana parcele na kojoj će se izvršiti investicija;</p> <p>1.16.4 Kopija skica objekta;</p> <p>16.5. Predračun troškova materijala i predviđenih radova; Poseban dokument koji je pripremio (nije deo biznis plana) sam podnosilac zahteva ili uz pomoć graditelja;</p> <p>16.6. Saglasnost opštine kojom se dokazuje da u slučaju davanja granta podnosilac može dobiti - građevinsku dozvolu;</p>
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<p>17. Në rast të ndërtimit, zgjerimit apo renovimit të objekteve, të ngritjes së pemishtes, vreshtit dhe / apo vendosjes së sistemit të ujitjes në toka të marra me qira, kontrata për qiramarrje duhet të jetë për së paku 10 vjet duke llogaritur nga viti i aplikimit.</p> <p>18. Kontrata duhet të përmbajë edhe pëlqimin e pronarit (qiradhënësit), për investimin që do të bëhet në tokën e tij.</p> <p>19. Kontrata për qiramarrje nuk kërkohet vetëm në rastet kur pronari i tokës dhe aplikuesi janë në marrëdhënie bashkëshortore apo në vijë të drejtë të gjakut pa kufij (p.sh.: stërgjyshërit, gjyshërit, prindërit, fëmijët, nipërit, mbesat në bazë të ligjit në fuqi.) dhe kjo dëshmohet përmes certifikatës së martesës apo certifikatës së lindjes dhe / apo certifikatës së vdekjes.</p> <p>20. Aplikuesi duhet të plotësojë Deklaratën nën betim, me të cilën dëshmon se ai është trashëgimtar potencial i tokës.</p> <p>21. Përfituesi, me rastin e parashtrimit të kërkesës për pagesë në AZHB, duhet të dorëzojë Lejen për ndërtim nga organi kompetent i Komunës në rast të ndërtimit apo zgjerimit.</p>	<p>17. In case of construction, expansion or renovation of facilities, erection of orchards, vineyards and / or installation of irrigation system on leased land, the lease contract must be for at least 10 years counting from the year of application;</p> <p>18. The contract must also contain the consent of the owner (landlord), for the investment that will be made in his land;</p> <p>19. The lease contract is not required only in cases where the landowner and the applicant are in a marital relationship or in a straight line of blood without borders (eg: grandparents, grandmothers, parents, children, nephews, niece based on the law into force.) and this is evidenced by a marriage certificate or birth certificate and / or death certificate;</p> <p>20. The applicant must fill in the Declaration under oath, proving that he is a potential heir to the land;</p> <p>21. The beneficiary, when submitting the request for payment to ADA, must submit the Construction Permit from the competent body of the Municipality in case of construction or expansion;</p>	<p>17. U slučaju izgradnje, proširenja ili renoviranja objekata, podizanja voćnjaka, vinograda i/ili postavljanja sistema za navodnjavanje na zakupljenom zemljištu, ugovor o zakupu mora biti na najmanje 10 godina računajući od godine podnošenja zahteva;</p> <p>18. Ugovor takođe mora da sadrži saglasnost vlasnika (zakupodavca), za investiciju koja će se izvršiti u njegovom zemljištu;</p> <p>19. Ugovor o zakupu nije potreban samo u slučajevima kada su zemljoposjednik i podnosilac zahteva u bračnoj vezi ili u krvnoj liniji bez granica (npr.: pra babe i dede, dede i bake, roditelji, deca, unuci, prema važećem zakonu.) i to se dokazuje izvodom iz matične knjige venčanih ili izvodom iz matične knjige rođenih i/ili izvodom iz matične knjige umrlih;</p> <p>20. Podnosilac zahteva mora da popuni izjavu pod zakletvom kojom dokazuje da je potencijalni naslednik zemlje;</p> <p>21. Korisnik, prilikom podnošenja zahteva za isplatu ARP, mora dostaviti građevinsku dozvolu od nadležnog organa opštine u slučaju izgradnje ili proširenja;</p>
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<p>22. Të gjithë përfituesit, të cilët në planin e tyre të biznesit kanë deklaruar se do të krijojnë vende të reja të punës dhe për këtë kanë fituar pikë gjatë vlerësimit, duhet t'i krijojnë ato dhe të dëshmojnë me pagesën e kontributit pensional dhe tatimit në paga duke filluar së paku nga muaji i fundit para kërkesës për pagesën e fundit. Përfituesit janë të obliguar t'i mbajnë këto vende pune të plotësuara me punëtorë me orar të plotë për tri (3) vjet, aq sa zgjatë periudha monitoruese;</p>	<p>22. All beneficiaries, who in their business plan have stated that they will create new jobs and therefore have earned points during the evaluation, must create them and prove by paying the pension contribution and tax in salary starting at least from the last month before the request for the last payment. Beneficiaries are required to hold these vacancies filled with full-time employees for three (3) years, as long as the monitoring period lasts.</p>	<p>22. Svi korisnici, koji su u svom poslovnom planu naveli da će otvarati nova radna mesta i samim tim stekli bodove tokom ocenjivanja, moraju ih otvoriti i dokazati uplatom penzijskog doprinosa i poreza na platu počev od poslednjeg meseca pre podnošenja zahteva. za poslednju uplatu. Korisnici su dužni da ova slobodna radna mesta budu popunjena zaposlenima sa punim radnim vremenom tri (3) godine, koliko traje period praćenja.</p>
<p>6. Investimet në prodhimin e energjisë së ripërtritëshme</p>	<p>6. Investments in the production of renewable energy</p>	<p>6. Ulaganja u proizvodnju obnovljive energije</p>
<p>1. Në kuadër të këtij investimi mbështetet prodhimi i energjisë elektrike nga burimet ripërtritëshme për "vetë-konsum". (d.m.th. energjia elektrike e prodhuar/depozituar në rrjet është mesatarisht e barabartë me energjinë elektrike të shpenzuar gjatë vitit).</p>	<p>1. This investment supports the production of electricity from renewable sources for "self-consumption". (i.e. electricity produced / stored in the grid is on average equal to electricity consumed during the year);</p>	<p>1. U okviru ove investicije podržava proizvodnju električne energije iz obnovljivih izvora za "sopstvenu potrošnju". (tj. električna energija proizvedena / uskladištena u mreži je u proseku jednaka električnoj energiji koja se troši tokom godine);</p>
<p>2. Kjo justifikohet me faktin se, meqenëse energjia elektrike nuk mund të ruhet, ajo nëse nuk harxhohet, mund të lëshohet në rrjet; rrjeti i energjisë elektrike mund të konceptohet si një vend depozitimi për energjinë elektrike ku futet dhe tërhiqet gjatë vitit në sasi të ngjashme dhe me një ritëm të ndryshëm.</p>	<p>2. This is justified by the fact that, since electricity cannot be stored, if it is not consumed, it can be released to the grid; the electricity grid can be conceived as a storage site for electricity where it is introduced and withdrawn during the year in similar quantities and at different rates;</p>	<p>2. Ovo je opravdano činjenicom da, pošto se električna energija ne može skladištiti, ako se ne potroši, može se pustiti u mrežu; električna mreža se može zamisliti kao skladište električne energije gde se ona uvodi i povlači tokom godine u sličnim količinama i različitim stopama;</p>
<p>3. Koncepti i "vetë-konsumit" duhet të kontrollohet në fazën në të cilën paraqitet /</p>	<p>3. The concept of "self-consumption" should be checked at the stage where a</p>	<p>3. Koncept "sopstvene potrošnje" treba proveriti u fazi u kojoj je projekat</p>

<p>vlerësohet një projekt. Investimi konsiderohet i pranueshëm kur kapaciteti (teorik) i energjisë i impiantit të energjisë së rinovueshme ("investimi") nuk tejkalon 120% të konsumit mesatar prej 3 vjetësh të ekonomisë familjare.</p>	<p>project is presented / evaluated. The investment is considered eligible when the (theoretical) energy capacity of the renewable energy plant ("investment") does not exceed 120% of the average 3-year consumption of the household.</p>	<p>predstavljjen/ocenjen. Investicija se smatra prihvatljivom kada (teoretski) energetski kapacitet postrojenja za obnovljivu energiju ("investicija") ne prelazi 120% prosečne trogodišnje potrošnje domaćinstva.</p>
<p>4. Në rastin e fermave të reja ose në rastet e fermave që kanë ndryshuar në mënyrë thelbësore madhësinë e veprimtarisë së tyre në tre vitet e fundit, konsumi i pritshëm duhet të vlerësohet nga AZHB-ja.</p>	<p>4. In the case of new farms or in the case of farms that have substantially changed the size of their business in the last three years, the expected consumption should be estimated by the ADA.</p>	<p>4. U slučaju novih farmi ili u slučaju farmi koje su značajno promenile veličinu svog poslovanja u poslednje tri godine, očekivanu potrošnju treba da proceni ARP.</p>
<p>7. Shpenzimet e përbashkëta të pranueshme</p>	<p>7. Common eligible costs</p>	<p>7. Zajednički prihvatljivi troškovi</p>
<p>1. Shpenzimet për përgatitjen e planit të biznesit apo projekt-propozimit nuk mund ta tejkalojnë vlerën prej 3% të shpenzimeve të pranueshme, por jo me shumë se njëmijëepeseqind (1500) euro.</p>	<p>1. Expenditures for the preparation of the business plan or project proposal may not exceed the value of 3% of eligible costs, but not more than one thousand five hundred (1500) euros;</p>	<p>1. Izdaci za izradu poslovnog plana ili predloga projekta ne mogu prelaziti vrednost od 3% prihvatljivih troškova, ali ne više od hiljadu i petsto (1500) evra;</p>
<p>2. Në rast të investimeve që parashohin ndërtim të stallave apo depove për ruajtjen e pemëve dhe perimeve, shpenzimet për arkitekt dhe inxhinier, leje dhe licenca të ndryshme janë të pranueshme deri në vlerën 7% të shpenzimeve të pranueshme, por jo më shumë se tremije (3000) €. </p>	<p>2. In case of investments that envisage construction of stables or warehouses for storage of fruits and vegetables, expenses for architect and engineer, various permits and licenses are eligible up to the value of 7% of eligible expenses, but not more than three thousand (3000) €;</p>	<p>2. U slučaju investicija koje predviđaju izgradnju štale ili skladišta za skladištenje voća i povrća, izdaci za arhitekte i inženjere, prihvatljive su različite dozvole i licence do vrednosti od 7% opravdanih troškova, ali ne više od tri hiljade (3000) €;</p>
<p>3. Te gjitha shpenzimet tjera te pranueshme janë të kufizuara në ato që janë përfshirë në Listën e Investimeve të Pranueshme për Masën 1.</p>	<p>3. All other eligible costs are limited to those included in the List of Eligible Investments for Measure 1.</p>	<p>3. Svi ostali prihvatljivi troškovi su ograničeni na one koji su uključeni u Listu prihvatljivih investicija za Meru 1.</p>

<p>8. Shkalla e përkrahjes publike</p> <ol style="list-style-type: none"> 1. Vlera minimale e shpenzimeve të pranueshme për projekt brenda kësaj mase është pesëmbëdhjetëmijë (15,000) €, përveç projekteve të sektorit të rrushit, ku vlera minimale e projektit është tremijë (3,000) €; 2. Vlera maksimale e shpenzimeve të pranueshme për projekt brenda kësaj mase është njëqindmijë (100.000) €; 3. Përkrahja publike është 70% e shpenzimeve të pranueshme të investimit; 4. Përkrahja maksimale publike për periudhën e zbatimit të draft Programit për Bujqësi dhe Zhvillim Rural 2021-2027 për Masën 1 është treqindmijë (300,000) € për përfitues; 5. Aplikuesi mund të aplikoj me disa projekte gjatë periudhës së zbatimit të Programit për Bujqësi dhe Zhvillim Rural 2021-2027, në vite të ndryshme, me kusht që projektet e mëhershme të jenë përfunduar me sukses dhe përkrahja publike të mos tejkaloj shumën e lartpërmendur. <p>9. Afati i zbatimit</p> <ol style="list-style-type: none"> 1. Afati i zbatimit të projekteve të kësaj mase është 90 ditë kalendarike, përveç për projekte që 	<p>8. Degree of public support</p> <ol style="list-style-type: none"> 1. The minimum value of eligible project costs within this measure is fifteen thousand (15,000) €, except for grape sector projects, where the minimum project value is three thousand (3,000) €; 2. The maximum value of eligible costs for the project within this measure is one hundred thousand (100,000) €; 3. Public support is 70% of eligible investment costs; 4. The maximum public support for the period of implementation of the Program for Agriculture and Rural Development 2021-2027 for Measure 1 is three hundred thousand (300,000) € per beneficiary; 5. The applicant may apply with several projects during the implementation period of the Program for Agriculture and Rural Development 2021-2027, in different years, provided that the previous projects have been successfully completed and the public support does not exceed the above amount. <p>9. Implementation deadline</p> <ol style="list-style-type: none"> 1. The deadline for implementation of projects. of this measure is 90 calendar days, 	<p>8. Stepen javne podrške</p> <ol style="list-style-type: none"> 1. Minimalna vrednost prihvatljivih projektnih troškova u okviru ove mere je petnaest hiljada (15,000) €, osim za projekte sektora grožđa, gde je minimalna vrednost projekta tri hiljade (3,000) €; 2. Maksimalna vrednost prihvatljivih troškova za projekat u okviru ove mere je sto hiljada (100.000) €; 3. Javna podrška iznosi 70% prihvatljivih troškova ulaganja; 4. Maksimalna javna podrška za period implementacije Programa poljoprivrede i ruralnog razvoja 2021-2027 za Meru 1 iznosi trista hiljada (300.000) € po korisniku; 5. Podnosilac prijave može konkurisati sa više projekata tokom perioda implementacije Programa poljoprivrede i ruralnog razvoja 2021-2027, u različitim godinama, pod uslovom da su prethodni projekti uspešno završeni i da javna podrška ne prelazi gore navedeni iznos. <p>9. Rok sprovođenja</p> <ol style="list-style-type: none"> 1. Rok za realizaciju projekata ove mere je 90 kalendarskih dana, osim za projekte koji
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<p>parashohin ndërtim të stallës apo të depos me ç'rast afati i zbatimit është 120 ditë kalendarike nga dita e nënshkrimit të kontratës me AZHB-në dhe për sektorin e rrushit, për projektet e të cilit afati i implementimit është 300 ditë nga dita e nënshkrimit të kontratës me AZHB-në, për shkak të periudhës pranverore të mbjelljes së rrushit;</p> <p>2. Pas afatit të zbatimit, përfituesi ka edhe 15 ditë shtesë për përgatitjen e dokumentacionit dhe paraqitjen e kërkesës për pagesë.</p> <p>3. AZHB-ja mund të zgjasë afatin e zbatimit për më shumë se 30 ditë, nëse ka arsye të qëndrueshme për këtë, siç janë kushtet e papershtatshme klimatike, sjellja e ndonjë makinerie specifike prej ndonjë vendi tjetër.</p>	<p>except for projects that provide for the construction of a stable or warehouse in which case the implementation deadline is 120 calendar days from the date of signing the contract with ADA and for the grape sector, for projects whose implementation deadline is 300 days from the day of signing the contract with ADA, due to the spring period of grape planting;</p> <p>2. After the deadline for implementation, the beneficiary has another 15 days to prepare the documentation and submit the request for payment;</p> <p>3. ADA may extend the implementation period by more than 30 days, if there are compelling reasons for this, such as unfavorable climatic conditions, the bringing of any specific machinery from another country.</p>	<p>predviđaju izgradnju štale ili skladišta, u kom slučaju je rok za realizaciju 120 kalendarskih dana od dana potpisivanja ugovora sa ARP i za sektor grožđa, za projekte čiji je rok za realizaciju 300 dana od dana potpisivanja ugovora sa ARP, zbog prolećnog perioda sadnje grožđa;</p> <p>2. Nakon isteka roka za implementaciju, korisnik ima dodatnih 15 dana da pripremi dokumentaciju i podnese zahtev za isplatu;</p> <p>3. ARP može produžiti period implementacije za više od 30 dana, ako za to postoje ubedljivi razlozi, kao što su nepovoljni klimatski uslovi, donošenje bilo koje posebne mašinerije iz druge zemlje.</p>
<p style="text-align: center;">KAPITULLI III</p> <p style="text-align: center;">NËNMASAT</p> <p style="text-align: center;">III.I. SEKTORI I PEMËVE</p> <p style="text-align: center;">Neni 7</p> <p style="text-align: center;">Kriteret e pranueshmërisë</p> <p>1. Kriteret e veçanta të pranueshmërisë për sektorin e pemeve:</p>	<p style="text-align: center;">CHAPTER III</p> <p style="text-align: center;">SUB MEASURES</p> <p style="text-align: center;">III.I. SECTOR OF FRUITS</p> <p style="text-align: center;">Article 7</p> <p style="text-align: center;">Eligibility criteria</p> <p>1. Specific eligibility criteria for the fruit sector:</p>	<p style="text-align: center;">POGLAVLJE III</p> <p style="text-align: center;">PODMERA</p> <p style="text-align: center;">III.I. SEKTOR VOĆA</p> <p style="text-align: center;">Član 7</p> <p style="text-align: center;">Kriterijumi prihvatljivosti</p> <p>1. Specifični kriterijumi podobnosti za sektor voća:</p>

<p>1.1. Sektori i pemëve - molla, dardha, kumbulla, vishnja, arra, lajthia, qershia, kajsia, pjeshka, ftoni, dredhëza, mjedra, manaferra dhe boronica dhe aronia.</p> <p>1.2. Në momentin e aplikimit për investime në sektorin e pemëve, aplikuesit duhet të dëshmojnë se kanë sipërfaqe të tokës bujqësore në pronësi, të trashëguar apo të marrë me qira për së paku dhjetë (10) vjet të llogaritur nga viti i aplikimit dhe atë së paku 1 hektar për pemë drufrutore - molla, dardha, kumbulla, vishnja, arra, lajthia, qershia, kajsia, pjeshka, dhe ftoni dhe/ose 0.25 hektar për pemë manore-dredhëza, mjedra, boronica, manaferra dhe aronia.</p> <p>1.3. Sipërfaqja minimale e ngastrës për pemë manore duhet të jetë 0.10 hektar dhe për pemë drufrutore 0.35 hektar;</p> <p>1.4. Përfituesit për ngritje të pemishteve të reja, para kërkesës për pagesë, nëse blejnë fidanë të prodhuar në Kosovë, duhet të dorëzojnë kopjen e certifikatës fito-sanitare mbi gjendjen shëndetësore të materialit fidanor që përmbush kriterin CAC (Conformitas Agraria Communitatis) dhe kopjen e licencës së prodhuesit, kurse ata që blejnë fidanë të importuar nga vendet e BE-së, duhet të dorëzojnë kopjen e certifikatës fito-sanitare mbi gjendjen shëndetësore të materialit fidanor që përmbush së paku kriterin CAC të lëshuar nga prodhuesi, certifikatën për prejardhjen e</p>	<p>1.1. Fruit sector - apples, pears, plums, cherries, nuts, hazelnuts, cherries, apricots, peaches, quinces, strawberries, raspberries, blackberries, blueberries and aronia.</p> <p>1.2. At the time of applying for investments in the fruit sector, applicants must prove that they have owned, inherited or rented agricultural land for at least ten (10) years calculated from the year of application and at least 1 hectare for fruit trees - apples, pears, plums, cherries, nuts, hazelnuts, cherries, apricots, peaches, and quince and/or 0.25 hectare for soft fruits - strawberry, raspberry, blueberry, blackberry and chokeberry trees;</p> <p>1.3. The minimum plot area for manor trees should be 0.10 hectares and for fruit trees 0.35 hectares;</p> <p>1.4. Beneficiaries for planting new orchards, before requesting payment, if they buy seedlings produced in Kosovo, must submit a copy of the phyto-sanitary certificate on the health status of planting material that meets the CAC criterion (Conformitas Agraria Communitatis) and a copy of the license of producers, and those who buy seedlings imported from EU countries, must submit a copy of the phytosanitary certificate on the health status of the planting material that meets at least the CAC criteria issued by the producer, the certificate of</p>	<p>1.1. Sektor voça - jabuke, kruške, šljive, višnje, orasi, lešnici, trešnje, kajsije, breskve, dunje, jagode, maline, kupine, borovnice i aronija.</p> <p>1.2. Prilikom podnošenja zahteva za ulaganje u sektor voćarstva, podnosioci zahteva moraju dokazati da su u vlasništvu, nasleđivanju ili zakupu poljoprivrednog zemljišta najmanje deset (10) godina računajući od godine podnošenja zahteva i najmanje 1 hektar za voće – jabuke, kruške, šljive, višnje, orasi, lešnici, trešnje, kajsije, breskve i dunje i/ili 0,25 hektara za stabla jagode, maline, borovnice, kupine i aronije;</p> <p>1.3. Minimalna površina parcele za voće malina treba da bude 0,10 hektara, a za drveno voće 0,35 hektara;</p> <p>1.4. Korisnici za sadnju novih voćnjaka, pre zahtevanja plaćanja, ako kupuju sadnice proizvedene na Kosovu, moraju dostaviti kopiju fitosanitarnog sertifikata o zdravstvenom stanju sadnog materijala koji ispunjava kriterijum CAC (Conformitas Agraria Communitatis) i kopiju licencu proizvođača, a oni koji kupuju sadnice uvezene iz zemalja EU-a, moraju dostaviti kopiju fitosanitarnog sertifikata o zdravstvenom stanju sadnog materijala koji ispunjava najmanje CAC kriterijume koje</p>
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<p>originës dhe lejen e importit të ndërmarrjes importuese.</p>	<p>origin and the import of the importing enterprise;</p>	<p>izdaje proizvođač, potvrdu o poreklu i uvoz preduzeće uvoznik;</p>
<p>1.5. Fidanët e mbjellë të pemëve drufrutore duhet të kenë të ngjitur në trup etiketën e institucionit certifikues.</p>	<p>1.5. Planted seedlings of fruit trees must have the label of the certifying institution affixed to the body.</p>	<p>1.5. Zasađene sadnice drvnih voća moraju imati etiketu institucije-ustanove za sertifikaciju na sadnicama.</p>
<p>2. Investimet e pranueshme në sektorin e pemëve janë:</p>	<p>2. Eligible investments in the fruit sector are:</p>	<p>2. Prihvatljive investicije u sektoru voća su:</p>
<p>2.1. Investimet në ngritjen e pemishteve të reja me sipërfaqe minimale prej 1 hektar për pemët drufrutore dhe 0,25 ha për pemë manore;</p>	<p>2.1. I Investments in the establishment of new orchards with a minimum area of 1 hectare for orchards and 0.25 ha for soft fruits;</p>	<p>2.1. I Ulaganja u podizanje novih zasada sa minimalnom površinom od 1 hektar za drvno voće i 0,25 ha za voće malina;</p>
<p>2.2. Investimet në vendosjen e sistemeve të ujitjes në fermë, sipas praktikave efikase të ujitjes;</p>	<p>2.2. Investments in the installation of irrigation systems on the farm, according to efficient irrigation practices;</p>	<p>2.2. Ulaganja u postavljanje sistema za navodnjavanje na farmi, prema efikasnim praksama navodnjavanja;</p>
<p>2.3. Investimet në prodhimin e energjisë në fermë nga të gjitha llojet e burimeve të ripërtërishme;</p>	<p>2.3. Investments in on-farm energy production from all types of renewable sources;</p>	<p>2.3. Ulaganja u proizvodnju energije na farmama iz svih vrsta obnovljivih izvora;</p>
<p>2.4. Investimet në sistemin e rrjetave për mbrojtje nga breshëri dhe ngricat;</p>	<p>2.4. Investments in the network system for protection against hail and frost;</p>	<p>2.4. Ulaganja u mrežni sistem zaštite od grada i mraza;</p>
<p>2.5. Investimet në makineri bujqësore dhe pajisje për pemishte, për mbrojtje të bimëve, për plehërim, për vjelje dhe trajtim pas vjeljes;</p>	<p>2.5. Investments in agricultural machinery and equipment for orchards, plant protection, fertilization, harvesting and post-harvest treatment;</p>	<p>2.5. Ulaganja u poljoprivrednu mehanizaciju i opremu za voćnjake, zaštitu bilja, đubrenje, berbu i tretman posle žetve;</p>
<p>2.6. Investimet për blerje të traktorit për pemët dru-frutore;</p>	<p>2.6. Investments for the purchase of a tractor for fruit trees;</p>	<p>2.6. Investicije za kupovinu traktora za drvno voće;</p>

<p>2.7. Investimet në ndërtimin dhe përmirësimin e objekteve për aktivitetet e pas vjeljes, objekteve për vendosjen e makinave, si dhe depove për produkte për mbrojtje të bimëve dhe për plehra artificiale.</p> <p>2.8. Kriteret e përzgjedhjes për Masën 1 Investimet në asetet fizike në ekonomitë bujqësore për sektorin e pemëve janë të përcaktuara në Shtojcën I Tabela 1 të këtij Udhëzimi Administrativ.</p>	<p>2.7. Investments in the construction and improvement of facilities for post-harvest activities, facilities for placing cars, as well as warehouses for plant protection products and artificial fertilizers.</p> <p>2.8. Criteria of selection for the Measure 1 Investment in physical assets in agricultural households for the sector of fruits are specified in the Annex I Table 1 of this Administrative Instruction</p>	<p>2.7. Ulaganja u izgradnju i unapređenje objekata za posle žetvene aktivnosti, objekata za smeštaj mehanizacije, kao i skladišta sredstava za zaštitu bilja i veštačkih đubriva.</p> <p>2.8. Kriterijumi odabira za meru 1. Investicije u fizička sredstva u poljoprivrednim gazdinstvima za sektor voća su date u Aneksu I Tabele 1 ovog Administrativnog uputstva.</p>
<p>III.II. SEKTORI I PERIMEVE DHE SERRAVE, PËRFSHIRË PATATET</p> <p>Neni 8 Kriteret e pranueshmërisë</p>	<p>III.II. SECTOR OF VEGETABLES AND GREENHOUSES INCLUDING POTATOES</p> <p>Article 8 Eligibility criteria</p>	<p>III.II. SEKTOR POVRČA I PLASTENIKA, UKLJUČUJUĆI KROMPIR</p> <p>Član 8 Kriterijumi prihvatljivosti</p>
<p>1. Kriteret e pranueshmërisë për sektorin e perimeve, serrave, serra për fidanë dhe depo - përfshirë patatet:</p> <p>1.1. Në momentin e aplikimit për investime në depo për pemë dhe perime (përfshirë pataten), aplikuesit duhet të dëshmojnë se kanë së paku 2 hektarë sipërfaqe të tokës bujqësore në pronësi, të trashëguar apo të marrë me qira për së paku 10 vjet.</p> <p>1.2. Në momentin e aplikimit për investime në serra të reja të përhershme, aplikuesi duhet të dëshmojë se ka së paku 0.10 hektar tokë të</p>	<p>1. Eligibility criteria for the vegetable sector, greenhouses, seedling greenhouses and storage - including potatoes:</p> <p>1.1. At the time of application for investments in fruits and vegetables warehouses (including potato), applicants must prove that they have at least 2 hectares of agricultural land owned, inherited or leased for at least 10 years;</p> <p>1.2 At the time of application for investment in new permanent greenhouses, the applicant must prove that</p>	<p>1. Kriterijumi podobnosti za sektor povrća, plastenike, plastenike za rasad i skladištenje - uključujući krompir:</p> <p>1.1. U trenutku podnošenja zahteva za ulaganje u skladišta voća i povrća (uključujući krompir), podnosioci zahteva moraju dokazati da imaju najmanje 2 hektara poljoprivrednog zemljišta u vlasništvu, nasleđu ili u zakupu na najmanje 10 godina;</p> <p>1.2. U trenutku podnošenja zahteva za ulaganje u nove trajne plastenike, podnosilac zahteva mora dokazati da ima</p>

<p>punueshme të regjistruar në Regjistrin e Fermave. Madhësia minimale e një serre e pandarë është 0,10 ha.</p> <p>2. Investimet në sektorin e perimeve, serra, serra për fidanë dhe depo (përfshirë patatet):</p> <p>2.1. Investimet në ndërtimin e serrave të përhershme për perime, pemë manore apo fidanë. Sipërfaqja minimale e një serre është 0.1 hektar;</p> <p>2.2. Investimet në prodhim të energjisë në fermë nga të gjitha llojet burimeve të ripërtërishme;</p> <p>2.3. Blerja dhe instalimi i pajisjeve për arritjen e kushteve të kontrolluara klimatike, përfshirë pajisjet për ngrohje në serra;</p> <p>2.4. Investimet në vendosjen ose avancimin e sistemeve të ujitjes në serrë sipas praktikave efikase të ujitjes;</p> <p>2.5. Ndërtimi i objekteve për trajtim pas vjeljes (klasifikim, paketim, etiketim) dhe për ruajtje të prodhimit, si dhe depove për produkte për mbrojtje të bimëve dhe për plehra artificiale.</p>	<p>he has at least 0.10 hectares of arable land registered in the Farm Register. The minimum size of an integral greenhouse is 0.10 ha.</p> <p>2. Investments in the vegetable sector, greenhouses, seedling greenhouses and warehouses (including potatoes):</p> <p>2.1 Investments in the construction of permanent greenhouses for vegetables, soft fruits or seedlings. The minimum area of a greenhouse is 0.1 hectare;</p> <p>2.2. Investments in on-farm energy production from all types of renewable sources;</p> <p>2.3. Purchase and installation of equipment to achieve controlled climate conditions, including heating equipment in greenhouses;</p> <p>2.4. Investments in the installation or advancement of greenhouse irrigation systems according to efficient irrigation practices;</p> <p>2.5. Construction of facilities for post-harvest treatment (sorting, packaging, labeling) and storage of production, as well as warehouses for plant protection products and artificial fertilizers;</p>	<p>najmanje 0,10 hektara obradivog zemljišta upisanog u registar poljoprivrednih gazdinstava. Minimalna veličina nedeljivog staklenika je 0,10 ha.</p> <p>2. Investicije u povrtarski sektor, plastenike, plastenike za rasad i skladište (uključujući krompir):</p> <p>2.1 Ulaganja u izgradnju trajnih plastenika za povrće, voće malina ili sadnice. Minimalna površina staklenika je 0,1 hektara;</p> <p>2.2 Ulaganja u proizvodnju energije na farmama iz svih vrsta obnovljivih izvora;</p> <p>2.3 Kupovina i ugradnja opreme za postizanje kontrolisanih klimatskih uslova, uključujući opremu za grejanje u plastenicima;</p> <p>2.4. Ulaganja u postavljanje ili unapređenje sistema za navodnjavanje staklenika u skladu sa efikasnim praksama navodnjavanja;</p> <p>2.5. Izgradnja objekata za tretman posle žetve (sortiranje, pakovanje, etiketiranje) i skladištenje proizvodnje, kao i skladišta sredstava za zaštitu bilja i veštačkih đubriva;</p>
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<p>2.6. Blerja e mekanizmit përkatës për kultivimin e perimeve në fushë të hapur apo në serra (makinë për mbjellje të fidanëve, makinë për shtrirje të folisë.)</p> <p>3. Kriteret e përzgjedhjes për Masën 1 Investimet në asetet fizike në ekonominë bujqësore për sektorin e perimeve serrave dhe serrave per fidane - përfshirë patatet janë të përcaktuara në Shtojcën I Tabela 1 të këtij Udhëzimi Administrativ</p>	<p>2.6. Purchase of appropriate mechanism for growing vegetables in the open field or in greenhouses (machine for planting seedlings, machine for spreading the foil.)</p> <p>3. Selection criteria for Measure 1 Investments in physical assets in agricultural holdings for the vegetable sector greenhouses and greenhouses for seedlings - including potatoes are set out in Annex I Table 1 of this Administrative Instruction</p>	<p>2.6 Kupovina relevantnog mehanizma za uzgoj povrća na otvorenom polju ili u plastenicima (mašina za sadnju rasada, mašina za posipanje folije).</p> <p>3. Kriterijumi odabira za meru 1. Investicije u fizička sredstva u poljoprivrednim gazdinstvima za staklenike u sektoru povrća i plastenike za rasad - uključujući krompir, navedeni su u Aneksu I Tabele 1 ovog Administrativnog uputstva.</p>
<p align="center">III.III. SEKTORI I MISHIT</p>	<p align="center">III.III. SECTOR OF MEAT</p>	<p align="center">III.III. SEKTOR MESA</p>
<p align="center">Neni 9 Kriteret e pranueshmërisë</p>	<p align="center">Article 9 Eligibility criteria</p>	<p align="center">Član 9 Kriterijumi prihvatljivosti</p>
<p>1. Kriteret e veçanta të pranueshmërisë për sektorin e mishit:</p>	<p>1. Special criteria of eligibility for the meat sector</p>	<p>1. Specifični kriterijumi podobnosti za sektor mesa:</p>
<p>1.1. Për investime në sektorin e mishit (majmëria e viçave dhe derrave , aplikuesit duhet të kenë së paku 10 viça respektivisht 20 derra në momentin e aplikimit, por para kërkesës për pagesën e fundit duhet të kenë së paku 20 krerë viça, ose 40 derra për trashje me matricat të Republikës së Kosovës ose të vendeve të BE-së, dhe këto duhet t'i dëshmojnë me dokumente përkatëse dhe me praninë e tyre në stallë.</p>	<p>1.1. For investments in the meat sector (fattening calves and pigs, applicants must have at least 10 calves respectively 20 pigs at the time of application, but before requesting the final payment must have at least 20 calves, or 40 fattening pigs with matrices of the Republic of Kosovo or of EU countries, and these must be proved with relevant documents and with their presence in the stable;</p>	<p>1.1. Za investicije u sektoru mesa (tov teladi i svinja, podnosioci zahteva moraju imati najmanje 10 teladi odnosno 20 svinja u trenutku podnošenja zahteva, ali pre zahteva za konačnu isplatu moraju imati najmanje 20 teladi, ili 40 svinja za tovljenje sa matricama Republike Kosova ili zemalja EU-a, a to se mora dokazati relevantnim dokumentima i njihovim prisustvom u štali;</p>
<p>1.2. Aplikantët që aplikojnë për ndërtimin e stallës për viça dhe për derra, në projektin e</p>	<p>1.2. Applicants applying for the construction of a stable for calves and pigs,</p>	<p>1.2. Kandidati koji konkurišu za izgradnju štale za telad i svinje, u svoj projekat</p>

<p>tyre duhet ta përfshijnë edhe depon e plehut me kapacitet të mjaftueshëm për së paku tre (3) muaj -shiko listën e standardeve minimale kombëtare ne Udhezuesin për Aplikues.</p> <p>1.3. Në rast të investimeve në mekanizëm bujqësor për kultivimin e tokës, në momentin e aplikimit, aplikuesit për majmëri të vëçave duhet të dëshmojnë se kanë së paku 0,20 hektar të tokës bujqësore për kokë viçi, në pronësi, të trashëguar apo të marrë me qira për së paku tri (3) vjet.</p> <p>2. Investimet e pranueshme:</p> <p>2.1. Ndërtimi/rinovimi/zgjerimi i stallave, objekteve përcjellëse (deponitë e plehut, hangarët e ushqimit voluminoz, depot e silazhit) dhe infrastrukturës në fermë (p.sh. furnizim me ujë në nivel ferme);</p> <p>2.2. Investimet në prodhim të energjisë e në fermë nga të gjitha llojet burimeve të ripërtëritshme;</p> <p>2.3. Investimet në modernizimin e sistemit të ushqimit dhe furnizimit me ujë;</p> <p>2.4. Investimet në makineri bujqësore dhe pajisje për kultivim të bimëve foragjere dhe drithërave, mbrojtje të bimëve, plehërim dhe korrje;</p>	<p>in their project must include the manure depot with sufficient capacity for at least three (3) months - see the list of national minimum standards in the Guide for Applicants;</p> <p>1.3. In case of investments in agricultural mechanism for land cultivation, at the moment of application, applicants for calf fat must prove that they have at least 0.20 hectares of agricultural land per calf, owned, inherited or rented for at least three (3) years .</p> <p>2. Eligibility investments:</p> <p>2.1. Construction/renovation/ expansion of stables, tracking facilities (manure dumps, bulky food hangars, silage depots) and farm infrastructure (eg water supply at farm level);</p> <p>2.2. Investments in energy production and on the farm from all types of renewable sources;</p> <p>2.3. Investments in the modernization of the food and water supply system;</p> <p>2.4. Investments in agricultural machinery and equipment for cultivation of fodder crops and cereals, plant protection, fertilization and harvesting;</p>	<p>moraju uključiti depo za stajnjak dovoljnog kapaciteta za najmanje tri (3) meseca – vidi listu minimalnih nacionalnih standarda u Vodiču za aplikante;</p> <p>1.3. U slučaju ulaganja u poljoprivredni mehanizam za obradu zemljišta, u momentu podnošenja zahteva, podnosioci zahteva za tov teladi moraju dokazati da imaju najmanje 0,20 hektara poljoprivrednog zemljišta po teletu, u vlasništvu, nasleđu ili u zakupu najmanje tri (3) godine.</p> <p>2. Prihvatljive investicije:</p> <p>2.1. Izgradnja/renoviranje/proširenje štala, pomoćnih objekata (deponije stajnjaka, kabastih hangara za hranu, depoi za silažu) i infrastrukture farme (npr. vodosnabdevanje na nivou farme);</p> <p>2.2. Ulaganja u proizvodnju energije i na farmama iz svih vrsta obnovljivih izvora;</p> <p>2.3. Ulaganja u modernizaciju sistema snabdevanja hranom i vodom;</p> <p>2.4. Ulaganja u poljoprivrednu mehanizaciju i opremu za uzgoj krmnih kultura i žitarica, zaštitu bilja, dubrenje i žetvu;</p>
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<p>2.5. Investimet për blerje të traktorit;</p> <p>2.6. Investimet për pastrimin/largimin e plehut organik (të lëngët dhe të ngurtë) dhe deponimin e tij;</p> <p>2.7. Investimet për prodhimin e ushqimit të koncentruar, nga kapaciteti total i të cilit, së paku 50% do të përdoret për nevoja të fermës;</p> <p>3. Kriteret e përzgjedhjes për Masën 1 Investimet në asetet fizike në ekonominë bujqësore për sektorin e mishit janë të përcaktuara në Shtojcën I Tabela 2 të këtij Udhëzimi Administrativ.</p> <p style="text-align: center;">III.IV. SEKTORI I QUMËSHTIT</p> <p style="text-align: center;">Neni 10 Kriteret e pranueshmërisë</p> <p>1. Kriteret e veçanta të pranueshmërisë:</p>	<p>2.5. Investments for the purchase of a tractor;</p> <p>2.6. Investments for cleaning / removal of organic fertilizer (liquid and solid) and its disposal;</p> <p>2.7. Investments for the production of concentrated feed, of whose total capacity, at least 50% will be used for the needs of the farm;</p> <p>3. Selection criteria for Measure 1 Investments in physical assets in agricultural holdings for the meat sector are defined in Annex I Table 2 of this Administrative Instruction.</p> <p style="text-align: center;">III.IV. DAIRY SECTOR</p> <p style="text-align: center;">Article 10 Eligibility criteria</p> <p>1. Special eligibility criteria:</p>	<p>2.5. Investicije za kupovinu traktora;</p> <p>2.6. Ulaganja u čišćenje/uklanjanje organskog đubriva (tečnog i čvrstog) i njegovo odlaganje;</p> <p>2.7. Investicije za proizvodnju koncentrovane stočne hrane, čiji će ukupni kapacitet najmanje 50% biti iskorišćen za potrebe farme-gazdinstva;</p> <p>3. Kriterijumi odabira za meru 1. Investicije u fizička sredstva u poljoprivrednim gazdinstvima za sektor mesa su definisane u Aneksu I tabele 2 ovog Administrativnog uputstva.</p> <p style="text-align: center;">III.IV. SEKTOR MLEKA</p> <p style="text-align: center;">Član 10 Kriterijumi prihvatljivosti</p> <p>1. Specifični kriterijumi podobnosti:</p>
<p>1.1. Aplikuesit për investime në sektorin e prodhimit të qumështit, në momentin e aplikimit janë të obliguar të kenë së paku 15 lopë qumështore ose 130 dele ose 130 dhi, të regjistruara në Regjistrin e Fermës dhe në Regjistrin për Regjistrim dhe Identifikim të Kafshëve (RRIK) në AUV. Kjo dispozitë nuk vlen për pikat grumbulluese;</p>	<p>1.1. Applicants for investments in the dairy production sector, at the time of application are required to have at least 15 dairy cows or 130 sheep or 130 goats, registered in the Farm Register and in the Register for Animal Registration and Identification (RRIK) in FVA. This provision does not apply to collection points.</p>	<p>1.1. Podnosioci zahteva za ulaganja u sektor proizvodnje mleka, u trenutku podnošenja zahteva, moraju da imaju najmanje 15 krava muzara ili 130 ovaca ili 130 koza, upisanih u Registar gazdinstava i Registar za registraciju i identifikaciju životinja (RRIK-RRIZ) u AHV. Ova odredba se ne odnosi na sabirne tačke.</p>

<p>1.2. Pikat grumbulluese duhet të kenë kontrata afatgjate (së paku njëvjeçare) me së paku 5 fermerë të cilët bashkërisht mbarështojnë së paku 30 lopë qumështore;</p> <p>1.3. Aplikantët që aplikojnë për ndërtimin e stallës për lopë qumështore, në projektin e tyre duhet të përfshijnë edhe depon e plehut me kapacitet të mjaftueshëm për së paku 3 muaj -shiko listën e standardeve minimale kombëtare ne udhëzuesin per aplikues;</p> <p>1.4. Depo e plehut nuk është e obligueshme për mbarështuesit e deleve dhe dhive;</p> <p>1.5. Në rast të investimeve në mekanizëm bujqësor për kultivimin e tokës, aplikuesit duhet të dëshmojnë se kanë të paktën 0.5 hektar të tokës bujqësore për çdo krerë lope, respektivisht 0.05 hektar të tokës bujqësore për kokë deleje/dhie, në pronësi, të trashëguar apo të marrë me qira për së paku 3 vjet.</p>	<p>1.2. Collection points must have long-term contracts (at least one year) with at least 5 farmers who jointly breed at least 30 dairy cows;</p> <p>1.3. Applicants applying for the construction of a dairy stable must include in their project a manure depot with sufficient capacity for at least 3 months - see the list of national minimum standards in the guide for applicants;</p> <p>1.4. Manure storage is not mandatory for sheep and goat breeders;</p> <p>1.5. In case of investments in agricultural machinery for land cultivation, applicants must prove that they have at least 0.5 hectares of agricultural land for each cow, respectively 0.05 hectares of agricultural land per sheep / goat, owned, inherited or received rent for at least 3 years.</p>	<p>1.2. Sabirna mesta moraju imati dugoročne ugovore (najmanje godinu dana) sa najmanje 5 farmera koji zajednički uzgajaju najmanje 30 muznih krava;</p> <p>1.3. Kandidati koji konkurišu za izgradnju štale za krave muzare moraju u svoj projekat uključiti depo za stajnjak sa dovoljnim kapacitetom za najmanje 3 meseca – videti listu minimalnih nacionalnih standarda u vodiču za aplikante;</p> <p>1.4. Skladište stajnjaka nije obavezno za uzgajivače ovaca i koza;</p> <p>1.5. U slučaju ulaganja u poljoprivrednu mehanizaciju za obradu zemljišta, podnosioci zahteva moraju dokazati da imaju najmanje 0,5 hektara poljoprivrednog zemljišta za svaku kravu, odnosno 0,05 hektara poljoprivrednog zemljišta po ovci/kozi, u vlasništvu, nasleđu ili uetu pod zakup najmanje na 3 godina.</p>
<p>2. Investimet e pranueshme:</p> <p>2.1. Ndërtimi/rinovimi/zgjerimi i stallave, objekteve përcjellëse si dhe objekteve të qendrave grumbulluese të qumështit (deponitë e plehut, hangarët e ushqimit voluminoz, depot e silazhit, mjeltore) dhe</p>	<p>2. Eligible Investments:</p> <p>2.1. Construction / renovation / expansion of stables, tracking facilities as well as facilities of milk collection centers (manure dumps, bulky food hangars, silage depots, milking parlors)</p>	<p>2. Prihvatljive investicije:</p> <p>2.1. Izgradnja/renoviranje/proširenje štala, pomoćnih objekata kao i objekata centara za sakupljanje mleka (deponije stajnjaka, hangari za kabastu hranu, depoi</p>

<p>infrastrukturës në fermë (p.sh. instalimi i ujit, i rrymës);</p> <p>2.2. Investimet në modernizimin e mjeljes dhe pajisjeve për ftohje, si pajisjet për mjelje, ruajtje të qumështit, përfshirë dhomat e ruajtjes së qumështit, laktofrizat;</p> <p>2.3. Investimet në prodhim të energjisë në fermë nga të gjitha llojet e burimeve të ripërtërishe;</p> <p>2.4. Pajisje dhe makineri për heqjen e plehut;</p> <p>2.5. Investimet në modernizimin e sistemit të ushqimit dhe furnizimit me ujë;</p> <p>2.6. Investimet në makineri bujqësore dhe pajisje për kultivim të bimëve foragjere dhe drithërave, mbrojtje të bimëve, plehërim dhe kortje;</p> <p>2.7. Investimet për blerje të traktorit;</p> <p>2.8. Investimet për pastrimin/largimin e plehut organik (të lëngët dhe të ngurtë) dhe deponimin e tij;</p> <p>2.9. Investimet për prodhimin e ushqimit të koncentruar, nga kapaciteti total i të cilit, së</p>	<p>and farm infrastructure (eg water installation, of the current);</p> <p>2.2. Investments in modernization of milking and refrigeration equipment, such as milking equipment, milk storage, including milk storage rooms, milk freezers;</p> <p>2.3. Investments in on-farm energy production from all types of renewable sources;</p> <p>2.4. Equipment and machinery for manure removal;</p> <p>2.5. Investments in the modernization of the food and water supply system;</p> <p>2.6. Investments in agricultural machinery and equipment for cultivation of fodder crops and cereals, plant protection, fertilization and harvesting;</p> <p>2.7. Investments for the purchase of a tractor;</p> <p>2.8. Investments for cleaning / removal of organic fertilizer (liquid and solid) and its disposal;</p> <p>2.9. Investments for the production of concentrated feed, of the total capacity of</p>	<p>za silažu, prostori muža) i infrastrukture na farmi (npr. instalacija vode, struje);</p> <p>2.2. Ulaganja u modernizaciju opreme za mužu i hlađenje, kao što su oprema za mužu, skladište mleka, uključujući prostorije za skladištenje mleka, zamrzivači mleka;</p> <p>2.3. Ulaganja u proizvodnju energije na farmama iz svih vrsta obnovljivih izvora;</p> <p>2.4. Oprema i mašine za uklanjanje stajnjaka;</p> <p>2.5. Ulaganja u modernizaciju sistema snabdevanja hranom i vodom;</p> <p>2.6. Ulaganja u poljoprivrednu mehanizaciju i opremu za uzgoj krmnih useva i žitarica, zaštitu bilja, đubrenje i žetvu;</p> <p>2.7. Investicije za kupovinu traktora;</p> <p>2.8. Investicije za čišćenje/uklanjanje organskog đubriva (tečnog i čvrstog) i njegovo odlaganje;</p> <p>2.9. Investicije za proizvodnju koncentrovane stočne hrane, od ukupnog</p>
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<p>paku 50% do të përdoret për nevoja të fermës.</p> <p>3. Kriteret e përzgjedhjes për Masën 1 Investimet në asetet fizike në ekonomitë bujqësore për sektorin e qumështit janë të përcaktuara në Shtojcën I Tabela 2 të këtij Udhëzimi Administrativ.</p> <p style="text-align: center;">III.V. SEKTORI I RRUSHIT</p> <p style="text-align: center;">Neni 11 Kriteret e pranueshmërisë</p> <p>1. Kriteret e veçanta të pranueshmërisë:</p> <p>1.1 Në momentin e aplikimit, aplikuesit për investime në sektorin e rrushit duhet të dëshmojnë se kanë tokë bujqësore në pronësi, të trashëguar apo të marrë me qira për së paku dhjetë (10) vjet, dhe atë së paku 0.25 hektar;</p> <p>1.2. Sipërfaqja minimale e ngastrës duhet të jetë 0.10 hektar;</p>	<p>which, at least 50% will be used for the needs of the farm.</p> <p>3. Selection Criteria for Measure 1 Investments in physical assets in agricultural holdings for the dairy sector are defined in Annex I Table 2 of this Administrative Instruction.</p> <p style="text-align: center;">III.V. GRAPE SECTOR</p> <p style="text-align: center;">Article 11 Eligibility criteria</p> <p>1. Special eligibility criteria:</p> <p>1.1 At the time of application, applicants for investments in the grape sector must prove that they have owned, inherited or leased agricultural land for at least ten (10) years, and at least 0.25 hectares;</p> <p>1.2 The minimum plot area should be 0.10 hectares;</p>	<p>kapaciteta, najmanje 50% će se koristiti za potrebe farme.</p> <p>3. Kriterijumi za izbor mere 1. Investicije u fizička sredstva u poljoprivrednim gazdinstvima za sektor mleka i mleka su definisane u Aneksu I tabele 2 ovog Administrativnog uputstva.</p> <p style="text-align: center;">III.V. SEKTOR GROŽĐA</p> <p style="text-align: center;">Član 11 Kriterijumi prihvatljivosti</p> <p>1. Specifični kriterijumi podobnosti:</p> <p>1.1 U vreme podnošenja zahteva, podnosioci zahteva za investicije u sektoru grožđa moraju dokazati da su posedovali, nasledili ili dali u zakup poljoprivredno zemljište najmanje deset (10) godina i najmanje 0,25 hektara;</p> <p>1.2 Minimalna površina parcele treba da bude 0,10 hektara;</p>
<p>1.3. Në rast të investimeve në mekanizim dhe pajisje për kultivim dhe vjelje, si dhe depo për trajtim pas vjeljes, aplikuesit duhet të dëshmojnë se kanë së paku 3 hektarë me vreshta, në pronësi, të trashëguar apo të marrë me qira për së paku 10 vjet, të regjistruar në Regjistrin e Vreshtave dhe në Regjistrin e Fermës.</p>	<p>1.3. In case of investments in mechanization and equipment for cultivation and harvesting, as well as warehouses for post-harvest treatment, applicants must prove that they have at least 3 hectares of vineyards, owned, inherited or rented for at least 10 years, registered in the Vineyard Register and in the Farm Register.</p>	<p>1.3. U slučaju ulaganja u mehanizaciju i opremu za uzgoj i berbu, kao i skladišta za tretman posle berbe, podnosioci zahteva moraju dokazati da imaju najmanje 3 hektara vinograda, u vlasništvu, nasleđu ili u zakupu najmanje 10 godina, registrovanih u vinogradarskog registra i u registru gazdinstava.</p>

<p>2. Investimet e pranueshme:</p> <p>2.1. Investimet në ngritjen/modernizimin e plantacioneve të vreshtave (konvertim, zëvendësim) për rrush të tryezës dhe rrush të verës me madhësi minimale 0.25 hektar;</p> <p>2.2. Investimet në vendosjen e sistemeve të ujitjes, sipas praktikave efikase të ujitjes;</p> <p>2.3. Investimet në vendosjen e plasmasit për rrush të tryezës;</p> <p>2.4. Investimet në prodhim të energjisë në fermë nga të gjitha llojet e burimeve të ripërtërishme;</p> <p>2.5. Investimet në sistemin e rrjetave për mbrojtje nga breshëri;</p> <p>2.6. Investimet në sisteme mbajtëse të hardhive dhe në rrethoja;</p> <p>2.7. Investimet në makineri bujqësore dhe pajisje për vreshta, makineri për mbrojtje të bimëve, për plehërim, për vjelje dhe trajtim pas vjeljes;</p> <p>2.8. Investimet për blerje të traktorit;</p>	<p>2. Eligible investments:</p> <p>2.1. Investments in the establishment / modernization of vineyard plantations (conversion, replacement) for table grapes and wine grapes with a minimum size of 0.25 hectares;</p> <p>2.2. in the installation of irrigation systems, according to efficient irrigation practices;</p> <p>2.3. Investments in plasma placement for table grapes;</p> <p>2.4. Investments in on-farm energy production from all types of renewable sources;</p> <p>2.5. Investments in the network system for hail protection;</p> <p>2.6. Investments in vine holding systems and fences;</p> <p>2.7. Investments in agricultural machinery and equipment for vineyards, plant protection machinery, fertilization, harvesting and post-harvest treatment;</p> <p>2.8. Investments for the purchase of a tractor;</p>	<p>2. Prihvatljive investicije:</p> <p>2.1. Ulaganja u podizanje/modernizaciju plantaža-zasada vinograda (konverzija, zamena) za stono i vinsko grožđe minimalne veličine 0,25 hektara;</p> <p>2.2. Ulaganja u postavljanje sistema za navodnjavanje, prema efikasnim praksama navodnjavanja;</p> <p>2.3. Ulaganja u postavljanje plast mase za stono grožđe;</p> <p>2.4. Ulaganja u proizvodnju energije na farmama iz svih vrsta obnovljivih izvora;</p> <p>2.5. Ulaganja u mrežni sistem protivgradne zaštite;</p> <p>2.6. Ulaganja u sisteme držanja vinove loze i u ogradama;</p> <p>2.7. Ulaganja u poljoprivrednu mehanizaciju i opremu za vinograde, mehanizaciju za zaštitu bilja, đubrenje, berbu i tretman posle berbe;</p> <p>2.8. Investicije za kupovinu traktora;</p>
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<p>2.9. Atyre që kanë mbi 3 hektarë sipërfaqe me vreshta u lejonet edhe aplikimi për ndërtimin e objekteve për veprimet pas vjeljes, si depo ftohëse, makineri për klasifikim, pastrim, paketim;</p> <p>3. Kriteret e përzgjedhjes për Masën 1 Investimet në asetet fizike në ekonominë bujqësore për sektorin e rrushit janë të përcaktuara në Shtojcën I Tabela 1 të këtij Udhëzimi Administrativ.</p> <p style="text-align: center;">III.VI. SEKTORI I VEZËVE</p> <p style="text-align: center;">Neni 12 Kriteret e pranueshmërisë</p> <p>1. Kriteret e veçanta të pranueshmërisë:</p> <p>1.1. Aplikuesit për investime në sektorin e vezëve, duhet të dëshmojnë posedimin e së paku 5,000 pulave vojse në prodhimtari aktive;</p> <p>1.2. Aplikuesit që aplikojnë për ndërtimin e fermës së pulave, në projektin e tyre duhet të përfshijnë edhe depon e plehut me kapacitet të mjaftueshëm për së paku 3 muaj - shiko listën e standardeve minimale kombëtare në udhëzuesin për aplikues;</p>	<p>2.9. Those who have over 3 hectares of vineyards are allowed to apply for the construction of facilities for post-harvest operations, such as refrigeration warehouses, classification machinery, cleaning, packaging.</p> <p>3. Selection criteria for Measure 1 Investments in physical assets in agricultural holdings for the grape sector are defined in Annex I Table 1 of this Administrative Instruction.</p> <p style="text-align: center;">III.VI. EGGS SECTOR</p> <p style="text-align: center;">Article 12 Eligibility criteria</p> <p>1. Special eligibility criteria:</p> <p>1.1. Applicants for investments in the egg sector must prove possession of at least 5,000 laying hens in active production;</p> <p>1.2. Applicants applying to build a poultry farm must include in their project a manure depot with sufficient capacity for at least 3 months - see the list of minimum national standards in the guide for applicants;</p>	<p>2.9. Onima koji imaju preko 3 hektara vinograda dozvoljeno je da se prijave za izgradnju objekata za posle berbe, kao što su hladnjača, klasifikacione mašine, čišćenje, pakovanje.</p> <p>3. Kriterijumi odabira za meru 1. Investicije u fizička sredstva u poljoprivrednim gazdinstvima za sektor grožđa su definisane u Aneksu I tabele 1 ovog Administrativnog uputstva.</p> <p style="text-align: center;">III.VI. SEKTOR JAJA</p> <p style="text-align: center;">Član 12 Kriterijumi prihvatljivosti</p> <p>1. Specifični kriterijumi podobnosti:</p> <p>1.1. Podnosioci zahteva za ulaganja u sektor jaja moraju dokazati posedovanje najmanje 5.000 koka nosilja u aktivnoj proizvodnji;</p> <p>1.2. Kandidati koji se prijavljuju za izgradnju živinarske farme moraju u svoj projekat uključiti depo za stajnjak sa dovoljnim kapacitetom za najmanje 3 meseca – videti listu minimalnih nacionalnih standarda u vodiču za podnosiocë prijave;</p>
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<p>1.3. Aplikuesit në sektorin e vezëve, me rastin e aplikimit duhet të shënojnë në planin e biznesit kur do të bëjnë ndërrimin e turnusit dhe sa do të zgjasë pauza pa prodhim.</p> <p>1.4. Aplikuesi duhet të dorëzoj edhe faturën e furnizimit të fundit me pula;</p> <p>1.5. Në rast të sëmundjeve të cilat dëmtojnë numër të madh të pulave, duhet të sigurohet vërtetimi i AUV.</p> <p>2. Investimet e pranueshme janë:</p> <p>2.1. Ndërtimi/rinovimi/zgjerimi i stallave dhe dhomave për ruajtjen e vezëve;</p> <p>2.2. Investimet në infrastrukturë të brendshme (sistemi i të ushqyerit, ujë-pirëset dhe pajisje për rregullimin e mikroklimës, pajisje për largimin e plehut, klasifikim të vezëve);</p> <p>2.3. Investimet në kafaze, vetëm sipas standardeve të BE-së;</p> <p>2.4. Ndërtimi dhe renovimi i depove për ruajtjen e ushqimit, përfshirë pajisjet për përgatitje të ushqimit, trajtim, paketim dhe ruajtje të vezëve;</p>	<p>1.3. Applicants in the egg sector, when applying must indicate in the business plan when they will make the change of tournament and how long the break without production will last;</p> <p>1.4. The applicant must also submit the last chicken supply invoice;</p> <p>1.5. In case of diseases which harm a large number of chickens, FVA certification must be provided.</p> <p>2. Eligible investments are:</p> <p>2.1. Construction/renovation/ expansion of stables and egg storage rooms;</p> <p>2.2. Investments in internal infrastructure (feeding system, water-drinkers and equipment for microclimate regulation, equipment for manure removal, egg classification);</p> <p>2.3. Investments in cages, only according to EU standards;</p> <p>2.4. Construction and renovation of food storage depots, including equipment for food preparation, handling, packaging and storage of eggs;</p>	<p>1.3. Kandidati u sektoru jaja, prilikom prijave moraju da navedu u poslovnom planu kada će izvršiti promenu turnusagarniture i koliko će trajati pauza bez proizvodnje;</p> <p>1.4. Podnosilac zahteva mora dostaviti i poslednju fakturu nabavke sa kokama;</p> <p>1.5. U slučaju bolesti koje štete velikom broju koka, mora se obezbediti AHV potvrda- sertifikat.</p> <p>2. Prihvatljive investicije su:</p> <p>2.1. Izgradnja / renoviranje / proširenje štale i prostorija za skladištenje jaja;</p> <p>2.2. Ulaganja u internu infrastrukturu (sistem za ishranu, pojilice i oprema za regulaciju mikroklimе, oprema za uklanjanje stajnjaka, klasifikacija jaja);</p> <p>2.3. Ulaganja u kaveze, samo po standardima EU-a;</p> <p>2.4. Izgradnja i renoviranje skladišta hrane, uključujući opremu za pripremu hrane, rukovanje, pakovanje i skladištenje jaja;</p>
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<p>2.5. Investimet në pajisje për energji ose prodhim të energjisë në fermë nga të gjitha llojet e burimeve të ripërtërishme;</p> <p>2.6. Investimet për pastrimin/largimin e plehut organik dhe deponimin e tij;</p> <p>2.7. Investimet për prodhimin e ushqimit të koncentruar, nga kapaciteti total i të cilit, së paku 50% do të përdoret për nevoja të fermës;</p> <p>3. Kriteret e përzgjedhjes për Masën 1 Investimet në asetet fizike në ekonominë bujqësore për sektorin e vezëve janë të përcaktuara në Shtojcën I Tabela 2 të këtij Udhëzimi Administrativ.</p> <p style="text-align: center;">KAPITULLI IV</p> <p style="text-align: center;">MASA 3 INVESTIMET NË ASETET FIZIKE NË PËRPUNIMIN DHE TREGTIMIN E PRODUKTEVE BUJQËSORE</p>	<p>2.5. Investments in energy equipment or on-farm energy production from all types of renewable sources;</p> <p>2.6. Investments for cleaning / disposal of manure and its disposal;</p> <p>2.7. Investments for the production of concentrated feed, of whose total capacity, at least 50% will be used for the needs of the farm.</p> <p>3. Selection criteria for Measure 1 Investments in physical assets in agricultural holdings for the egg sector are defined in Annex I Table 1 of this Administrative Instruction.</p> <p style="text-align: center;">CHAPTER IV</p> <p style="text-align: center;">MEASURE 3 INVESTMENTS IN PHYSICAL ASSETS IN PROCESSING AND TRADING OF AGRICULTURAL PRODUCTS</p>	<p>2.5. Ulaganja u energetsku opremu ili proizvodnju energije na farmi iz svih vrsta obnovljivih izvora;</p> <p>2.6. Ulaganja u čišćenje/odlaganje stajnjaka i njegovo odlaganje;</p> <p>2.7. Investicije za proizvodnju koncentrovane stočne hrane, čiji će ukupni kapacitet najmanje 50% biti iskorišćen za potrebe farme.</p> <p>3. Kriterijumi odabira za meru 1. Investicije u fizička sredstva u poljoprivrednim gazdinstvima za sektor jaja su definisane u Aneksu I tabele 2 ovog Administrativnog uputstva.</p> <p style="text-align: center;">POGLAVLE IV</p> <p style="text-align: center;">MERA 3 ULAGANJA U FIZIČKOJ IMOVINI U PRERADI I PROMETU POLJOPRIVREDNIH PROIZVODA</p>
<p style="text-align: center;">Neni 13 Përfituesit</p> <p>1. Përfituesit përfundimtarë:</p> <p>1.1. Përfitues mund të jenë ndërmarrjet përpunuese të prodhimeve bujqësore të regjistruara në Agjencinë për Regjistrimin e</p>	<p style="text-align: center;">Article 13 Beneficiaries</p> <p>1. Final beneficiaries:</p> <p>1.1. Beneficiaries may be agricultural processing enterprises registered with the Kosovo Business Registration Agency</p>	<p style="text-align: center;">Član 13 Korisnici</p> <p>1. Krajnji-konačni korisnici:</p> <p>1.1. Korisnici mogu biti poljoprivredna prerađivačka preduzeća registrovana u Kosovskoj agenciji za registraciju</p>

<p>Bizneseve të Kosovës së paku 5 vite në nën-sektorin përkatës ,dhe të aprovuara/regjistruar nga AUV-i së paku 5 vite para datës së aplikimit.</p> <p>1.2. Ky kriter për Pika grumbulluese/depo është 2 vite i regjistruar nga AUV dhe 2 vite i regjistruara në Agjencinë për Regjistrimin e Bizneseve të Kosovës me aktivitetin përkatës.</p> <p>1.3. Aplikuesi në sektorin e verës, duhet të jenë të regjistruar edhe në Regjistrin e Prodhuesve të Verës në Kosovë.</p> <p>1.4. Aplikuesi nuk mund të përfitoj një projekt nëse është në kundërshtim me Ligjin Nr.06/L-011 për Parandalimin e Konfliktit të Interesit në Ushtrimin e Funksonit Publik dhe Ligjin 03/L-149 për Shërbimin Civil të Republikës së Kosovës;</p> <p>1.5. Të gjithë përfituesit e projekteve të zhvillimit rural obligohen t'i mirëmbajnë investimet e tyre sipas projektit të miratuar gjatë tri (3) vjetëve pas datës së ekzekutimit të pagesës, aq sa zgjatë periudha monitoruese;</p> <p>1.6. Nëse nuk i mirëmban investimet, përfituesi obligohet ta kthejë shumën e financuar të përkrahjes publike;</p>	<p>for at least 5 years in the relevant sub-sector, and approved / registered by the FVA at least 5 years before the date of application;</p> <p>1.2. This criterion for collection point / warehouse is 2 years registered by the FVA and 2 years registered with the Kosovo Business Registration Agency with the respective activity;</p> <p>1.3 Applicants in the wine sector must also be registered in the Register of Wine Producers in Kosovo;</p> <p>1.4. The applicant may not benefit from a project if it is contrary to Law No. 06 / L-011 on Prevention of Conflict of Interest in Exercising Public Function and Law 03 / L-149 on Civil Service of the Republic of Kosovo;</p> <p>1.5. All beneficiaries of rural development projects are obliged to maintain their investments according to the approved project during three (3) years after the date of execution of the payment, as long as the monitoring period lasts</p> <p>1.6. If it does not maintain the investments, the beneficiary is obliged to return the financed amount of public support;</p>	<p>poslovanja najmanje 5 godina u relevantnom podsektoru, i odobrena/ registrovana od strane AHV najmanje 5 godina pre datuma podnošenja zahteva;</p> <p>1.2. Ovaj kriterijum za sabirno mesto/skladište je 2 godine registrovano od strane AHV-a i 2 godine registrovano u Kosovskoj agenciji za registraciju poslovanja za relevantnu delatnost;</p> <p>1.3 Podnosioci zahteva u sektoru vina takođe moraju biti registrovani u registru proizvođača vina na Kosovu;</p> <p>1.4 Podnosilac zahteva ne može imati koristi od projekta ako je u suprotnosti sa Zakonom br.06/L-011 o sprečavanju sukoba interesa u vršenju javnih funkcija i Zakonom 03/L-149 za civilnu službu Republike Kosovo;</p> <p>1.5. Svi korisnici projekata ruralnog razvoja dužni su da održavaju svoje investicije u skladu sa odobrenim projektom tokom tri (3) godine nakon datuma izvršenja uplate, sve dok traje period praćenja;</p> <p>1.6. Ukoliko ne održava investicije, korisnik je dužan da vrati finansirani iznos javne podrške;</p>
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<p>1.7. Të gjithë përfituesit e projekteve të zhvillimit rural pas finalizimit të investimeve duhet të kenë projektin funksional sipas planit të biznesit, PZHR dhe kritereve të këtij Udhezimi Administrativ;</p> <p>1.8. Kërkesa për pagesë refuzohet për projekte të cilat nuk kanë finalizuar ndonjë aktivitet për të cilin është poentuar gjatë procesit të vlerësimit.</p> <p>2. Kriteret e përbashkëta të pranueshmërisë</p> <p>Të gjithë aplikuesit e kësaj mase duhet të jenë të regjistruar në Regjistrin e Fermës.</p> <p>2.1. Llojet e ndërmarrjeve të përkrahura:</p> <p>Të gjithë aplikuesit e kësaj mase duhet të jenë të regjistruar në Regjistrin e Fermës dhe në ARBK. Kjo masë përkrah ndërmarrjet e vogla dhe të mesme, të përcaktuara në bazë të Ligjit NR.04/L-220 Për Investime të huaja , (gazeta Zyrtare Nr1/09 Janar 2014).</p> <p>2.2. Standardet Kombëtare</p> <p>2.2.1. Ndërmarrja duhet të demonstrojë qartë planin e investimeve në biznes plan të cilat do të ndikojnë në zbatimin e</p>	<p>1.7. All beneficiaries of rural development projects after the finalization of investments must have a functional project according to the business plan, RDP and the criteria of this Administrative Instruction;</p> <p>1.8. The request for payment is rejected for projects which have not finalized any activity for which it was scored during the evaluation process.</p> <p>2. Common eligibility criteria</p> <p>All applicants for this measure must be registered in the Farm Register.</p> <p>2.1. Types of supported companies:</p> <p>All applicants for this measure must be registered in the Farm Register and in KBRA. This measure supports small and medium enterprises, according to Law no. 04 / L-220 On Foreign Investments, (Official Gazette No.1 / 09 January 2014).</p> <p>2.2. National standards</p> <p>2.2.1. The enterprise must clearly demonstrate the investment plan in the business plan which will affect the</p>	<p>1.7. Svi korisnici projekata ruralnog razvoja nakon završetka investicija moraju imati funkcionalan projekat prema poslovnom planu, PRR i kriterijumima ovog Administrativnog uputstva;</p> <p>1.8. Zahtev za isplatu se odbija za projekte koji nisu završili nijednu aktivnost za koju je ocenjen tokom procesa ocene-evaluacije.</p> <p>2. Zajednički kriterijumi podobnosti</p> <p>Svi podnosioci zahteva ove mere treba da budu registrovani u registar poljoprivrednih gazdinstava.</p> <p>2.1. Vrste podržanih preduzeća:</p> <p>Svi podnosioci zahteva za ovu meru moraju da budu registrovani u registru poljoprivrednih gazdinstava i u KBRA. Ova mera podržava mala i srednja preduzeća definisana u skladu sa Zakonom br.04/L-220 O stranim ulaganjima, (Službeni list br.1/09. januar 2014.).</p> <p>2.2. Nacionalni standardi</p> <p>2.2.1. Preduzeće mora jasno da demonstrira poslovni plan u investicioni plan koji će uticati na</p>
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<p>standardeve të sigurisë së ushqimit dhe uljen e rrezikshmërisë sipas kategorizimeve;</p> <p>2.2.2. Para paraqitjes së kërkesës për pagesë në AZHB, secili projekt duhet të vlerësohet nga AUV nëse janë plotësuar standardet kryesore kombëtare sipas ligjeve në fuqi;</p> <p>2.2.3. Përfituesit së bashku me kërkesën për pagesë dhe dokumente tjera, duhet të sigurojnë Raportin të bashkëngjitur me Listat e kontrollit nga AUV-i që konfirmon se investimi është në përputhje me standardet kombëtare;</p> <p>2.2.4. E gjithë ndërmarrja përfituese në fund të zbatimit duhet të përmbushë standardet kombëtare sipas ligjeve në fuqi;</p> <p>2.2.5. Aplikuesit duhet të kenë Raportin/procesverbalin (jo me të vjetër se gjashtë muaj) të lëshuar nga AUV për gjendjen ekzistuese të operatorit dhe cilat standarde duhet t' i plotësoj;</p> <p>2.2.6. Konform kërkesave të AUV-it për përmirësimin e standardeve në planin e biznesit duhet të përmbajë një përshkrim të hollësishëm të investimeve dhe aktiviteteve të planifikuara;</p>	<p>implementation of food safety standards and reduce risk by categorization;</p> <p>2.2.2. Before submitting a request for payment to ADA, each project must be evaluated by the FVA if the main national standards are met according to applicable laws;</p> <p>2.2.3. Beneficiaries together with the request for payment and other documents, must provide the Report attached to the Checklists by the FVA confirming that the investment is in line with national standards;</p> <p>2.2.4. The entire beneficiary enterprise at the end of implementation must meet national standards according to applicable laws;</p> <p>2.2.5. Applicants must have the Report / minutes (not older than six months) issued by the FVA for the existing situation of the operator and what standards I must meet;</p> <p>2.2.6. In accordance with the requirements of the FVA for the improvement of standards in the business plan should contain a detailed description of investments and planned activities;</p>	<p>primenu standarda bezbednosti hrane i smanjenje rizika prema kategorizacijama;</p> <p>2.2.2. Pre podnošenja zahteva za plaćanje u ARP, svaki projekat mora biti ocenjen od strane AHV-a da li su ispunjeni glavni nacionalni standardi u skladu sa važećim zakonima;</p> <p>2.2.3. Korisnici zajedno sa zahtevom za isplatu i drugim dokumentima, moraju dostaviti Izveštaj priložen uz kontrolne liste od strane AHV koji potvrđuje da je investicija u skladu sa nacionalnim standardima;</p> <p>2.2.4. Celokupno preduzeće korisnik na kraju implementacije mora ispuniti nacionalne standarde u skladu sa važećim zakonima;</p> <p>2.2.5. Podnosioci zahteva moraju imati Izveštaj/zapisnik (ne stariji od šest meseci) izdat od strane AHV-a za postojeće stanje operatera i koje standarde treba da ispuni;</p> <p>2.2.6. U skladu sa zahtevima AHV za unapređenje standarda u biznis planu treba da sadrži detaljan opis investicija i planiranih aktivnosti;</p>
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<p>2.2.7. Para kërkesë përfundimtare për pagesë në AZHB, investimi i mbështetur duhet të plotësojë standardet kombëtare relevante në fuqi që ndërlidhen me mbrojtjen e mjedisit, shëndetin publik, mirëqenien e kafshëve dhe sigurinë në punë.</p> <p>2.3. Qëndrueshmëria ekonomike e ndërmarrjes</p> <p>2.3.1. Qëndrueshmëria ekonomike e aplikusit duhet të demonstrohet me anë të një plani biznesi;</p> <p>2.3.2. Të gjithë aplikuesit duhet të paraqesin një plan biznesi, në përputhje me modelin e kërkuar nga Agjencia për Zhvillimin e Bujqësisë;</p> <p>2.3.3. Aplikuesi duhet të demonstrojë në planin e biznesit qëndrueshmërinë ekonomike të ndërmarrjes në fund të realizimit të projektit;</p> <p>2.3.4. Ndërmarrja duhet të demonstrojë se ajo mund t'i kryejë detyrimet dhe borxhet rregullisht, pa vënë në rrezik funksionimin normal të ndërmarrjes;</p> <p>2.3.5. Plani i biznesit duhet të përmbajë një përshkrim të hollësishëm të investimeve dhe aktiviteteve të planifikuara, konform kërkesave të AUV-it për përmirësimin e standardeve;</p>	<p>2.2.7. Prior to the final ADA payment requirement, the supported investment must meet the relevant national standards in force relating to environmental protection, public health, animal welfare and safety at work.</p> <p>2.3. Economic viability of the enterprise</p> <p>2.3.1. The economic viability of the applicant must be demonstrated by means of a business plan;</p> <p>2.3.2. All applicants must submit a business plan, in accordance with the model required by the Agricultural Development Agency;</p> <p>2.3.3. The applicant must demonstrate in the business plan the economic viability of the enterprise at the end of the project;</p> <p>2.3.4. The enterprise must demonstrate that it can perform its obligations and debts regularly, without compromising the normal functioning of the enterprise;</p> <p>2.3.5. The business plan should contain a detailed description of investments and planned activities, in accordance with the requirements of the FVA for the improvement of standards;</p>	<p>2.2.7. Pre konačne prijave za isplatu u ARP, podržana investicija mora da ispuni relevantne nacionalne standarde na snazi koji se odnose na zaštitu životne sredine, javno zdravlje, dobrobit životinja i bezbednost na radu.</p> <p>2.3. Ekonomska održivost preduzeća</p> <p>2.3.1. Ekonomska održivost podnosioca zahteva mora biti dokazana putem poslovnog plana;</p> <p>2.3.2. Svi podnosioci zahteva moraju dostaviti biznis plan, u skladu sa modelom koji zahteva Agencija za razvoj poljoprivrede;</p> <p>2.3.3. Podnosilac prijave mora da pokaže u poslovnom planu ekonomsku održivost preduzeća na kraju realizacije projekta;</p> <p>2.3.4. Preduzeće mora pokazati da može redovno da izvršava svoje obaveze i dugove, bez ugrožavanja normalnog funkcionisanja preduzeća;</p> <p>2.3.5. Poslovni plan treba da sadrži detaljan opis investicija i planiranih aktivnosti, u skladu sa zahtevima AHV za unapređenje standarda;</p>
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<p>2.3.6. Plani i biznesit duhet të tregojë se në çfarë mënyre zbatimi i projektit do të çojë në përmirësimin e performancës së përgjithshme të ndërmarrjes agro-shqimore përmes prezantimit të perspektivës së qëndrueshmërisë financiare/ekonomike.</p> <p>2.3.7. Vlerësimi i qëndrueshmërisë financiare / ekonomike dhe perspektiva e vazhdimësisë së investimeve vlerësohet nga AZHB-ja, për të siguruar zgjedhjen e projekteve me cilësi më të lartë për sa i përket qëndrueshmërisë financiare/ ekonomike;</p> <p>2.3.8. Modeli për planin e biznesit përgatitet nga AZHB-ja dhe të do publikohet në web-faqen e Agjencisë dhe MBPZHR-së. Të gjithë aplikuesit duhet të paraqesin një plan biznesi, në përputhje me modelin e kërkuar nga Agjencia për Zhvillimin e Bujqësisë.</p>	<p>2.3.6. The business plan should show how the project implementation will lead to the improvement of the overall performance of the agri-food enterprise by presenting the perspective of financial / economic sustainability;</p> <p>2.3.7. The assessment of financial / economic viability and the prospect of continued investment is assessed by ADA, to ensure the selection of projects of the highest quality in terms of financial / economic viability;</p> <p>2.3.8. The business plan template is prepared by ADA and will be published on the websites of the Agency and MAFRD. All applicants must submit a business plan, in accordance with the model required by the Agricultural Development Agency.</p>	<p>2.3.6. Poslovni plan treba da pokaže kako će implementacija projekta dovesti do poboljšanja ukupnog učinka poljoprivredno-prehrambenog preduzeća predstavljanjem perspektive finansijske / ekonomske održivosti;</p> <p>2.3.7. Procenu finansijske/ekonomske održivosti i perspektive kontinuiteta ulaganja ocenjuje se od ARP-a, kako bi se obezbedio izbor projekata najvišeg kvaliteta u smislu finansijske/ ekonomske održivosti;</p> <p>2.3.8. Model biznis plana priprema ARP i biće objavljen na sajtovima Agencije i MPŠRR-a. Svi aplikanti moraju dostaviti biznis plan, u skladu sa modelom koji zahteva Agencija za razvoj poljoprivrede.</p>
<p>3. Kriteret tjera të pranueshmërisë</p> <p>3.1. Në rastin e projekteve të ndërtimit / rinovimit / zgjerimit, aplikuesit me rastin e aplikimit duhet t'i dorëzojnë:</p> <p>3.1.1. Certifikatën e pronësisë (Fletën poseduese) të parcelës në të cilën do të bëhet investimi;</p>	<p>3. Other eligibility criteria</p> <p>3.1. In the case of construction/ renovation / expansion projects, applicants upon application must submit:</p> <p>3.1.1. Certificate of ownership (Possession List) of the parcel in which the investment will be made;</p>	<p>3. Drugi kriterijumi podobnosti</p> <p>3.1. U slučaju projekata izgradnje / renoviranja / proširenja, aplikanti prilikom prijave treba dostaviti:</p> <p>3.1.1. Sertifikat - potvrda o vlasništvu (posedovni list) parcele u koju će se investirati;</p>

<p>3.1.2. Në rast se toka ose objekti është marrë me qira, kontratën e noterizuar të qirasë për së paku 10 vjet duke llogaritur nga viti i aplikimit.</p> <p>3.1.3. Kontrata duhet të përmbajë edhe pëlqimin e pronarit (qiradhënësit për investimin që do të bëhet në tokën ose objektin e tij. Pëlqimi mundet të jetë pjesë e kontratës së qiramarrjes ose i ndarë veçmas;</p> <p>3.1.4. Kopjen e planit të parcelës ku do të bëhet investimi;</p> <p>3.1.5. Kopjen e skicave të objektit;</p> <p>3.1.6. Aplikuesi që aplikon në investimet për menaxhimin e mbetjeve dhe menaxhimin e ujrave të shkarkuara në rastin e aplikimit të sjellin projekt ideor me paramasa dhe parallogaritje;</p> <p>3.1.7. Parallogaria e shpenzimeve të materialit dhe të punëve të parapara;</p>	<p>3.1.2. In case the land or object is leased, the notarized lease contract for at least 10 years counting from the year of application;</p> <p>3.1.3. The contract must also contain the consent of the owner (lessor for investment to be made in his land or building. The consent can be part of the lease contract or separate;</p> <p>3.1.4. Copy of the plot plan where the investment will be made;</p> <p>3.1.5. Copy of sketches of the object;</p> <p>3.1.6. The applicant who applies for investments in waste management and wastewater management in the case of application to bring a conceptual design with pre-measures and pre-calculations;</p> <p>3.1.7. Estimate of material costs and foreseen works;</p>	<p>3.1.2. U slučaju da se zemljište ili objekat daju u zakup, overen ugovor o zakupu na najmanje 10 godina računajući od godine podnošenja zahteva;</p> <p>3.1.3. Ugovor takođe mora da sadrži saglasnost vlasnika (zakupodavac za ulaganje u njegovo zemljište ili zgradu). Saglasnost može biti deo ugovora o zakupu ili odvojena;</p> <p>3.1.4. Kopija plana parcele na kojoj će se izvršiti investicija;</p> <p>3.1.5. Kopija skica objekta;</p> <p>3.1.6. Podnosilac zahteva koji aplicira za investicije za upravljanje otpadom i otpadnim vodama u slučaju prijave da donese idejni projekat sa predmerama i predračunima;</p> <p>3.1.7. Predračun troškova materijala i predviđenih radova;</p>
<p>3.1.8. Pëlqimin nga organi kompetent (Komuna) për leje të ndërtimit, në rastet e projekteve të ndërtimit / zgjerimit, por jo në rastet e projekteve të rinovimit;</p>	<p>3.1.8. Consent from the competent body (Municipality) for construction permits, in cases of construction / expansion projects, but not in cases of renovation projects;</p>	<p>3.1.8. Saglasnost nadležnog organa (Opštine) za građevinske dozvole, u slučaju projekata izgradnje/proširenja, ali ne u slučaju projekata renoviranja;</p>

<p>3.1.9. Nëse toka ose ndonjë pronë tjetër në të cilën do të bëhet investimi është në bashkëpronësi aplikuesi duhet të sjellë pëlqimin e bashkëpronarëve edhe kopjet e letërnjoftimeve;</p> <p>3.1.10. Në rast të ndërtimit / rinovimit / zgjerimit, aplikuesit duhet ta dorëzojnë edhe projektin teknik të planit të ndërtimit / rinovimit / zgjerimit.</p> <p>3.1.11. Te gjithë aplikuesit duhet t'i kenë të shlyera ose të rregulluara detyrimet tatimore, tatimin në të ardhura dhe tatimet e tjera të aplikueshme;</p> <p>3.1.12. Toka nën hipotekë nuk është e pranueshme për investim, qoftë në pronësi apo e marrë me qira.</p>	<p>3.1.9. If the land or any other property on which the investment will be made is in joint ownership, the applicant must bring the consent of the co-owners and copies of ID cards;</p> <p>3.1.10. In case of construction / renovation / expansion, applicants must also submit the technical design of the construction / renovation / expansion plan;</p> <p>3.1.11. All applicants must have paid or adjusted tax liabilities, income taxes and other applicable tax;</p> <p>3.1.12. Mortgage land is not eligible for investment, whether owned or leased.</p>	<p>3.1.9. Ukoliko je zemljište ili bilo koja druga imovina na kojoj će se investirati u zajedničkom vlasništvu, podnosilac zahteva mora da donese saglasnost suvlasnika i kopije licne karte;</p> <p>3.1.10. U slučaju izgradnje / renoviranja / proširenja, podnosioci zahteva moraju dostaviti i tehnički projekat plana izgradnje / renoviranja / proširenja;</p> <p>3.1.11. Svi podnosioci zahteva moraju platiti svoje poreske obaveze ili rgulisati, porez na dobit preduzeća i druge primenjive poreze;</p> <p>3.1.12. Zemljište pod hipotekom nije prihvatljivo za ulaganje, bilo da je u vlasništvu ili pod zakup.</p>
<p>4. Para kërkesës për pagesë në Agjencinë për Zhvillimin e Bujqësisë, përfituesi duhet të dorëzojë:</p> <p>4.1. Lejen për ndërtim nga organi kompetent (Komuna), nuk kërkohet për projektet e rinovimit;</p> <p>4.2. Vlerësimin e ndikimit në mjedis, nëse është paraparë me ligj;</p>	<p>4. Whereas, before requesting payment to the Agricultural Development Agency, the beneficiary must submit:</p> <p>4.1. Construction permit from the competent body (Municipality). Permission is not required for renovation projects;</p> <p>4.2. Environmental impact assessment, if provided by law;</p>	<p>4. Dok, pre zahteva za isplatu u Agenciji za razvoj poljoprivrede, korisnik mora da dostavi:</p> <p>4.1. Građevinska dozvola od nadležnog organa (Opštine). Dozvola nije potrebna za projekte renoviranja;</p> <p>4.2. Procena uticaja na životnu sredinu, ako je predviđena po zakonu;</p>

<p>5. Përfituesit nuk mund t'i jepet një projekt i ri nëse projektet e mëparshme nuk janë përfunduar në përputhje me kontratën e nënshkruar me AZHB-në;</p> <p>5.1. Projektet e financuara nga Programi i Zhvillimit Rural 2022 nuk bën të jenë të financuara edhe nga Zyra e BE-së në Kosovë apo ndonjë donator tjetër publik vendor ose ndërkombëtar.</p> <p>5.2. Në rast se përfituesi ka përfunduar përkrahje për projektin e njëjtë edhe nga ndonjë donator tjetër, atij nuk i jepet përkrahja ose nëse e ka marrë atë, ai do të detyrohet t'i kthejë mjetet e marra, si dhe ndaj tij do të zbatohen masat ndëshkimore në përputhje me legjislacionin në fuqi.</p> <p>5.3. Aplikuesit nuk mund t'i jepet një projekt i ri nëse nuk e ka përfunduar investimin paraprak. Nëse përfituesi potencial ka qenë paraprakisht përfitues i ndonjë projekti nga MBPZHR në 3 vitet e fundit dhe ndodhet në periudhën monitoruese, para nënshkrimit të kontratës së re me AZHB-në duhet të behet një kontroll në mënyrë që të behet verifikimi i projektit të mëparshme. Nëse projekti nuk është mirëmbajtur dhe /ose nuk është funksional nuk mund të lidhet kontrata e re.</p>	<p>5. A new project may not be awarded to the Beneficiary if the previous projects have not been completed in accordance with the contract signed with ADA;</p> <p>5.1. Projects funded by the Rural Development Program 2022 do not have to be funded by the EU Office in Kosovo or any other local or international public donor;</p> <p>5.2. In case the beneficiary has received support for the same project from another donor, he is not given the support or if he has received it, he will be obliged to return the funds received, and the measures will be applied to him punitive in accordance with applicable law;</p> <p>5.3. An applicant may not be granted a new project unless he has completed the prior investment. If the potential beneficiary has previously been a beneficiary of a project from MAFRD in the last 3 years and is in the monitoring period, before signing the new contract with ADA, a check should be made in order to verify the previous project. If the project is not maintained and / or is not functional, a new contract cannot be concluded.</p>	<p>5. Korisniku se ne može dodeliti novi projekat ako prethodni projekti nisu završeni u skladu sa ugovorom potpisanim sa ARP;</p> <p>5.1. Projekti finansirani od strane Programa ruralnog razvoja 2022 ne moraju da budu finansirani od strane Kancelarije EU-a na Kosovu ili bilo kog drugog lokalnog ili međunarodnog javnog donatora;</p> <p>5.2. Ukoliko je korisnik dobio podršku za isti projekat od drugog donatora, neće mu biti data podrška ili ako ju je dobio biće prinuđen da vrati primljena sredstva i prema njemu će se primeniti kaznene mere u skladu sa važećim zakonodavstvom;</p> <p>5.3. Aplikantu se ne može odobriti novi projekat osim ako nije završio prethodnu investiciju. Ukoliko je potencijalni korisnik prethodno bio korisnik projekta iz MPŠRR u poslednje 3 godine i nalazi se u periodu praćenja, pre potpisivanja novog ugovora sa ARP, treba izvršiti proveru da bi se verifikovao prethodni projekat. Ukoliko se projekat ne održava i/ili nije funkcionalan, ne može se zaključiti novi ugovor.</p>
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<p>5.4. Të gjithë përfituesit, të cilët në planin e tyre të biznesit kanë deklaruar se do të krijojnë vende të reja të punës dhe për këtë kanë fituar pikë gjatë vlerësimit, duhet t'i krijojnë ato dhe të dëshmojnë me pagesën e kontributit pensional dhe tatimit në paga duke filluar së paku nga muaji i fundit para kërkesës për pagesën e fundit. Përfituesit janë të obliguar t'i mbajnë këto vende pune të plotësuar me punëtorë me orar të plotë për 3 vjet, aq sa zgjatë periodha monitoruese;</p>	<p>5.4. All beneficiaries, who in their business plan have stated that they will create new jobs and for this have earned points during the evaluation, must create them and prove by paying the pension contribution and tax in salary starting at least from the last month before the request for the last payment. Beneficiaries are required to hold these vacancies filled with full-time employees for 3 years, as long as the monitoring period lasts;</p>	<p>5.4. Svi korisnici, koji su u svom poslovnom planu naveli da će otvarati nova radna mesta i za to su zaradili bodove tokom ocenjivanja, moraju ih otvoriti i dokazati uplatom penzijskog doprinosa i poreza na zaradu počev od poslednjeg meseca pre zahtev za poslednju uplatu. Korisnici su dužni da ova slobodna radna mesta budu popunjena zaposlenima sa punim radnim vremenom 3 godine, koliko traje period praćenja;</p>
<p>6. Investimet e përbashkëta te pranueshmerisë</p> <p>6.1. Investimet e pranueshme janë të kufizuara në ato që janë përfshirë në Listën e Investimeve për Masën 3.</p> <p>6.2. Ndërtimi / rindërtim / zgjerimi i objekteve;</p> <p>6.3. Blerja e makinerive dhe e pajisjeve të reja, duke përfshirë programe kompjuterike të nevojshme për funksionimin e linjave të prodhimit apo funksioneve të tjera primare që ndërlidhen me aktivitetet kryesore të ndërmarrjes;</p> <p>6.4. Investimet në përpunimin e qumështit, mishit, pemëve dhe të perimeve, si dhe prodhimin të verës, përfshirë edhe investimet e marketingut për promovimin e tyre;</p>	<p>6. Common eligibility investments</p> <p>6.1. Eligible investments are limited to those included in the Investment List for Measure 3.</p> <p>6.2. Construction / reconstruction / expansion of facilities;</p> <p>6.3. Purchase of new machinery and equipment, including software necessary for the operation of production lines or other primary functions related to the main activities of the enterprise;</p> <p>6.4. Investments in the processing of milk, meat, fruits and vegetables, as well as wine production, including marketing investments for their promotion</p>	<p>6. Zajednička prihvatljiva ulaganja</p> <p>5.1 Prihvatljive investicije su ograničene na one koje su uključene na Listu ulaganja za Meru 3.</p> <p>6.2. Izgradnja/rekonstrukcija/proširenje objekata;</p> <p>6.3. Kupovina novih mašina i opreme, uključujući kompjuterski softver neophodan za rad proizvodnih linija ili drugih primarnih funkcija u vezi sa glavnim aktivnostima preduzeća;</p> <p>6.4. Ulaganja u preradu mleka, mesa, voća i povrća, kao i proizvodnju vina, uključujući marketinške investicije za njihovu promociju;</p>

<p>6.5. Shpenzimet e pranueshme të marketingut për të gjitha nën masat e Masës 3 janë: përgatitja dhe shtypja e katalogëve, fletëpalosjeve, broshurave, posterëve etj, për promovimin e produkteve, por jo edhe për shpërndarjen e tyre. Po ashtu, shpenzimet e pranueshme të marketingut janë edhe prodhimi i audio dhe video-spotëve promovuese, por jo edhe shpërndarja e tyre mediale;</p>	<p>6.5. Eligible marketing expenses for all sub-measures of Measure 3 are: preparation and printing of catalogs, leaflets, brochures, posters, etc., for the promotion of products, but not for their distribution. Also, eligible marketing expenses are the production of promotional audio and video spots, but not their media distribution;</p>	<p>6.5. Prihvatljivi marketinški troškovi za sve podmere Mere 3 su: priprema i štampanje kataloga, letaka, brošura, postera itd. za promociju proizvoda, ali ne i za njihovu distribuciju. Takođe, prihvatljivi troškovi marketinga su proizvodnja promotivnih audio i video spotova, ali ne i njihova medijska distribucija;</p>
<p>6.6. Vlera maksimale e shpenzimeve të pranueshme për marketing është e kufizuar në 5% të totalit të shpenzimeve të pranueshme, por jo më shumë se dhjetmijë (10,000) €;</p>	<p>6.6. The maximum value of eligible marketing expenses is limited to 5% of the total eligible expenses, but not more than ten thousand (10,000) €;</p>	<p>6.6. Maksimalna vrednost prihvatljivih troškova marketinga je ograničena na 5% od ukupnih prihvatljivih troškova, ali ne više od deset hiljada (10,000) €;</p>
<p>6.7. Shpenzimet e tjera të ndërlidhura me projektin, siç janë: shpenzimet për arkitekt, për inxhinier dhe shpenzimet për studime parapake, si dhe nxjerrja e dokumenteve dhe lejeve relevante janë të pranueshme deri në 7% të shpenzimeve të pranueshme por jo më shumë se pesëmbëdhjetmijë (15,000) €, kurse shpenzimet për përgatitjen e planit të biznesit janë të pranueshme deri në 3% të shpenzimeve të pranueshme për projekt, por jo më shumë se pesëmijë (5,000) €;</p>	<p>6.7. Other costs related to the project, such as: costs for architect, engineer and costs for preliminary studies, as well as the issuance of relevant documents and permits are eligible up to 7% of eligible costs but not more than fifteen thousand (15,000) €, while the costs for the preparation of the business plan are eligible up to 3% of the eligible costs for the project, but not more than five thousand (5,000) €;</p>	<p>6.7. Ostali troškovi u vezi sa projektom, kao što su: troškovi za arhitektu, inženjera i troškovi za prethodne studije, kao i izdavanje relevantnih dokumenata i dozvola su prihvatljivi do 7% prihvatljivih troškova ali ne više od petnaest hiljada (15.000) €, dok su troškovi za izradu biznis plana prihvatljivi do 3% prihvatljivih troškova za projekat, ali ne više od pet hiljada (5.000) €;</p>
<p>6.8. Shpenzimet administrative, edhe pse ndodhin para nënshkrimit të kontratës, janë të pranueshme vetëm në qoftë se projekti është përzgjedhur dhe është kontraktuar nga Agjencia për Zhvillimin e Bujqësisë;</p>	<p>6.8. Administrative costs, although incurred prior to the signing of the contract, are eligible only if the project has been selected and contracted by the Agricultural Development Agency;</p>	<p>6.8 Administrativni troškovi, iako su nastali pre potpisivanja ugovora, prihvatljivi su samo ako je projekat odabran i ugovoren od strane Agencije za razvoj poljoprivrede;</p>

<p>7. Investment në prodhimin e energjisë së ripërtitshme:</p> <p>7.1. Në kuadër të këtij investimi mbështete prodhimi i energjisë elektrike nga burimet ripërtitshme për "vetë-konsum". (d.m.th. kapacitete prodhues i energjisë e huazuar/depozituar në rrjet është mesatarisht e barabartën me energjinë elektrike të shpenzuar gjatë vitit). Kjo justifikohet me faktin se, meqenëse energjia elektrike nuk mund të ruhet, ajo nëse nuk harxhohet, mund të lëshohet në rrjet; rrjeti i energjisë elektrike mund të konceptohet si një vend depozitimi për energjinë elektrike ku futet dhe tërhiqet gjatë vitit në sasi të ngjashme dhe me një ritëm të ndryshëm.</p> <p>7.2. Koncepti i "vetë-konsumit" duhet të kontrollohet në fazën në të cilën paraqitet / vlerësohet një projekt. Investimi konsiderohet i pranueshëm kur kapaciteti (teorik) i energjisë i impiantit të energjisë së ripërtitshme ("investimi") nuk tejkalon 120% të konsumit mesatar prej 3 vjetësh të ndërmarrjes;</p> <p>8. Shkalla e përkrahjes publike</p> <p>8.1. Vlera minimale e shpenzimeve të pranueshme për projekt brenda kësaj mase është 30.000 €;</p>	<p>7. Investment in renewable energy production:</p> <p>7.1. This investment supported the production of electricity from renewable sources for "self-consumption". (i.e. the capacity of energy borrowed / stored in the grid is on average equal to the electricity consumed during the year). This is justified by the fact that, since electricity cannot be stored, it can, if not consumed, be released into the grid; The electricity grid can be conceived as a storage site for electricity where it is introduced and withdrawn during the year in similar quantities and at different rates.</p> <p>7.2. The concept of "self-consumption" should be checked at the stage where a project is presented / evaluated. The investment is considered eligible when the (theoretical) energy capacity of the renewable energy plant ("investment") does not exceed 120% of the average 3-year consumption of the enterprise;</p> <p>8. Level of public support</p> <p>8.1. The minimum amount of eligible project costs within this measure is € 30.000;</p>	<p>7. Ulaganje u proizvodnju obnovljive energije:</p> <p>7.1. Ova investicija je podržala proizvodnju električne energije iz obnovljivih izvora za "samopotrošnju". (tj. kapacitet pozajmljene / uskladištene energije u mreži je u proseku jednak utrošenoj električnoj energiji tokom godine). Ovo se opravdava činjenicom da, pošto se električna energija ne može skladištiti, može, ako se ne potroši, pustiti u mrežu; Električna mreža se može zamisliti kao skladište električne energije gde se ona uvodi i povlači tokom godine u sličnim količinama i s jednim drugim ritmom.</p> <p>7.2. Koncept "samopotrošnje" treba proveriti u fazi u kojoj je predstavljen/ocenjen u projektu. Investicija se smatra prihvatljivom kada (teoretski) energetska kapacitet postrojenja za obnovljivu energiju ("investicija") ne prelazi 120% prosečne trogodišnje potrošnje preduzeća;</p> <p>8. Stepen javne podrške</p> <p>8.1. Minimalni iznos prihvatljivih troškova projekta u okviru ove mere je 30.000 €;</p>
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<p>8.2. Vlera maksimale e shpenzimeve të pranueshme për projekt brenda kësaj mase është 400,000 €;</p> <p>8.3. Përkrahja publike është 50% e shpenzimeve të pranueshme të investimit;</p> <p>8.4. Pjesa për Masën 3 bëhet në dy këste, pjesa e parë e përkrahjes publike në vlerë prej 50% bëhet në formë të paradhënies pas nënshkrimit të kontratës me përfituesin, me kusht të sigurimit të garancionit bankar, ndërsa pjesa tjetër e mbetur prej 50%, paguhet pas verifikimit të përfundimit të investimit të përgjithshëm;</p> <p>8.5. Garancioni bankar duhet të sigurohet vetëm për paradhënien prej 50% të përkrahjes publike;</p> <p>8.6. Garancioni bankar duhet të sigurohet për periudhën kohore deri sa të realizohet pjesa e fundit nga AZHB-ja, respektivisht deri te vendimi i fundit nga komisioni i ankesave. Çdo kërkesë për afat shtesë duhet të mbulohet me garancion bankar.</p> <p>8.7. Ndihma maksimale publike për periudhën e zbatimit të draft programit për bujqësi dhe zhvillim rural 2021-2027 për Masën 3 është tetqind mijë (800.000) € për përfitues;</p>	<p>8.2. The maximum value of eligible project costs within this measure is € 400,000;</p> <p>8.3. Public support is 50% of eligible investment costs;</p> <p>8.4. Payment for Measure 3 is made in two installments, the first part of public support in the amount of 50% is made in the form of an advance after signing the contract with the beneficiary, provided the bank guarantee is provided, while the remaining 50%, paid after verifying the completion of the total investment;</p> <p>8.5. The bank guarantee should be provided only for the advance payment of 50% of the public support;</p> <p>8.6. The bank guarantee must be provided for the period of time until the final payment is made by the ADA, respectively until the final decision by the appeals commission. Any request for additional term must be covered by a bank guarantee;</p> <p>8.7. The maximum public assistance for the period of implementation of the program for agriculture and rural development 2021-2027 for Measure 3 is eight hundred thousand (800,000) € per beneficiary;</p>	<p>8.2. Maksimalna vrijednost prihvatljivih troškova projekta u okviru ove mere je 400.000 €;</p> <p>8.3. Javna podrška iznosi 50% prihvatljivih troškova ulaganja;</p> <p>8.4. Plaćanje za Meru 3 se vrši u dve rate, prvi deo javne podrške u iznosu od 50% se vrši u vidu avansa nakon potpisivanja ugovora sa korisnikom, uz obezbedenu bankarsku garanciju, dok se preostalih 50 %, plaća se nakon verifikacije završetka ukupne investicije;</p> <p>8.5. Bankarska garancija treba da se obezbedi samo za akontaciju od 50% javne podrške;</p> <p>8.6. Bankarska garancija mora biti obezbedena za period do konačne isplate od strane ARP, odnosno do konačne odluke žalbene komisije. Svaki zahtev za dodatnim rokom mora biti pokriven bankarskom garancijom;</p> <p>8.7 Maksimalna javna pomoć za period sprovođenja programa za poljoprivredu i ruralni razvoj 2021-2027 za Meru 3 je osamsto hiljada (800.000) € po korisniku;</p>
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8.8. Aplikuesi mund të aplikojë me disa projekte gjatë periudhës së zbatimit të Programit për Bujqësi dhe Zhvillim Rural 2021 - 2027, në vite të ndryshme, me kusht që projektet e mëhershme të jenë përfunduar me sukses dhe përkrahja publike të mos tejkalojë shumën e përcaktuar në këtë nen.

9. Afati i zbatimit

1. Afati i zbatimit të projekteve të kësaj mase është dhjetë (10) muaj nga dita e nënshkrimit të kontratës me AZHB-në.

2. Pas kësaj periudhe, përfituesi ka edhe 15 ditë shtesë për përgatitjen e dokumentacionit dhe paraqitjen e kërkesës për pagesë.

3. AZHB mund të zgjasë afatin e zbatimit për më së shumti dy (2) muaj, nëse ka arsye të qëndrueshme për këtë, siç është kushtet e papershtatshme klimatike, sjellja e ndonjë makinerie specifike prej ndonjë vendi tjetër.

KAPITULLI V

NËN MASAT V.I. SEKTORI I PËRPUNIMIT TË QUMËSHIT, MISHIT DHE THERTORET

8.8. The applicant can apply with several projects during the implementation period of the Program for Agriculture and Rural Development 2021 - 2027, in different years, provided that the previous projects have been successfully completed and the public support does not exceed the amount specified in this article.

9. Deadline for implementation

1. The deadline for the implementation of projects of this measure is ten (10) months from the day of signing the contract with ADA.

2. After this period, the beneficiary has an additional 15 days to prepare the documentation and submit the request for payment.

3. ADA can extend the implementation period for a maximum of two (2) months, if there are constant reasons for this, such as unfavorable climatic conditions, the bringing of any specific machinery from another country.

CHAPTER V

SUB MEASURES V.I. SECTOR OF DAIRY AND MEAT PROCESSING AND SLAUGHTERHOUSE

8.8. Podnosilac prijave može konkurisati sa više projekata tokom perioda implementacije Programa poljoprivrede i ruralnog razvoja 2021 - 2027, u različitim godinama, pod uslovom da su prethodni projekti uspešno završeni i da javna podrška ne prelazi iznos koji je naveden u ovom članu.

9. Rok sprovođenja

1. Rok za realizaciju projekata ove mere je deset (10) meseci od dana potpisivanja ugovora sa ARP.

2. Nakon ovog roka, korisnik ima dodatnih 15 dana da pripremi dokumentaciju i podnese zahtev za isplatu.

3. ARP može produžiti period implementacije za najviše dva (2) meseca, ako za to postoje ubedljivi razlozi, kao što su nepovoljni klimatski uslovi, donošenje bilo koje specifične mašinerije iz druge zemlje.

POGLAVLJE V

POD MERE V.I. SEKTOR PRERADE MLEKA, MESA I KLANICE

<p style="text-align: center;">Neni 14 Kriteret e pranueshmërisë</p>	<p style="text-align: center;">Article 14 Eligibility criteria</p>	<p style="text-align: center;">Član 14 Kriterijumi prihvatljivosti-podobnosti</p>
<p>1. Kriteret e veçanta të pranueshmërisë:</p> <p>1.1. Të gjithë aplikuesit duhet të jenë të regjistruar në Agjencinë e Regjistrimit të Bizneseve të Kosovës (ARBK) me aktivitetin përkatës dhe i aprovuar nga AUV-i së paku 5 vjet para datës së aplikimit.</p> <p>1.2. Aplikuesit e kategorisë “A”, “B” dhe “C” nuk janë të pranueshëm në rast të ndërtimit të objektit të ri, ndërsa janë të pranueshëm në rast të renovimit, zgjerimit të objektit ekzistues dhe investimeve në pajisje.</p> <p>1.3 Aplikuesit e kategorisë “D” janë të pranueshëm vetëm në rast të ndërtimit të objektit të ri dhe mbylljes së objektit ekzistues. Investimet në pajisje/ linja përpunimi për këtë kategori janë të pranueshme nëse në biznes plan prioritet i është dhënë ndërtimit të objektit.</p>	<p>1. Special eligibility criteria:</p> <p>1.1. All applicants must be registered with the Kosovo Business Registration Agency (KBRA) with the relevant activity and approved by the FVA at least 5 years before the application date.</p> <p>1.2. Applicant of the category “A”, “B” and “C” are not eligible in case of construction of new facility, while they are acceptable in case of renovation, expansion of the existing facility and investments in equipment.</p> <p>1.3. Category "D" applicants are eligible only in case of construction of a new facility and closure of an existing facility. Investments in equipment / processing lines for this category are acceptable if in the business plan priority is given to the construction of the facility.</p>	<p>1. Specifični kriterijumi podobnosti:</p> <p>1.1. Svi podnosioci zahteva moraju biti registrovani u Kosovskoj agenciji za registraciju preduzeća (KBRA) sa relevantnom delatnošću i odobreni od strane AHV najmanje 5 godina pre datuma podnošenja zahteva.</p> <p>1.2. Aplikanti kategorije “A”, “B” i “C” ne ispunjavaju uslove u slučaju izgradnje novog objekta, dok ispunjavaju uslove u slučaju renoviranja, proširenja postojećeg objekta i ulaganja u opremu.</p> <p>1.3 Aplikanti kategorije “D” su kvalifikovani samo u slučaju izgradnje novog objekta i zatvaranja postojećeg objekta. Ulaganja u opremu/procesne linije za ovu kategoriju su prihvatljiva ako se u poslovnom planu daje prioritet izgradnji objekta.</p>
<p>2. Investimet e pranueshme</p> <p>2.1 Investimet e pranueshme për nën masën e përpunimit të qumështit:</p> <p>2.1.1. Investimet në ndërtim/rinovim / zgjerim të qumështoreve; (Investimet në</p>	<p>2. Eligible investments</p> <p>2.1. Eligible investments for dairy processing sub measure:</p> <p>2.1.1. Investments in construction / renovation / expansion of dairies;</p>	<p>2. Prihvatljiva ulaganja</p> <p>2.1. Prihvatljive investicije za podmeru prerada mleka:</p> <p>2.1.1. Investicije u izgradnju / renoviranje / proširenje mlekarar;</p>

<p>ndërtim të qumështoreve të reja të cilat në kohën e aplikimit janë në kategorinë "D");</p> <p>2.1.2. Investimet në pajisje për përmirësimin e higjienës, cilësisë dhe sigurisë së prodhimeve; (sidomos për të arritur standardet HACCP dhe / ose ISO 22000) Nuk financohet certifikimi HACCP dhe/ose ISO 22000;</p> <p>2.1.3. Investimet në pajisje për përmirësimin e mbrojtjes së mjedisit, sidomos për menaxhimin e mbetjeve dhe trajtimin e ujërave të shkarkuara;</p> <p>2.1.4. Investimet në mjete transportuese të specializuara;</p> <p>2.1.5. Investimet në pajisje për prodhime të reja dhe paketime moderne;</p> <p>2.1.6. Pajisje të IT-së, dixhitalizim, harduer dhe softuer për monitorim, kontroll dhe menaxhim;</p> <p>2.1.7. Investimet në teknologji për prodhimin e energjisë së ripërtërishme;</p> <p>2.1.8. Automjete të specializuara për bartjen e lëndës së parë dhe prodhimeve të gatshme;</p>	<p>(Investments in construction of new dairies which at the time of application are in category "D");</p> <p>2.1.2. Investments in equipment to improve the hygiene, quality and safety of products; (specially to meet HACCP and / or ISO 22000 standards) HACCP and / or ISO 22000 certification is not funded;</p> <p>2.1.3. Investments in equipment to improve environmental protection, especially waste management and wastewater treatment;</p> <p>2.1.4. Investments in specialized means of transport</p> <p>2.1.5. Investments in equipment for new products and modern packaging;</p> <p>2.1.6. IT equipment, digitization, hardware and software for monitoring, control and management;</p> <p>2.1.7. Investments in technology for the production of renewable energy;</p> <p>2.1.8. Specialized vehicles for transporting raw materials and finished products;</p>	<p>(Ulaganja u izgradnju novih mlekarara koje su u trenutku prijave u kategoriji "D");</p> <p>2.1.2 Ulaganja u opremu za poboljšanje higijene, kvaliteta i bezbednosti proizvoda; (posebno radi ispunjavanja standarda HACCP i/ili ISO 22000) se ne finansira HACCP i/ili ISO 22000;</p> <p>2.1.3. Ulaganja u opremu za poboljšanje zaštite životne sredine, posebno upravljanja otpadom i tretmana otpadnih voda;</p> <p>2.1.4 Ulaganja u specijalizovana transportna sredstva;</p> <p>2.1.5. Ulaganja u opremu za nove proizvode i savremenu ambalažu;</p> <p>2.1.6 Oprema IT-a, digitalizacija, hardver i softver za praćenje, kontrolu i upravljanje;</p> <p>2.1.7 Ulaganja u tehnologiju za proizvodnju obnovljive energije;</p> <p>2.1.8 Specijalizovana vozila za transport sirovina i gotovih proizvoda;</p>
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<p>2.1.9. Investimet në pajisje për ftohje;</p> <p>2.2. Investimet e pranueshme për nën masën e përpunimit të mishit dhe thertore:</p> <p>2.2.1. Investimet në ndërtim /rinovim / zgjerim të objekteve ekzistuese, përfshirë depot ftohëse bashkë me pajisje; (Investimet në ndërtime të reja të cilat në kohën e aplikimit janë në kategorinë “D”);</p> <p>2.2.2. Investimet në pajisje për përpunim të mishit dhe thertoreve ;</p> <p>2.2.3. Investimet në pajisje për përmirësimin e higjienës, si dhe cilësisë dhe sigurisë së prodhimeve (sidomos për të arritur standardet HACCP dhe / ose ISO 22000) Nuk financohet certifikimi HACCP dhe /ose ISO 22000;</p> <p>2.2.4. Investimet në pajisje për përmirësimin e mbrojtjes së mjedisit, sidomos për menaxhimin e mbetjeve dhe trajtimin e ujërave të shkarkuara;</p> <p>2.2.5. Investimet për pajisje për kontroll të cilësisë, përfshirë labororët përkatës;</p>	<p>2.1.9. Investments in refrigeration equipment.</p> <p>2.2. Eligible investments for sub measure of meat processing and slaughterhouse:</p> <p>2.2.1. Investments in construction / renovation / expansion of existing facilities, including refrigeration depots along with equipment; (Investments in new constructions which at the time of application are in category "D");</p> <p>2.2.2. Investments in meat processing equipment and slaughterhouse;</p> <p>2.2.3. Investments in equipment to improve hygiene, as well as product quality and safety (specially to meet HACCP and / or ISO 22000 standards) HACCP and / or ISO 22000 certification is not funded;</p> <p>2.2.4. Investments in equipment to improve environmental protection, especially waste management and wastewater treatment</p> <p>2.2.5. Investments in quality control equipment, including relevant laboratories</p>	<p>2.1.9 Ulaganja u opremu za hlađenje.</p> <p>2.2. Prihvatljiva ulaganja za pod mēru za preradu mesa i klaonice:</p> <p>2.2.1. Investicije u izgradnju / renoviranje / proširenje postojećih objekata, uključujući rashladne depoe zajedno sa opremom; (Ulaganja u novogradnje koje su u trenutku prijave u kategoriji “D”);</p> <p>2.2.2 Ulaganja u opremu za preradu mesa i klanice;</p> <p>2.2.3 Ulaganja u opremu za poboljšanje higijene, kao i kvaliteta i bezbednosti proizvoda (naročito radi ispunjavanja standarda HACCP i/ili ISO 22000) se ne finansira HACCP i/ili ISO 22000;</p> <p>2.2.4 Ulaganja u opremu za poboljšanje zaštite životne sredine, posebno za upravljanje otpadom i tretman otpadnih voda;</p> <p>2.2.5. Ulaganja u opremu za kontrolu kvaliteta, uključujući relevantne laboratorije;</p>
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<p>2.2.6. Investimet për pajisje për ftohje dhe ngrirje për ruajtjen e prodhimeve të gatshme;</p> <p>2.2.7. Pajisje të IT-së, dixhitalizim, harduer dhe softuer për monitorim, kontroll dhe menaxhim;</p> <p>2.2.8. Automjete të specializuara për bartjen e lëndës së parë dhe prodhimeve të gatshme;</p> <p>2.3.9. Investimet në teknologji për prodhimin e energjisë së ripërtërishme.</p> <p>V.II. SEKTORI I PËRPUNIMIT TË PEMËVE DHE PERIMEVE</p> <p>Neni 15 Kriteret e pranueshmërisë</p> <p>1. Kriteret e veçanta të pranueshmërisë:</p> <p>1.1. Të gjithë aplikuesit duhet të jenë të regjistruar në Agjencinë e Regjistrimit të Bizneseve të Kosovës (ARBK) me aktivitetin përkatës dhe i regjistruar nga AUV-i së paku 5 vjet para datës së aplikimit;</p> <p>1.2. Të gjithë aplikuesit të cilët aplikojnë për pika grumbulluese/depo, duhet të jenë të regjistruar në Agjencinë e Regjistrimit të</p>	<p>2.2.6. Investments in refrigeration and freezing equipment for storage of finished products;</p> <p>2.2.7. IT equipment, digitization, hardware and software for monitoring, control and management;</p> <p>2.2.8. Specialized vehicles for transporting raw materials and finished products;</p> <p>2.3.9. Investments in technology for the production of renewable energy.</p> <p>V.II. SECTOR OF FRUITS AND VEGETABLES PROCESSING</p> <p>Article 15 Eligibility criteria</p> <p>1. Special eligibility criteria:</p> <p>1.1. All applicants must be registered with the Kosovo Business Registration Agency (KBRA) with the relevant activity and registered by the FVA at least 5 years before the date of application;</p> <p>1.2. All applicants who apply for collection points / warehouses, must be registered with the Kosovo Business</p>	<p>2.2.6. Ulaganja u opremu za hlađenje i zamrzavanje za skladištenje gotovih proizvoda;</p> <p>2.2.7 Oprema IT-ia, digitalizacija, hardver i softver za praćenje, kontrolu i upravljanje;</p> <p>2.2.8. Specijalizovana vozila za transport sirovina i gotovih proizvoda;</p> <p>2.3.9. Ulaganja u tehnologiju za proizvodnju obnovljive energije.</p> <p>V.II. SEKTOR PRERADE VOĆA I POVRĆA</p> <p>Član 15 Kriterijumi prihvatljivosti</p> <p>1. Specifični kriterijumi podobnosti:</p> <p>1.1. Svi podnosioci zahteva moraju biti registrovani u Kosovskoj agenciji za registraciju preduzeća (KBRA) sa relevantnom delatnošću i registrovani od strane AHV najmanje 5 godina pre datuma podnošenja zahteva;</p> <p>1.2. Svi aplikanti koji apliciraju za punktove za prikupljanje/skladišta, moraju biti registrovani u Kosovskoj</p>
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<p>Bizneseve të Kosovës (ARBK) me aktivitetin përkatës dhe i regjistruar nga AUV-i së paku 2 vjet para datës së aplikimit;</p> <p>1.3. Në rast të investimit në pika grumbulluese /depo, kapaciteti minimal i ruajtjes duhet të jetë së paku një mijë (1000) m³;</p> <p>1.4. Në rast të zgjerimit të objektit ekzistues ky objekt duhet të ketë kapacitet minimal prej pesëqind (500) m³, ndërsa objekti i zgjeruar duhet të arrijë kapacitetin minimal një mijë (1000) m³.</p> <p>2. Investimet e pranueshme:</p> <p>2.1. Investimet në zgjerim, rindërtim të objekteve për përpunim; (pika grumbullues/depo lejohet ndërtimi sipas sipas paragrafit 1, nenparagrafi 1.2 te këtij neni;</p> <p>2.2. Investimet në linja për konservim / pasterizim të pemëve dhe perimeve;</p> <p>2.3. Investimet në pajisje për përmirësimin e higjienës, si dhe cilësisë dhe sigurisë së prodhimeve (sidomos për të arritur standardet HACCP dhe / ose ISO 22000); Nuk financohet certifikimi HACCP dhe /ose ISO 22000;</p>	<p>Registration Agency (KBRA) with the relevant activity and registered by the FVA at least 2 years before the application date;</p> <p>1.3. In case of investment in collection points / warehouses, the minimum storage capacity must be at least one thousand (1000) m³;</p> <p>1.4. In case of expansion of the existing facility this facility must have a minimum capacity of five hundred (500)m³, while the expanded facility must reach a minimum capacity of one thousand (1000) m³.</p> <p>2. Eligible investments:</p> <p>2.1. Investments in expansion, reconstruction of processing facilities; (collection point / warehouse construction is allowed according to paragraph 1, subparagraph 1.2 of this article;</p> <p>2.2. Investments in lines for canning / pasteurization of fruits and vegetables;</p> <p>2.3. Investments in equipment to improve hygiene, as well as product quality and safety (specially to meet HACCP and / or ISO 22000 standards); HACCP certification and / or ISO 22000 not funded;</p>	<p>agenciji za registraciju biznisa (KBRA) sa relevantnom delatnošću i registrovani od strane AHV najmanje 2 godine pre datuma podnošenja zahteva;</p> <p>1.3. U slučaju ulaganja u sabirne tačke/skladišta, minimalni kapacitet skladištenja mora biti najmanje hiljadu (1000) m³;</p> <p>1.4. U slučaju proširenja postojećeg objekta ovaj objekat mora imati minimalni kapacitet od petsto (500) m³, dok prošireni objekat mora dostići minimalni kapacitet od hiljadu (1000) m³.</p> <p>2. Prihvatljiva ulaganja</p> <p>2.1. Ulaganja u proširenje, rekonstrukciju prerađivačkih objekata; (izgradnja sabirnog mesta/skladišta je dozvoljena prema stavu 1. podstav 1.2. ovog člana;</p> <p>2.2. Ulaganja u linije za konzerviranje/ pasterizaciju voća i povrća;</p> <p>2.3. Ulaganja u opremu za poboljšanje higijene, kao i kvaliteta i bezbednosti proizvoda (naročito u cilju ispunjavanja HACCP i/ili ISO 22000 standarda); HACCP sertifikat i/ili ISO 22000 se ne finansiraju;</p>
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<p>2.4. Investimet në objekte dhe pajisje për trajtim pas vjeljes, për tharje, për klasifikim dhe për deponim;</p> <p>2.5. Investimet në pajisje për paketim, për etiketim, përfshirë linjat e mbushjes, mbështjellësit dhe pajisje të tjera të specializuara;</p> <p>2.6. Investimet në pajisje për zinxhirin ftohës, duke përfshirë depo për ftohje dhe ngrirje, tunele të ngritjes, mjete transportuese me frigorifer dhe pajisje të tjera të nevojshme për të siguruar vazhdimësinë në zinxhirin e ftohjes;</p> <p>2.7. Investimet në pajisje për përmirësimin e mbrojtjes së mjedisit, sidomos për menaxhimin e mbetjeve dhe trajtimin e ujërave të shkarkuara;</p> <p>2.8. Investimet për pajisje për kontrollë të cilësisë, përfshirë laboratorët përkatës;</p> <p>2.9. Automjete të specializuara për bartjen e lëndës së parë dhe prodhimeve të gatshme, me ftohje dhe pa ftohje;</p> <p>2.10. Pajisje të IT-së, dixhitalizim, harduer dhe softuer për monitorim, kontroll dhe menaxhim;</p>	<p>2.4. Investments in facilities and equipment for post-harvest treatment, drying, sorting and storage;</p> <p>2.5. Investments in packaging, labeling equipment, including filling lines, wrappers and other specialized equipment;</p> <p>2.6. Investments in refrigeration chain equipment, including refrigeration and freezing depots, freezing tunnels, refrigerated vehicles and other equipment necessary to ensure continuity in the refrigeration chain;</p> <p>2.7. Investments in equipment to improve environmental protection, especially waste management and wastewater treatment;</p> <p>2.8. Investments in quality control equipment, including relevant laboratories;</p> <p>2.9. Specialized vehicles for the transport of raw materials and finished products, with and without refrigeration;</p> <p>2.10. IT equipment, digitization, hardware and software for monitoring, control and management;</p>	<p>2.4. Ulaganja u objekte i opremu za tretman posle berbe, sušenje, sortiranje i skladištenje;</p> <p>2.5. Ulaganja u opremu za pakovanje, etiketiranje, uključujući linije za punjenje, omote i drugu specijalizovanu opremu;</p> <p>2.6. Ulaganja u opremu rashladnog lanca, uključujući depoe za hlađenje i zamrzavanje, tunele za zamrzavanje, vozila-hladnjače i drugu opremu neophodnu da bi se obezbedio kontinuitet u rashladnom lancu;</p> <p>2.7. Ulaganja u opremu za unapređenje zaštite životne sredine, posebno upravljanja otpadom i tretmana otpadnih voda;</p> <p>2.8. Ulaganja u opremu za kontrolu kvaliteta, uključujući relevantne laboratorije;</p> <p>2.9. Specijalizovana vozila za prevoz sirovina i gotovih proizvoda, sa i bez hlađenja;</p> <p>2.10. Oprema IT-a, digitalizacija, hardver i softver za praćenje, kontrolu i upravljanje;</p>
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<p>2.11. Investimet në teknologji për prodhimin e energjisë së ripërtërishme.</p> <p>V.III. SEKTORI I PRODHIMIT TË VERËS</p> <p>Neni 16 Kriteret e pranueshmërisë</p> <p>1. Kriteret e veçanta të pranueshmërisë për prodhim të verës:</p> <p>1.1. Të drejtë aplikimi kanë ndërmarrjet e regjistruara në Regjistrin e Prodhuesve të Verës dhe Agjencinë për Regjistrimin e Bizneseve të Kosovës si dhe të kenë përvojë së paku 5 vjet para datës së aplikimit, prodhuesit e verës duhet që së paku 50% të lëndës së parë (rrushit) të sigurojnë nga prodhuesit e tjerë (jo prodhim vetanak);</p> <p>1.2. Ky kriter nuk vlen për prodhuesit e verës që kanë në pronësi mbi 50 ha me vreshta;</p> <p>1.3. Aplikuesit duhet të dëshmojnë se e kanë deklaruar prodhimin vjetor të verës dhe të stoqeve të ngelura.</p> <p>2. Investimet e pranueshme për prodhimin e verës</p>	<p>2.11. Investments in technology for the production of renewable energy.</p> <p>V.III. SECTOR OF WINE PRODUCTION</p> <p>Article 16 Eligibility criteria</p> <p>1. Special eligibility criteria for wine production:</p> <p>1.1. Eligible to apply are companies registered in the Register of Wine Producers and the Kosovo Business Registration Agency and have experience of at least 5 years before the date of application, wine producers must have at least 50% of the raw material (grapes) provide from other manufacturers (not own production);</p> <p>1.2. This criterion does not apply to winemakers who own over 50 ha of vineyards;</p> <p>1.3. Applicants must prove that they have declared their annual wine production and remaining stocks.</p> <p>2. Eligible investments for wine production</p>	<p>2.11. Ulaganja u tehnologiju za proizvodnju obnovljive energije.</p> <p>V.III. SEKTOR PROIZVODNJE VINA</p> <p>Član 16 Kriterijumi prihvatljivosti</p> <p>1. Posebni kriterijumi podobnosti za proizvodnju vina:</p> <p>1.1. Prihvatljive su kompanije registrovane u registru proizvođača vina i Kosovskoj agenciji za registraciju preduzeća i imaju iskustvo od najmanje 5 godina pre datuma podnošenja zahteva, proizvođači vina moraju imati najmanje 50% sirovina (grožđa) da obezbeđuju iz drugih proizvođača (ne sopstvena proizvodnja);</p> <p>1.2. Ovaj kriterijum se ne odnosi na vinare koji poseduju preko 50 ha vinograda;</p> <p>1.3. Podnosioci zahteva moraju dokazati da su deklarirali-prijavili godišnju proizvodnju vina i preostalih zaliha.</p> <p>2. Prihvatljiva ulaganja za proizvodnju vina</p>
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<p>2.1. Investimet në zgjerim, rindërtim të objekteve për prodhimin dhe përpunimin e verës;</p> <p>2.2. Investimet në pajisje për përpunimin e verës;</p> <p>2.3. Investimet në pajisje për përmirësimin e higjienës, si dhe cilësisë dhe sigurisë së prodhimeve (sidomos për të arritur standardet HACCP dhe / ose ISO 22000) Nuk financohet certifikimi HACCP dhe/ ose ISO 22000;</p> <p>2.4. Investimet në pajisje për paketim, për etiketim, përfshirë linjat e mbushjes, ambalazhës dhe pajisje të tjera të specializuara;</p> <p>2.5. Investimet në teknologji për prodhimin e energjisë së ripërtërishme;</p> <p>2.6. Investimet për pajisje dhe aparatura për kontrollë të cilësisë së verës, përfshirë laboratorët përkatës;</p> <p>2.7. Pajisje të IT-së, dixhitalizim, harduer dhe softuer për monitorim, kontroll dhe menaxhim.</p>	<p>2.1. Investments in expansion, reconstruction of facilities for wine production and processing;</p> <p>2.2. Investments in wine processing equipment;</p> <p>2.3. Investments in equipment to improve hygiene, as well as product quality and safety (specially to meet HACCP and / or ISO 22000 standards) HACCP and / or ISO 22000 certification is not funded;</p> <p>2.4. Investments in packaging, labeling equipment, including filling lines, packaging and other specialized equipment;</p> <p>2.5. Investments in technology for the production of renewable energy;</p> <p>2.6. Investments in equipment and apparatus for wine quality control, including relevant laboratories;</p> <p>2.7. IT equipment, digitization, hardware and software for monitoring, control and management.</p>	<p>2.1. Ulaganja u proširenje, rekonstrukciju objekata za proizvodnju i preradu vina;</p> <p>2.2. Ulaganja u opremu za preradu vina;</p> <p>2.3. Ulaganja u opremu za poboljšanje higijene, kao i kvaliteta i bezbednosti proizvoda (posebno za ispunjavanje HACCP i/ili ISO 22000 standarda) HACCP i/ili ISO 22000 sertifikacija se ne finansira;</p> <p>2.4. Ulaganja u ambalažu, opremu za etiketiranje, uključujući linije za punjenje, pakovanje i drugu specijalizovanu opremu;</p> <p>2.5. Ulaganja u tehnologiju za proizvodnju obnovljive energije;</p> <p>2.6. Ulaganja u opremu i aparate za kontrolu kvaliteta vina, uključujući relevantne laboratorije;</p> <p>2.7. Oprema IT-ia, digitalizacija, hardver i softver za praćenje, kontrolu i upravljanje.</p>
<p>3. Kriteret e përzgjedhjes për te gjitha nën masat e Masës 3 Investimet në asetet fizike në përpunimin dhe tregtimin e produkteve</p>	<p>3. Selection criteria for all sub-measures of Measure 3 Investments in physical assets in the processing and marketing of agricultural</p>	<p>3. Kriterijumi odabira za sve podmere Mere 3 Investicije u fizička sredstva u preradi i marketingu poljoprivrednih proizvoda</p>

<p>bujqësore janë të përcaktuara në Shtojcën II Tabela 3 të këtij Udhëzimi Administrativ.</p> <p style="text-align: center;">KAPITULLI VI MASA 7 DIVERSIFIKIMI I FERMAVE DHE ZHVILLIMI I BIZNESEVE</p> <p style="text-align: center;">Neni 17 Përfituesit</p> <p>1. Përfituesit përfundimtarë:</p> <p>1.1. Përfituesit përfundimtarë në këtë masë janë fermerët, sipas definicionit nga Ligji Nr. 04 / L- 090 për ndryshimin dhe plotësimin e Ligjit Nr. 03L- 098 për Bujqësi dhe Zhvillim Rural dhe ndërmarrjet sipas Ligjit Nr. 04/L-220 Për Investime të Huaja, (Gazeta Zyrtare Nr.1/09 Janar 2014).</p> <p>1.2. Në rastin e ndërmarrjeve, përfitues mund të jenë; mikro ndërmarrjet dhe ndërmarrjet e vogla (këto ndërmarrje mundën me qenë përfitues pa marrë parasysh ku janë të themeluar zona rurale apo urbane por që aktivitetin e tyre zhvillojnë në zona rurale);</p> <p>1.3. Në rastin e personave juridik, biznesi duhet të jet i regjistruar me aktivitetin përkatës për të cilën aplikon. (Biznesi në listën e kodeve të aktiviteteve duhet të kenë</p>	<p>products are defined in Annex II Table 3 of this Administrative Instruction.</p> <p style="text-align: center;">CHAPTER VI MEASURE 7 FARMS DIVERSIFICATION AND BUSINESS DEVELOPMENT</p> <p style="text-align: center;">Article 17 Beneficiaries</p> <p>1. Final beneficiaries:</p> <p>1.1. The final beneficiaries of this measure are farmers, as defined by Law no. 04 / L-090 on amending and supplementing Law no. 03L- 098 on Agriculture and Rural Development enterprises according Law no. 04 / L-220 On Foreign Investments, (Official Gazette No.1 / 09 January 2014);</p> <p>1.2. In the case of enterprises, the beneficiaries may be; micro-enterprises and small enterprises (these enterprises can be beneficiaries regardless of where rural or urban areas are established but which operate in rural areas);</p> <p>1.3. In the case of legal entities, the business must be registered with the relevant activity for which it applies. (Businesses in the list of activity codes</p>	<p>definisani su u Aneksu II Tabele 3 ovog Administrativnog uputstva.</p> <p style="text-align: center;">POGLAVLJE VI MERA 7 DIVERSIFIKACIJA FARMA I RAZVOJ POSLOVANJA</p> <p style="text-align: center;">Član 17 Korisnici</p> <p>1. Krajnji korisnici:</p> <p>1.1. Krajnji korisnici ove mere su poljoprivrednici, kako je definisano Zakonom br.04 / L-090 o izmenama i dopunama Zakona br.03L-098 o poljoprivredi i ruralnom razvoju i preduzeća prema Zakonu br.04/L-220 O stranim ulaganjima, (Službeni list br.1/09. januar 2014.);</p> <p>1.2. U slučaju preduzeća, korisnici mogu biti; mikro i mala preduzeća (ova preduzeća mogu biti korisnici bez obzira na to gde su osnovana ruralna ili urbana područja, ali koja posluju u ruralnim područjima);</p> <p>1.3. U slučaju pravnih lica, posao mora biti registrovan za relevantnu delatnost za koju se prijavljuje. (Preduzeća u spisku šifri delatnosti moraju takođe imati</p>
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<p>të regjistruar edhe aktivitetin për të cilin aplikojnë);</p> <p>1.4. GLV – të mund të jenë përfitues (vetëm nëse janë të akredituara nga MBPZHR)</p> <p>2. Kriteret e përbashkëta të pranueshmërisë:</p> <p>2.1. Të gjithë aplikuesit duhet të jenë të regjistruar në Regjistrin e Fermës;</p> <p>2.2. Nëse aplikuesi është person fizik, ai duhet të jetë mbi 18 vjeç, por jo më i vjetër se 65 vjeç deri në ditën e aplikimit. Në rastin e personit juridik ky kriter nuk aplikohet;</p> <p>2.3. Aplikuesit duhet ta dorëzojnë aplikacionin me të gjitha dokumentet e nevojshme në listë e dokumenteve të kërkuara dhe të paraqitura në Udhëzuesin për Aplikues;</p> <p>2.4. Investimi duhet të kryhet në zona rurale (sipas përkufizimit të Programit për Bujqësi dhe Zhvillim Rural 2014-20 për zona malore);</p> <p>2.5. Personi fizik duhet ta ketë të përfunduar shkollimin e detyrueshëm elementar (8 ose 9 vjeçar) (Në rast të personit juridik kjo vlen për pronarin ose personin e autorizuar);</p>	<p>must also have registered the activity for which they apply);</p> <p>1.4. LAGs can be beneficiaries (only if they are accredited by MAFRD)</p> <p>2. Common eligibility criteria:</p> <p>2.1. All applicants must be registered in the Farm Register;</p> <p>2.2. If the applicant is a natural person, he must be over 18 years old, but not older than 65 years old by the day of application. In the case of a legal entity this criterion does not apply;</p> <p>2.3. Applicants must submit the application with all the necessary documents in the list of required documents and presented in the Applicant Guide;</p> <p>2.4. The investment should be made in rural areas (according to the definition of the Program for Agriculture and Rural Development 2014-20 for mountainous areas);</p> <p>2.5. The natural person must have completed the compulsory elementary education (8 or 9 years old) (In case of a legal entity this applies to the owner or authorized person);</p>	<p>registrovanu delatnost za koju se prijavljuju);</p> <p>1.4 LAG-ovi mogu biti korisnici (samo ako su akreditovani od MPŠRR)</p> <p>2. Zajednički kriterijumi podobnosti:</p> <p>2.1. Svi podnosioci zahteva moraju biti upisani u registar poljoprivrednih gazdinstava;</p> <p>2.2. Ako je podnosilac prijave fizičko lice, do dana podnošenja prijave mora imati više od 18 godina, ali ne starije od 65 godina. U slučaju pravnog lica ovaj kriterijum se ne primenjuje;</p> <p>2.3. Podnosioci zahteva moraju podneti prijavu sa svim potrebnim dokumentima na listi potrebnih dokumenata i predstavljenim u Vodiču za podnosioc;</p> <p>2.4. Investiciju treba realizovati u ruralnim područjima (prema definiciji Programa poljoprivrede i ruralnog razvoja 2014-20 za planinska područja);</p> <p>2.5. Fizičko lice mora imati završeno obavezno osnovno obrazovanje (8 ili 9 godina) (u slučaju pravnog lica to se odnosi na vlasnika ili ovlašćeno lice);</p>
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<p>2.6. Të gjithë aplikuesit duhet të dorëzojnë certifikatën e pronës/fletën poseduese dhe kopijen e planit (për vendin e investimit);</p> <p>2.7. Te gjithë aplikuesit duhet t'i kenë të shlyera ose te rregulluara detyrimet tatimore, tatimin në të ardhura dhe tatimet e tjera të aplikueshme.</p> <p>2.8. Aplikuesit nuk duhet të kenë obligime financiare ndaj MBPZHR-së;</p> <p>2.9. Të gjithë përfituesit e projekteve të zhvillimit rural obligohen t'i mirëmbajnë investimet e tyre sipas projektit të miratuar gjatë tri vjetëve pas realizimit të projektit, aq sa zgjatë periudha monitoruese. Nëse nuk i mirëmban investimet, përfituesi obligohet ta kthejë shumën e financuar të përkrahjes publike;</p> <p>2.10. Aplikuesit nuk mund t'i jepet një projekt i ri nëse nuk e ka përfunduar investimin paraprak. Nëse përfituesi potencial ka qen paraprakisht përfitues i ndonje projekti nga MBPZHR ne 3 vitet e fundit dhe ndodhet ne periudhën monitoruese, para nënshkrimit te kontratës se re me AZHB-ne duhet te behet nje kontroll ne menyre qe te behet verifikimi i projektit te mëparshme. Nëse projekti nuk</p>	<p>2.6. All applicants must submit a certificate of ownership / possession list and a copy of the plan (for the place of investment);</p> <p>2.7. All applicants must have paid or adjusted tax liabilities, income taxes and other applicable taxes;</p> <p>2.8. Applicants should not have financial obligations to MAFRD;</p> <p>2.9. All beneficiaries of rural development projects are obliged to maintain their investments according to the approved project during the three years after the implementation of the project, as long as the monitoring period lasts. If it does not maintain the investment, the beneficiary is obliged to return the funded amount of public support;</p> <p>2.10. Applicants may not be granted a new project unless they have completed the prior investment. If the potential beneficiary has previously been a beneficiary of a project from MAFRD in the last 3 years and is in the monitoring period, before signing the new contract with ADA, a check should be made in order to verify the previous project. If the</p>	<p>2.6. Svi podnosioci zahteva moraju dostaviti potvrdu o vlasništvu/ posedovnom listu i kopiju plana (za mesto ulaganja);</p> <p>2.7. Podnosioci zahteva moraju da imaju izmirene poreske obaveze i to, porez na imovinu fizičkih lica, a porez na dobit preduzeća i druge primenljive poreze;</p> <p>2.8. Podnosioci zahteva ne bi trebalo da imaju finansijske obaveze prema MPŠRR;</p> <p>2.9. Svi korisnici projekata ruralnog razvoja dužni su da održavaju svoja ulaganja prema odobrenom projektu tokom tri godine nakon realizacije projekta, koliko traje period praćenja. Ako ne održava investiciju, korisnik je dužan da vrati uplaćeni iznos javne podrške;</p> <p>2.10. Kandidatima se ne može odobriti novi projekat osim ako nisu završili prethodnu investiciju. Ukoliko je potencijalni korisnik prethodno bio korisnik projekta iz MPŠRR u poslednje 3 godine i nalazi se u periodu praćenja, pre potpisivanja novog ugovora sa ARP, treba izvršiti proveru da bi se verifikovao prethodni projekat. Ukoliko se projekat</p>
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<p>eshte mirëmbajtur dhe /ose nuk eshte funksional nuk mund te lidhet kontrata e re;</p> <p>2.11. Për projektet investuese në të cilat investimet e pranueshme janë më të vogla ose baras me 20,000 €, aplikuesit duhet ta dorëzojnë një projekt-propozim sipas modelit të AZHB-së. Projekt-propozimi për nën masën e turizmit rural është i veçantë;</p> <p>2.12. Për projektet investuese në të cilat investimet e pranueshme janë më të mëdha se 20,000 €, aplikuesit duhet ta dorëzojnë një plan të biznesit sipas modelit të AZHB-së.</p> <p>2.13. Plani i biznesit për nën masën e turizmit rural është i veçantë;</p> <p>2.14. Modelet për projekt-propozim për planin e biznesit do të publikohen në ueb-faqen e agjencisë për Zhvillimin e Bujqësisë (AZHB) dhe MBPZHR dhe do të jenë në dispozicion për të gjithë aplikuesit;</p> <p>2.15. Të gjithë përfituesit, të cilët në planin e tyre të biznesit kanë deklaruar se do të krijojnë vende të reja të punës dhe për këtë kanë fituar pikë gjatë vlerësimit, duhet t'i krijojnë ato dhe të dëshmojnë me pagesën e kontributit pensional dhe tatimit në paga duke filluar së paku nga muaji i fundit para kërkesës për pagesën e fundit. Përfituesit janë të obliguar</p>	<p>project is not maintained and / or is not functional, a new contract cannot be concluded;</p> <p>2.11. For investment projects in which the eligible investments are less than or equal to € 20,000, applicants must submit a project proposal according to the ADA model. The project proposal for the sub-measure of rural tourism is special;</p> <p>2.12. For investment projects in which the eligible investments are greater than € 20,000, applicants must submit a business plan according to the ADA model;</p> <p>2.13. The business plan for the sub-measure of rural tourism is special;</p> <p>2.14. Business plan proposal templates will be published on the website of the Agricultural Development Agency (ADA) and MAFRD and will be available to all applicants;</p> <p>2.15. All beneficiaries, who in their business plan have stated that they will create new jobs and therefore have earned points during the evaluation, must create them and prove by paying the pension contribution and payroll tax starting at least from the last month before the last payment request. Beneficiaries are</p>	<p>ne održava i/ili nije funkcionalan, ne može se zaključiti novi ugovor;</p> <p>2.11. Za investicione projekte u kojima su prihvatljiva ulaganja manja ili jednaka 20.000 €, podnosioci prijava moraju podneti predlog projekta po modelu ARP. Poseban je predlog projekta za podmeru seoski turizam;</p> <p>2.12. Za investicione projekte u kojima su prihvatljiva ulaganja veća od 20.000 €, podnosioci prijava moraju dostaviti biznis plan po modelu ARP;</p> <p>2.13. Poslovni plan za podmeru seoski turizam je poseban;</p> <p>2.14. Modeli predloga projekta za biznis planov biće objavljeni na sajtu Agencije za razvoj poljoprivrede (ARP) i MPŠRR i biće dostupni svim podnosiocima zahteva;</p> <p>2.15. Svi korisnici, koji su u svom poslovnom planu naveli da će otvarati nova radna mesta i samim tim ostvarili bodove tokom ocenjivanja, moraju da ih stvore i dokažu uplatom penzijskog doprinosa i poreza na zarade počev od poslednjeg meseca pre poslednjeg zahteva za isplatu. . Korisnici su dužni da</p>
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<p>t'i mbajnë këto vende pune të plotësuara me punëtorë me orar të plotë për 3 vjet, aq sa zgjatë periudha monitoruese;</p> <p>2.16. Përfituesit të cilet në planin e biznesit janë zotuar të kenë të punësuar, duhet të regjistrohen në ARBK se paku si Biznes Individual dhe të gjitha pagesat duhet të behen nga llogaria e biznesit.</p> <p>2.17. Projektet e financuara nga Programi i Zhvillimit Rural nuk bënë të jenë të financuara edhe nga Zyra e BE-së në Kosovë apo ndonjë donator tjetër publik vendor ose ndërkombëtar. Në rast se vërtetohet se përfituesi ka përfitur përkrahje për projektin e njëjtë edhe nga ndonjë donator tjetër, atij nuk i jepet përkrahja ose nëse e ka marrë atë, ai do të detyrohet t'i kthejë mjetet e marra, si dhe ndaj tij do të zbatohen masat ndëshkimore në përputhje me ligjin;</p> <p>2.18. Përfituesit nuk mund t'i jepet një projekt i ri nëse projektet e mëparshme nuk janë përfunduar në përputhje me kontratën e nënshkruar me AZHB-në.</p> <p>2.19. Aplikuesi mund të aplikojë vetëm me një projekt brenda vitit.</p>	<p>required to hold these vacancies filled with full-time employees for 3 years, as long as the monitoring period lasts;</p> <p>2.16. Beneficiaries who in the business plan are committed to have employees, must be registered in KBRA at least as an Individual Business and all payments must be made from the business account;</p> <p>2.17. Projects funded by the Rural Development Program did not even have to be funded by the EU Office in Kosovo or any other local or international public donor. If it is proven that the beneficiary has received support for the same project from another donor, he is not given support or if he has received it, he will be forced to return the funds received, and will be applied to him punitive measures in accordance with the law;</p> <p>2.18. The beneficiary cannot be given a new project if the previous projects have not been completed in accordance with the contract signed with ADA;</p> <p>2.19. The applicant can only apply with one project per year;</p>	<p>ova slobodna radna mesta budu popunjena zaposlenima sa punim radnim vremenom 3 godine, koliko traje period praćenja;</p> <p>2.16. Korisnici koji se u poslovnom planu obavezuju da imaju zaposlene, moraju biti registrovani u KBRA najmanje kao individualni biznis i sve isplate moraju biti izvršene sa poslovnog računa;</p> <p>2.17. Projekti koji se finansiraju iz Programa ruralnog razvoja ne treba da budu finansirani od strane Kancelarije EU-a na Kosovu ili bilo kog drugog lokalnog ili međunarodnog javnog donatora. Ukoliko se dokaže da je korisnik dobio podršku za isti projekat od drugog donatora, podrška mu se ne daje ili ako ju je dobio biće prinuđen da vrati dobijena sredstva, a prema njemu će se primeniti kaznene mere u skladu sa zakonom;</p> <p>2.18. Korisniku se ne može dati novi projekat ako prethodni projekti nisu završeni u skladu sa ugovorom zaključenim sa ARP;</p> <p>2.19. Podnosilac prijave može aplicirati samo sa jednim projektom godišnje;</p>
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<p>2.20. Ndhurma maksimale publike për periudhën e zbatimit të draft programit për Bujqësi dhe Zhvillim Rural 2021 – 2027 për Masën 7 është treqindmijë (300.000) € për përfitues.</p> <p>2.21. Nëse toka ose ndonjë pronë tjetër ku do të bëhet investimi është në bashkëpronësi, aplikuesi duhet të sjellë pëlqimin e bashkëpronarëve dhe kopjet e letërnjoftimeve.</p> <p>2.22. Kontrata për qiramarrje nuk kërkohet vetëm në rastet kur pronari i tokës dhe aplikuesi janë në marrëdhënie bashkëshortore apo në vijë të drejtë të gjakut pa kufij (p.sh.: stërgjyshërit, gjyshërit, prindërit, fëmijët, nipërit, mbesat, e kështu me radhë.) dhe kjo dëshmohet përmes certifikatës së martesës apo certifikatës së lindjes dhe / apo certifikatës së vdekjes.</p> <p>2.23. Po ashtu, aplikuesi duhet të plotësojë Deklaratë nën betim, me të cilën dëshmon se toka me të cilën aplikon dhe për të cilën ai është trashigimtarë potencial, nuk shfrytëzohet nga trashigimtarë tjerë potencial.</p> <p>3. Në rast të projekteve të ndërtimit /zgjerimit/renovimit, me rastin e aplikimit, duhet aplikuesit të dorëzojnë:</p>	<p>2.20. The maximum public assistance for the period of implementation of the draft program for Agriculture and Rural Development 2021 - 2027 for Measure 7 is three hundred thousand (300,000) € per beneficiary;</p> <p>2.21. If the land or any other property where the investment will be made is in joint ownership, the applicant must bring the consent of the co-owners and copies of ID card;</p> <p>2.22. The lease contract is not only required in cases where the landowner and the applicant are in a marital relationship or in a direct line of blood without boundaries (eg: grandparents, grandmothers, parents, children, nephew, nieces, and so on.) and this is evidenced by the marriage certificate or birth certificate and / or death certificate;</p> <p>2.23. Also, the applicant must fill in the Declaration on oath, which proves that the land with which he is applying and for which he is a potential heir, is not used by other potential heirs;</p> <p>3. In case of construction / expansion / renovation projects, upon application, applicants must submit:</p>	<p>2.20. Maksimalna javna pomoć za period realizacije nacrt Programa za poljoprivredu i ruralni razvoj 2021 - 2027 za Meru 7 iznosi trista hiljada (300.000) € po korisniku;</p> <p>2.21. Ako je zemljište ili neka druga imovina na kojoj će se ulagati u zajedničkoj svojini, podnosilac zahteva mora da donese saglasnost suvlasnika i kopije licne karte;</p> <p>2.22. Ugovor o zakupu nije potreban samo u slučajevima kada su zemljoposjednik i podnosilac zahteva u bračnoj vezi ili u direktnoj krvnoj liniji bez granica (npr.: pra bake i deke, dede i bake, roditelji, deca, unuci, nećake i tako dalje.) i to se dokazuje izvodom iz matične knjige venčanih ili izvodom iz matične knjige rođenih i/ili izvodom iz matične knjige umrlih;</p> <p>2.23. Takođe, podnosilac zahteva mora da popuni Izjavu pod zakletvom kojom dokazuje da zemljište sa kojim se prijavljuje i za koje je potencijalni naslednik ne koriste drugi potencijalni naslednici;</p> <p>3. U slučaju projekata izgradnje / proširenja / renoviranja, na prijavu podnosioci prijava moraju dostaviti:</p>
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<p>3.1. Kopjen e skicave;</p> <p>3.2. Paralogarinë e shpenzimeve për materiale dhe për punë;</p> <p>3.3. Fleta poseduese dhe kopja e planit, obligative për të gjithë aplikuesit;</p> <p>3.4. Nëse toka merret me qira - kontratën e noterizuar të qirasë për së paku 10 vjet për parcelën ose objektin ku do të bëhet ndërtimi / zgjerim/rinovim, kurse për projektet që nuk parashohin ndërtim /zgjerim/renovim në pronë të huaj, mjafton kontrata e noterizuar e qiramarrjes për 5 vjet (duke e llogaritur nga viti i aplikimit);</p> <p>3.5. Toka nën hipotekë nuk është e pranueshme për investim, qoftë në pronësi apo e marrë me qira.</p>	<p>3.1. Copy of sketches;</p> <p>3.2. Estimation of expenses for materials and labor;</p> <p>3.3. Possession form and copy of the plan, mandatory for all applicants</p> <p>3.4. If the land is rented - a notarized lease contract for at least 10 years for the plot or building where the construction / expansion / renovation will take place, while for projects that do not provide for construction / expansion / renovation on foreign property, a notarized contract is sufficient. of lease for 5 years (counting from the year of application);</p> <p>3.5. Mortgage land is not eligible for investment, whether owned or leased;</p>	<p>3.1. Kopije skica;</p> <p>3.2. Procena troškova materijala i rada;</p> <p>3.3. Obrazac za posedovanje i kopija plana, obavezni za sve podnosiocce zahteva;</p> <p>3.4. Ukoliko se zemljište izdaje - overen ugovor o zakupu na najmanje 10 godina za parcelu ili zgradu na kojoj će se vršiti izgradnja/dogradnja/renoviranje, dok za projekte koji ne predviđaju izgradnju/dogradnju/renoviranje na stranoj imovini, overen dovoljan je ugovor o zakupu na 5 godina (računajući od godine podnošenja zahteva);</p> <p>3.5. Zemljište pod hipotekom nije prihvatljivo za ulaganje, bilo da je u vlasništvu ili u zakupu;</p>
<p>4. Në rast të projekteve të ndërtimit / zgjerimit me kërkesën për pagesë në AZHB, përfituesit duhet të dorëzojnë:</p> <p>4.1. Lejen ndërtimore nga komuna, për ndërtim/zgjerim me sipërfaqen të bazës mbi 10m²;</p> <p>4.2. Vlerësimin e ndikimit në mjedis, nëse parashihet me Ligj;</p>	<p>4. In case of construction / expansion projects with request for payment in ADA, beneficiaries must submit:</p> <p>4.1. Construction permit from the municipality, for construction / expansion with a base area over 10m²;</p> <p>4.2. Environmental impact assessment, if provided by law;</p>	<p>4. U slučaju projekata izgradnje/proširenja sa zahtevom za plaćanje u ARP, korisnici moraju podneti:</p> <p>4.1. Građevinska dozvola od opštine, za izgradnju/proširenje sa osnovnom površinom preko 10m²;</p> <p>4.2. Procena uticaja na životnu sredinu, ako je to predviđeno zakonom;</p>

<p>4.3. Në rast të ndërtimit/ zgjerimit në hapësirat e parqeve nacionale kërkohet edhe pëlqimi nga MMPHI-ja.</p> <p>5. Për nënmasën - Prodhimi i mjaltit, ata të cilët aplikojnë vetëm për pajisje dhe mjete tjera, e nuk aplikojnë për ndërtim objekti, duhet të dokumentojnë me fotografi për ekzistimin e objektit në momentin e aplikimit.</p> <p>6. Për nënmasën - Zhvillimi i turizmit rural para nënshkrimit të kontratës me Agjencinë për Zhvillimin e Bujqësisë përfituesit potencialë të cilët planifikojnë të investojnë në objekte që janë në Listën e Trashëgimisë Kulturore, duhet ta marrin pëlqimin nga Ministria e Kulturës / Departamenti i Trashëgimisë Kulturore.</p> <p>6.1. Te nën masa - Zhvillimi i turizmit rural – termi “zgjerim”, e ka kuptimin e zgjerimit të objektit ekzistues, nëse aktiviteti i turizmit rural zhvillohet në bungalove/kamp shtëpizë, atëherë lejohet ndërtimi i ri (bungalove/kamp shtëpizave tjera si zgjerim i kapacitete ekzistuese) në parcelën apo në hapësirën ku veç është biznesi ekzistues i turizmit rural, Brenda të njëjtit vendbanim;</p> <p>7. Për nën masën - Kultivimi i peshkut, me kërkesën për pagesë duhet të dorëzohet Licenca për aktivitetet e akuakulturës/ kultivimi i peshkut.</p>	<p>4.3. In case of construction / expansion in the spaces of national parks, the consent of MESP & I is required;</p> <p>5. For the sub-measure -Honey production, those who apply only for equipment and other tools, and do not apply for facility construction, must document with photographs the existence of the facility at the time of application;</p> <p>6. For sub-measure - Development of rural tourism before signing the contract with the Agriculture Development Agency potential beneficiaries who plan to invest in facilities that are on the Cultural Heritage List, must obtain the consent of the Ministry of Culture / Department of Cultural Heritage;</p> <p>6.1. Under measures - Development of rural tourism - the term "expansion", means the expansion of the existing facility, if the rural tourism activity takes place in the bungalow / camp, then new construction is allowed (bungalows / camp other lodges as capacity expansion existing) on the plot or in the space where the existing rural tourism business is already, Within the same settlement;</p> <p>7. For sub-measure - Fish farming, License for aquaculture / fish farming activities must be submitted with the request for payment;</p>	<p>4.3. U slučaju izgradnje/proširenja u prostorima nacionalnih parkova, potrebna je saglasnost MSPP & I;</p> <p>5. Za podmeru -Proizvodnja meda, oni koji konkurišu samo za opremu i druge alate, a ne konkurišu za izgradnju objekta, moraju fotografijama dokumentovati postojanje objekta u trenutku prijave;</p> <p>6. Za podmeru – Razvoj seoskog turizma pre potpisivanja ugovora sa Agencijom za razvoj poljoprivrede potencijalni korisnici koji planiraju da ulažu u objekte koji se nalaze na Listi kulturnog nasleđa, moraju da pribave saglasnost Ministarstva kulture/Departament za kulturno nasleđe. ;</p> <p>6.1. Pod merama – Razvoj seoskog turizma – pod pojmom “proširenje“, podrazumeva se proširenje postojećeg objekta, ukoliko se delatnost seoskog turizma odvija u bungalovu/kampu, onda je dozvoljena nova gradnja (bungalovi/kamp ostali domovi kao proširenje kapaciteta postojeće) na parceli ili u prostoru na kome je već postojeća delatnost seoskog turizma, u okviru istog naselja;</p> <p>7. Za podmeru - Uzgoj ribe, uz zahtev za isplatu se prilaže Dozvola za obavljanje djelatnosti akvakulture / uzgoja ribe;</p>
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<p>7.1. Investimet duhet të jenë në përputhje me standardet përkatëse minimale kombëtare të paraqitura në udhëzuesin për aplikues, të cilat duhet të përmbushen më së voni para kërkesës për pagesën e fundit dhe të verifikohen gjatë kontrollit nga personat zyrtarë në vendin e investimit.</p> <p>7.2. Të bëhet digjitalizimi në vendin ku bëhet investimi.</p> <p>3. Investimet e pranueshme për masën 7:</p> <p>3.1. Ndërtim, zgjerim dhe renovim të pronës së paluajtshme;</p> <p>3.2. Blerja e makinerive dhe pajisjeve të reja, duke përfshirë pajisjet kompjuterike, softuerin dhe pajisje tjera për digjitalizim;</p> <p>3.3. Investimet në prodhimin e energjisë së ripërtitëshme;</p> <p>3.4. Në kuadër të këtij investimi mbështetës, shitja e energjisë elektrike në rrjet lejohet për aq sa respektohet kufiri "vetë-konsum" (d.m.th. energjia elektrike e shitur në rrjet është e barabartë mesatarisht me energjinë elektrike të shpenzuar gjatë vitit). Kjo justifikohet me faktin se, meqenëse energjia elektrike nuk mund të ruhet, ajo nëse nuk</p>	<p>7.1. Investments must comply with the relevant national minimum standards set out in the Guide for Applicants, which must be met at the latest prior to the final payment request and verified during an inspection by officials at the place of investment;</p> <p>7.2. Digitize the place where the investment takes place.</p> <p>3. Eligible investments for measure 7:</p> <p>3.1. Construction, reconstruction, expansion and renovation of immovable property;</p> <p>3.2. Purchase of new machinery and equipment, including computer equipment, software and other digitizing equipment;</p> <p>3.3. Investments in renewable energy production;</p> <p>3.4. Within this supportive investment, the sale of electricity to the network is allowed as long as the "self-consumption" limit is respected (i.e. the electricity sold to the grid is equal to the average electricity consumed during the year). This is justified by the fact that, since electricity cannot be stored, it can,</p>	<p>7.1. Investicije moraju biti u skladu sa relevantnim nacionalnim minimalnim standardima navedenim u Vodiču za aplikante, koji moraju biti ispunjeni najkasnije pre konačnog zahteva za plaćanje i verifikovani tokom inspekcije od strane zvaničnika na mestu ulaganja;</p> <p>7.2. Da se uradi digitalizacija na mestu gde se vrši investicija.</p> <p>3. Prihvatljiva ulaganja za meru 7:</p> <p>3.1. Izgradnja, rekonstrukcija, proširenje i renoviranje nepokretne imovine;</p> <p>3.2. Kupovina novih mašina i opreme, uključujući kompjutersku opremu, softver i drugu opremu za digitalizaciju;</p> <p>3.3. Ulaganja u proizvodnju obnovljive energije;</p> <p>3.4. U okviru ove podrške investiciji, prodaja električne energije mreži je dozvoljena sve dok je dostignuta granica "samopotrošnje" (tj. električna energija prodana mreži jednaka je prosečnoj potrošnji električne energije tokom godine). Ovo se opravdava činjenicom da, pošto se električna energija ne može</p>
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<p>harxhohet, mund të lëshohet në rrjet; rrjeti i energjisë elektrike mund të konceptohet si një vend depozitimi për energjinë elektrike ku futet dhe tërhiqet gjatë vitit në sasi të ngjashme dhe me një ritëm të ndryshëm;</p> <p>3.5. Koncepti i "vetë-konsumit" duhet të kontrollohet në fazën në të cilën paraqitet / vlerësohet një projekt. Investimi konsiderohet i pranueshëm kur kapaciteti (teorik) i energjisë i impiantit të energjisë së rinovueshme ("investimi") nuk tejkalon 120% të konsumit mesatar prej 3 vjetësh të fermës;</p> <p>3.6. Shpenzimet për përgatitjen e planit të biznesit apo projekt propozimit nuk mund të kalojnë vlerën prej 3% të shpenzimeve të pranueshme në rast të investimeve që parashohin ndërtim/gjerim të objekteve, shpenzimi për arkitekt, inxhinier dhe licenca janë të pranueshme deri në vlerën 7% të shpenzimeve të pranueshme.</p>	<p>if not consumed, can be released into the network; the electricity network can be conceived as a storage site for electricity where it is introduced and withdrawn during the year in similar quantities and at different rates;</p> <p>3.5. The concept of "self-consumption" should be checked at the stage when a project is presented / evaluated. The investment is considered eligible when the (theoretical) energy capacity of the renewable energy plant ("investment") does not exceed 120% of the average 3-year farm consumption;</p> <p>3.6. Costs for the preparation of the business plan or project proposal may not exceed the value of 3% of eligible costs; - In case of investments that provide for the construction / expansion of facilities, costs for architect, engineer and license are eligible up to 7% of eligible costs.</p>	<p>skladištiti, može, ako se ne potroši, mora se pustiti u mrežu; električna mreža se može zamisliti kao skladište električne energije gde se ona uvodi i povlači tokom godine u sličnim količinama i s jednim različitim tempom;</p> <p>3.5. Koncept "sopstvene potrošnje" treba proveriti u fazi u kojoj je projekat predstavljen/ocenjen. Investicija se smatra prihvatljivom kada (teoretski) energetska kapacitet postrojenja za obnovljivu energiju ("investicija") ne prelazi 120% prosečne trogodišnje potrošnje na farmi;</p> <p>3.6. Troškovi izrade poslovnog plana ili predloga projekta ne mogu prelaziti vrednost od 3% opravdanih troškova; - U slučaju investicija koje predviđaju izgradnju/proširenje objekata, troškovi za arhitektu, inženjera i licencu su prihvatljivi do 7% opravdanih troškova.</p>
<p>4. Shkalla e përkrahjes publike:</p> <p>4.1. Vlera minimale e pranueshme për projekt për të gjitha nën-masat pesëmbëdhjetëmijë (15,000) euro;</p> <p>4.2. Përkrahja publike është 60% e shpenzimeve të pranueshme të investimit;</p>	<p>4. Level of public support:</p> <p>4.1. Minimum acceptable project value for all sub-measures fifteen thousand (15,000) euros;</p> <p>4.2. Public support is 60% of eligible investment costs;</p>	<p>4. Stepen javne podrške:</p> <p>4.1. Minimalna prihvatljiva vrednost projekta za sve podmere petnaest hiljada (15.000) evra;</p> <p>4.2. Javna podrška iznosi 60% prihvatljivih troškova ulaganja;</p>

<p>4.3. Vlera maksimale e shpenzimeve të pranueshme për projekt sipas nën-masave;</p> <p>4.4. Grumbullimi, përpunimi dhe promovimi i produkteve jo drusore të pyllit – njëqindmijë (100,000) euro;</p> <p>4.5. Zhvillimi dhe promovimi i turizmit rural është njëqindmijë (100,000) euro;</p> <p>4.6. Përpunimi i prodhimeve bujqësore në ekonomi familjare- pesëdhjetëmijë (50,000) euro;</p> <p>4.7. Prodhimi i mjaltit - tridhjetëmijë (30,000) euro;</p> <p>4.8. Aktivitete jo-bujqësore në zona rurale – tridhjetëmijë (30,000) euro</p> <p>4.9. Përpunimi i leshit –vlera e projektit njëqindmijë (100,000) euro;</p>	<p>4.3. Maximum value of eligible project costs under sub-measures;</p> <p>4.4. Collection, processing and promotion of non-timber forest products - one hundred thousand (100,000);</p> <p>4.5. Development and promotion of rural tourism is one hundred thousand (100,000) euros;</p> <p>4.6. Processing of agricultural products in the household - fifty thousand (50,000) euros;</p> <p>4.7. Honey production - thirty thousand (30,000) euros;</p> <p>4.8. Non-agricultural activities in rural areas - thirty thousand (30,000) euros;</p> <p>4.9. Wool processing - project value one hundred thousand (100,000) euros;</p>	<p>4.3. Maksimalna vrednost prihvatljivih troškova projekta po podmerama;</p> <p>4.4. Sakupljanje, prerada i promocija nedravnih šumskih proizvoda - sto hiljada (100.000);</p> <p>4.5. Razvoj i promocija seoskog turizma je sto hiljada (100.000) evra;</p> <p>4.6. Prerada poljoprivrednih proizvoda u domaćinstvu – pedeset hiljada (50.000) evra;</p> <p>4.7. Proizvodnja meda - trideset hiljada (30.000) evra;</p> <p>4.8. Nepoljoprivredne aktivnosti u ruralnim područjima - trideset hiljada (30.000) evra;</p> <p>4.9. Prerada vune - vrednost projekta sto hiljada (100.000) evra;</p>
<p>4.10. Prodhimi i humusit vlera e projektit pesëdhjetëmijë (50,000) euro;</p> <p>4.11. Rritja e shpezëve te fshatit tridhjetëmijë (30,000) euro;</p> <p>4.12. Kultivimi i peshkut - njëqindmijë (100,000) euro.</p>	<p>4.10. Humus production project value fifty thousand (50,000) euros;</p> <p>4.11. Raising poultry in the village thirty thousand (30,000) euros;</p> <p>4.12. Fish farming - one hundred thousand (100,000) euros.</p>	<p>4.10. Vrednost projekta proizvodnje humusa pedeset hiljada (50.000) evra;</p> <p>4.11. Uzgajanje živine u selu trideset hiljada (30.000) evra;</p> <p>4.12. Uzgoj ribe – sto hiljada (100.000) evra.</p>

<p>5. Afati i zbatimit</p> <p>1. Afati i zbatimit të projekteve të kësaj mase është 90 ditë nga dita e nënshkrimit të kontratës me AZHB-në, përveç për nënmasën - Akuakultura/kultivimi i peshkut – në të cilën afati i zbatimit të projektit është 10 muaj (300 ditë) me mundësi vazhdimi në përputhje me legjislacionin në fuqi.</p> <p>2. Pas periudhës prej 90 ditëve, respektivisht 300 ditë, përfituesi ka edhe 15 ditë shtesë për përgatitjen e dokumentacionit dhe paraqitjen e kërkesës për pagesë.</p> <p>3. AZHB-ja mund të zgjasë afatin e zbatimit për më së shumti 30 ditë, nëse ka arsye të qëndrueshme për këtë, siç është kushtet e papershtatshme klimatike, sjellja e ndonjë makinerie specifike prej ndonjë vendi tjetër.</p>	<p>5. Deadline for implementation</p> <p>1. The deadline for the implementation of projects of this measure is 90 days from the day of signing the contract with ADA, except for the sub-measure - Aquaculture / fish cultivation - in which the project implementation deadline is 10 months (300 days) with possibilities continuation in accordance with applicable law.</p> <p>2. After the period of 90 days, respectively 300 days, the beneficiary has an additional 15 days to prepare the documentation and submit the request for payment.</p> <p>3. ADA may extend the implementation period by a maximum of 30 days, if there are constant reasons for this, such as unfavorable climatic conditions, the bringing of any specific machinery from another country.</p>	<p>5. Rok sprovođenja</p> <p>1. Rok za realizaciju projekata ove mere je 90 dana od dana potpisivanja ugovora sa ARP, osim za podmeru – Akvakultura/uzgoj riba – u kojoj je rok za realizaciju projekta 10 meseci (300 dana) sa mogućnosti nastavka u skladu sa važećim zakonom.</p> <p>2. Nakon perioda od 90 dana, odnosno 300 dana, korisnik ima dodatnih 15 dana da pripremi dokumentaciju i podnese zahtev za isplatu.</p> <p>3. ARP može produžiti period implementacije za najviše 30 dana, ako za to postoje ubedljivi razlozi, kao što su nepovoljni klimatski uslovi, donošenje bilo koje posebne mašinerije iz druge zemlje.</p>
<p>KAPITULLI VII</p> <p>NËNMASAT</p> <p>VII.I. PRODHIMI I MJALTIT</p> <p>Neni 18</p> <p>Kriteret e pranueshmërisë</p> <p>1. Kriteret e veçanta të pranueshmërisë</p>	<p>CHAPTER VII</p> <p>SUB MEASURES</p> <p>VII.I. PRODUCTION OF HONEY</p> <p>Article 18</p> <p>Eligibility criteria</p> <p>1. Special eligibility criteria</p>	<p>POGLAVLJE VII</p> <p>PODMERE</p> <p>VII.I. PROIZVODNJA MEDA</p> <p>Član 18</p> <p>Kriterijumi prihvatljivosti</p> <p>1. Specifični kriterijumi podobnosti</p>

<p>1.1. Aplikuesi, qoftë person fizik apo juridik duhet të kenë minimum 30 koshere me bletë.</p> <p>2. Investimet e pranueshme për prodhimin e mjaltit:</p> <p>2.1. Blerja e koshereve pa bletë;</p> <p>2.2. Blerja e makinerisë dhe pajisjeve për prodhimin dhe përpunimin e mjaltit;</p> <p>2.3. Rimorkio të specializuara për bartjen e koshereve, vetëm për aplikuesit me mbi 100 koshere;</p> <p>2.4. Investimet në pajisje për nxjerrjen e produkteve të bletës;</p> <p>2.5. Investimet në pajisje për kultivimin e mëmave;</p> <p>2.6. Ndërtimi / rinovimi / zgjerimi i dhomës së mjaltit (maksimumi pesëmijë (5.000) euro);</p>	<p>1.1 The applicant, whether natural or legal persons must have a minimum of 30 beehives.</p> <p>2. Eligible investments for production of honey:</p> <p>2.1. Purchase of hives without bees;</p> <p>2.2. Purchase of machinery and equipment for honey production and processing;</p> <p>2.3. Specialized trailers for transporting hives, only for applicants with over 100 hives;</p> <p>2.4. Investments in equipment for the extraction of bee products;</p> <p>2.5. Investments in equipment for cultivation of bee parents;</p> <p>2.6. Construction/renovation/expansion of room for honey, maximum cost (5,000) five thousand euro;</p>	<p>1.1. Podnosilac prijave, bilo fizičko ili pravno lice, treba imati najmanje 30 košnica sa pčelama.</p> <p>2. Prihvatljiva ulaganja za proizvodnju meda:</p> <p>2.1. Kupovina košnica bez pčela;</p> <p>2.2. Kupovina mašina i opreme za proizvodnju i preradu meda;</p> <p>2.3. Specijalizovana prikolica za prevoz košnica, samo za podnosiocce zahteva sa preko 100 košnica;</p> <p>2.4. Ulaganja u opremu za vađenje pčelinjih proizvoda;</p> <p>2.5. Ulaganja u opremu za uzgoj matice;</p> <p>2.6. Izgradnja / renoviranje / proširenje prostorije za med maksimum do pethiljada (5000) evra;</p>
<p>2.7. Blerja e pajisjeve laboratorike për analizim të produkteve të bletëve;</p> <p>2.8. Blerja e linjave teknologjike për mbushje dhe paketim të mjaltit;</p>	<p>2.7. Purchase of laboratory equipment for analysis of bee products;</p> <p>2.8. Purchase of technological lines for filling and packaging of honey;</p>	<p>2.7. Kupovina laboratorijske opreme za analizu pčelinjih proizvoda;</p> <p>2.8. Kupovina tehnoloških linija za punjenje i pakovanje meda;</p>

<p>2.9. Blerja dhe vendosja e pajisjeve për prodhimin e energjisë së ripërtëritshme;</p> <p>2.10. Investimet për përmirësimin e sigurisë së cilësisë së mjalit;</p> <p>2.11. Blerja e pajisjeve për IT, dhe dixhitalizim;</p> <p>2.12. Investime për trajtimin e mbetjeve të prodhimit dhe mbetjeve të ujit;</p> <p>2.13. Investime në marketing;</p> <p>2.14. Te gjitha pajisjet të linjës së vjeljes së mjalit të i'u gravohet numri i NIF-it të fermerit;</p> <p>3. Kriteret e përzgjedhjes për Masën 7 Diversifikimi i Fermave dhe Zhvillimi i Bizneseve për Nën Masën - Prodhimi i mjalit është e përcaktuar në Shtojcën III Tabela 4 të këtij Udhëzimi Administrativ.</p>	<p>2.9. Purchase and installation of equipment for the production of renewable energy;</p> <p>2.10. Investments to improve the quality assurance of honey;</p> <p>2.11. Purchase of equipment for IT, and digitalization;</p> <p>2.12. Investments for the treatment of production waste and water waste;</p> <p>2.13. Investments in marketing;</p> <p>2.14. All farmer's equipment must be engraved on the farmer's NIF number;</p> <p>3. Selection Criteria for Measure 7 Farm Diversification and Business Development for Sub-Measure - Honey production is defined in Annex III Table 4 of this Administrative Instruction.</p>	<p>2.9. Kupovina i ugradnja opreme za proizvodnju obnovljive energije;</p> <p>2.10. Ulaganja za poboljšanje kvaliteta meda;</p> <p>2.11. Kupovina opreme za IT i digitalizaciju;</p> <p>2.12. Investicije za tretman proizvodnog otpada i vodnog otpada;</p> <p>2.13. Investicije u marketingu;</p> <p>2.14. Sva oprema linije za skupljanje meda ugravirati broj NIF-a farmera;</p> <p>3. Kriterijumi odabira za meru 7 Diverzifikacija farme i razvoj poslovanja za podmeru – proizvodnja meda definisani su u Aneksu III tabele 4 ovog Administrativnog uputstva.</p>
<p style="text-align: center;">NËNMASAT</p> <p style="text-align: center;">VII.II GRUMBULLIMI DHE PËRPUNIMI I PRODUKTEVE JO DRUSORE TË PYLLIT PËRFSHIRË BIMËT MJEKSORE DHE AROMATIKE</p> <p style="text-align: center;">Neni 19 Kriteret e pranueshmerisë</p>	<p style="text-align: center;">SUB MEASURES</p> <p style="text-align: center;">VII.II COLLECTION AND PROCESSING OF NON WOOD FORESTS PRODUCTS INCLUDING MEDICAL AND AROMATIC PLANTS</p> <p style="text-align: center;">Article 19 Eligibility criteria</p>	<p style="text-align: center;">PODMERE</p> <p style="text-align: center;">VII.II SAKUPLJANJE I PRERADA NEDRVENIH ŠUMSKIH PROIZVODA UKLJUČUJUĆI LEKOVITO I AROMATIČNO BILJE</p> <p style="text-align: center;">Član 19 Kriterijumi prihvatljivosti</p>

<p>1. Kriteret e veçanta të pranueshmërisë</p> <p>1.1 Të drejtë aplikimi kanë vetëm personat juridik ose bizneset individuale të regjistruar në ARBK me aktivitetin përkatës;</p> <p>1.2 Aplikuesi duhet të jetë i licencuar për grumbullimi e PJDP dhe BMA (nga Departamenti i Pylltarisë);</p> <p>2. Investimet e pranushme për grumbullim dhe përpunim i produkteve jo drusore të pyllit, përfshirë bimët mjeksore dhe aromatike</p> <p>2.1 Ndërtimi /zgjerimi/renovimi i objektit;</p> <p>2.2. Blerja e pajisjeve për përpunimin, magazinimin, paketimin e produkteve të sektorit;</p> <p>2.3. Blerja e pajisjeve për larje, pastrim, ruajtje, klasifikim, etiketim;</p> <p>2.4. Blerja e pajisjeve për tharje, për ftohje, për ngrirje të thellë;</p> <p>2.5. Blerja e rafteve për tharje;</p> <p>2.6. Blerja dhe vendosja e pajisjeve për prodhimin e energjisë së ripërtëritshme;</p>	<p>1. Special eligibility criteria</p> <p>1.1. Only legal entities or individual businesses registered with KBRA with the relevant activities have the right to apply;</p> <p>1.2. The applicant must be licensed to collect PJDP and BMA (from the Department of Forestry);</p> <p>2. Eligible investments for collection and processing of non wood forests products, including medical and aromatic plants</p> <p>2.1. Construction/expansion/renovation of the facility;</p> <p>2.2. Purchase of equipment for processing, storage, packaging of products of the sector in question;</p> <p>2.3 Purchase of equipment for washing, cleaning, storage, sorting, labeling;</p> <p>2.4 Purchase of equipment for drying, cooling, deep freezing;</p> <p>2.5. Purchase of drying shelves;</p> <p>2.6. Purchase and installation of equipment for the production of renewable energy;</p>	<p>1. Specifični kriterijumi podobnosti</p> <p>1.1. Pravo da se prijave imaju samo pravna lica ili pojedinačna preduzeća registrovana u KBRA sa relevantnom delatnošću ;</p> <p>1.2. Podnosilac zahteva mora da bude licenciran za prikupljanje PJDP-NŠP i BMA-MAB (od Departamenta za šumarstvo);</p> <p>2. Prihvatljiva ulaganja za sakupljanje i prerada nedrvnih šumskih proizvoda, uključujući lekovito i aromatično bilje</p> <p>2.1. Izgradnja / rekonstrukcija / proširenje objekta;</p> <p>2.2. Kkupovina opreme za preradu, skladištenje, pakovanje proizvoda predmetnog sektora;</p> <p>2.3 Kupovina opreme za pranje, čišćenje, skladištenje, sortiranje, etiketiranje;</p> <p>2.4 Kupovina opreme za sušenje, hlađenje, duboko zamrzavanje;</p> <p>2.5. Kupovina polica za sušenje;</p> <p>2.6. Kupovina i ugradnja opreme za proizvodnju obnovljive energije;</p>
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<p>2.7. Blerja e pajisjeve per IT, dhe digjitalizim;</p> <p>2.8. Investime për trajtimin e mbetjeve dhe trajtimin e ujit.</p> <p>3. Kriteret e përzgjedhjes për Masën 7 Divesifikimi i Fermave dhe Zhvillimi i Bizneseve për Nën Masën Grumbullimi, përpunimi dhe promovimi i produkteve jo drusore të malit është e përcaktuar në Shtojcën III Tabela 5 të këtij Udhëzimi Administrativ.</p> <p>VII.II. PËRPUNIMI I PRODHIMEVE BUJQËSORE NË EKONOMITË FAMILJARE</p> <p>Neni 19 Kriteret e pranueshmërisë</p> <p>1. Kriteret e veçanta të pranueshmërisë:</p> <p>1.1. Të drejtë aplikimi kanë personat fizik dhe juridik në keto aktivitete për përpunim;</p> <p>1.1.1 Përpunimi i prodhimeve blegtorale;</p> <p>1.1.2 Përpunimi i pemëve, perimeve dhe kërpurdhave;</p> <p>1.1.3 Përpunimi i verës dhe rakisë;</p> <p>1.1.4. Përpunimi i drithërave/brumrave (brumëra të llojeve të ndryshme, ëmbëlsira);</p>	<p>2.7 Purchase of IT equipment, and digitalization;</p> <p>2.8 Investments for waste treatment and water treatment.</p> <p>3. Selection Criteria for Measure 7 Farm Diversification and Business Development for Sub-Measure The collection, processing and promotion of non-timber mountain products is set out in Annex III Table 5 of this Administrative Instruction.</p> <p>VII.II. PROCESSING OF AGRICULTURAL PRODUCTS IN HOUSEHOLDS</p> <p>Article 19 Eligibility criteria</p> <p>1. Special eligibility criteria:</p> <p>1.1. Natural legal persons have the right to apply in these processing activities.</p> <p>1.1.1 Processing of livestock products;</p> <p>1.1.2 Processing of fruits, vegetables and mushrooms;</p> <p>1.1.3 Wine and brandy processing;</p> <p>1.1.4. Processing of cereals / doughs (doughs of different types, cakes);</p>	<p>2.7.Kupovina opreme IT-a i digitalizacije;</p> <p>2.8 Investicije za tretman otpada i tretman vode.</p> <p>3. Kriterijumi odabira za meru 7 Diverzifikacija gazdinstava i razvoj poslovanja za podmeru Sakupljanje, prerada i promocija nedrvnih planinskih proizvoda dat je u Aneksu III Tabele 5 ovog Administrativnog uputstva.</p> <p>VII.II. PRERADA POLJOPRIVREDNIH PROIZVODA U DOMAĆINSTVIMA</p> <p>Član 19 Kriterijumi prihvatljivosti</p> <p>1. Specifični kriterijumi podobnosti:</p> <p>1.1 pravo prijav imaju fizicka i pravna lica u ovim aktivnostma prerade;</p> <p>1.1.1. Prerada stočarskih proizvoda;</p> <p>1.1.2. Prerada voća, povrća i pečuraka;</p> <p>1.1.3. Prerada vina i rakije;</p> <p>1.1.4. Prerada žitarica/testa (testa različitih vrsta, slatkiš-kolači);</p>
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<p>1.1.5. Përfituesit e kësaj nën masë para kërkesës për pagesë përfundimtare duhet të regjistrohen në regjistrin qendror të objekteve të regjistruara ose të aprovuara në AUV (në varësi të kapacitetit prodhues).</p> <p>2. Investimet e pranueshme:</p> <p>2.1. Ndërtimi / rinovimi / zgjerimi i objekteve për prodhim, ruajtje dhe përpunim të prodhimeve;</p> <p>2.2. Ndërtimi / rinovimi / zgjerimi i objekteve me pamje të përshtatur stilit të zonës rurale për përdorim si pika shitëse për prodhimet lokale (të përshkruhet në projekt-propozim);</p> <p>2.3. Investimet në makina dhe pajisje për përpunimin e mishit, qumështit (përfshirë njësitë mobile për përpunimin e qumështit), përpunimin e pemëve dhe perimeve, për pastrim, klasifikim, tharje, grumbullim, pasterizim, ruajtje, frigorifer me ftohje, me ngrirje, furra për pjekje të brumërave, përzierëse të ndryshme të brumërave, pajisje për prodhimin e rakisë, pajisje për mbushje për raki dhe verëra, prodhime të verës, etj;</p> <p>2.4. Investimet në blerjen e pajisjeve për matje, paketim dhe etiketim;</p>	<p>1.1.5. Beneficiaries of this sub-measure before the request for final payment must be registered in the central register of facilities registered or approved in the FVA (depending on production capacity).</p> <p>2. Eligible investments:</p> <p>2.1. Construction / renovation / expansion of facilities for production, storage and processing of products;</p> <p>2.2. Construction / renovation / expansion of facilities with views adapted to the style of the rural area for use as points of sale for local products (to be described in the project proposal);</p> <p>2.3. Investments in machinery and equipment for processing meat, milk (including mobile milk processing units), processing of fruits and vegetables, for cleaning, sorting, drying, collection, pasteurization, storage, refrigeration, refrigeration, freezing, ovens for baking of doughs, various dough mixers, equipment for the production of brandy, equipment for filling for brandy and wines, wine products, etc;</p> <p>2.4 Investments in the purchase of equipment for measurement, packaging and labeling;</p>	<p>1.1.5. Korisnici ove podmere pre zahteva za konačnu isplatu moraju biti registrovani u centralnom registru objekata registrovanih ili odobrenih u AHV (u zavisnosti od proizvodnog kapaciteta).</p> <p>2. Prihvatljive investicije:</p> <p>2.1. Izgradnja / renoviranje / proširenje objekata za proizvodnju, skladištenje i preradu proizvoda;</p> <p>2.2 Izgradnja / renoviranje / proširenje objekata sa pogledom prilagođenim stilu ruralnog područja za korišćenje kao prodajna mesta za lokalne proizvode (opisati u predlogu projekta);</p> <p>2.3 Ulaganja u mašine i opremu za preradu mesa, mleka (uključujući mobilne jedinice za preradu mleka), preradu voća i povrća, za čišćenje, sortiranje, sušenje, sakupljanje, pasterizaciju, skladištenje, hlađenje, zamrzavanje, peći za pečenje testa, razna testa mikseri, oprema za proizvodnju rakije, oprema za punjenje rakije i vina, proizvodi od vina i dr;</p> <p>2.4. Ulaganja u nabavku opreme za merenje, pakovanje i obeležavanje;</p>
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<p>2.5. Blerja dhe vendosja e pajisjeve për prodhimin e energjisë së ripërtëritshme;</p> <p>2.6. Investime për trajtimin e mbetjeve të prodhimit dhe mbetjeve të ujit;</p> <p>2.7. Blerja e pajisjeve për IT, dhe dixhitalizim;</p> <p>2.8. Investimet në pajisje specifike, me qëllim të përmirësimit të sigurisë dhe cilësisë së ushqimit;</p> <p>3. Kriteret e përzgjedhjes për Masën 7 Diversifikimi i Fermave dhe Zhvillimi i Bizneseve për Nën Masën Përpunimi i prodhimeve bujqësore në ekonomi familjare është e përcaktuar në Shtojcën III Tabela 6 të këtij Udhëzimi Administrativ.</p> <p style="text-align: center;">VII. III. AKTIVITETET JO BUJQËSORE NË ZONA RURALE</p> <p style="text-align: center;">Neni 20 Kriteret e pranueshmërisë</p>	<p>2.5. Purchase and installation of equipment for the production of renewable energy;</p> <p>2.6. Investments for the treatment of production waste and water waste;</p> <p>2.7 Purchase of IT equipment, and digitalization;</p> <p>2.8. Investments in specific equipment, in order to improve food safety and quality;</p> <p>3. Selection Criteria for Measure 7 Farm Diversification and Business Development for Sub-Measure Processing of agricultural products in households is defined in Annex III Table 6 of this Administrative Instruction.</p> <p style="text-align: center;">VII. III. NON-AGRICULTURAL ACTIVITIES IN RURAL AREAS</p> <p style="text-align: center;">Article 20 Eligibility criteria</p>	<p>2.5. Kupovina i ugradnja opreme za proizvodnju obnovljive energije;</p> <p>2.6. Investicije za tretman proizvodnog otpada i otpadnih voda;</p> <p>2.7. Nabavka opreme IT-ia i digitalizacija;</p> <p>2.8. Investicije u posebnu opremu, u cilju poboljšanja bezbednosti i kvaliteta hrane;</p> <p>3. Kriterijumi odabira za meru 7 Diverzifikacija gazdinstava i razvoj poslovanja za podmeru preradu poljoprivrednih proizvoda u domaćinstvima definisani su u Aneksu III tabele 6 ovog Administrativnog uputstva.</p> <p style="text-align: center;">VII. III. NEPOLJOPRIVREDNE DELATNOSTI U RURALNIM PODRUČJIMA</p> <p style="text-align: center;">Član 20 Kriterijumi prihvatljivosti</p>
<p>1. Kriteret e veçanta të pranueshmërisë:</p> <p>1.1. Të drejtën e aplikimit kanë personat fizik dhe juridik ne këto aktivitete;</p> <p>1.1.1. prodhimi dhe perpunim i produkteve nga lekura;</p>	<p>1. Special eligibility criteria:</p> <p>1.1. The right of application has the natural and legal persons;</p> <p>1.1.1. Production and processing of leather products;</p>	<p>1. Specifični kriterijumi podobnosti:</p> <p>1.1. Pravo prijave imaju fizička i pravna lica u ovim aktivnostima;</p> <p>1.1.1. proizvodnja i prerada od kože;</p>

<p>1.1.2. prodhimi dhe përpunimi i produkteve nga leshi;</p> <p>1.1.3. prodhimi dhe përpunimi i produkteve nga druri;</p> <p>1.1.4. prodhimi dhe përpunimi i produkteve nga metali;</p> <p>1.1.5. prodhimi dhe përpunimi i produkteve nga letra;</p> <p>1.1.6. prodhimi dhe përpunimi i produkteve nga plastika;</p> <p>1.1.7. prodhimi dhe përpunimi i produkteve nga poçarija dhe çeramika;</p> <p>1.1.8. prodhimi dhe përpunimi i produkteve nga tekstili;</p> <p>1.1.9. prodhimi i humusit.</p> <p>2. Investimet e pranueshme:</p>	<p>1.1.2. Production and processing of wool products;</p> <p>1.1.3. Production and processing of wood products;</p> <p>1.1.4. Production and processing of metal products;</p> <p>1.1.5. Production and processing of paper products;</p> <p>1.1.6. Production and processing of plastic products;</p> <p>1.1.7. Production and processing of ceramics products;</p> <p>1.1.8. Production and processing of textile products;</p> <p>1.1.9. Humus production.</p> <p>2. Eligible investments:</p>	<p>1.1.2. proizvodnja i prerada od vunë;</p> <p>1.1.3. proizvodnja i prerada od drva;</p> <p>1.1.4. proizvodnja i prerada od metala;</p> <p>1.1.5. proizvodnja i prerada od papira;</p> <p>1.1.6. proizvodnja i prerada od plastke;</p> <p>1.1.7. proizvodnja i prerada od grcara i keramike;</p> <p>1.1.8. proizvodnja i prerada od tekstila;</p> <p>1.1.9. proizvodnja humusa</p> <p>2. Prihvatljive investicije:</p>
<p>2.1 Ndërtim / renovim / zgjerim i objektit;</p> <p>2.2. Blerja e mjeteve dhe pajisjeve për kryerjen e veprimtarive jo bujqësore;</p> <p>2.3 Blerja dhe vendosja e pajisjeve për prodhimin e energjisë së ripërtëritshme;</p>	<p>2.1. Construction / renovation / expansion building;</p> <p>2.2. Purchase of tools and equipment for carrying out non-agricultural activities;</p> <p>2.3. Purchase and installation of equipment for the production of renewable energy;</p>	<p>2.1 Izgradnja / rekonstrukcija / proširenje objekta;</p> <p>2.2. Nabavka alata i opreme za obavljanje nepoljoprivrednih delatnosti;</p> <p>2.3 Kupovina i ugradnja opreme za proizvodnju obnovljive energije;</p>

<p>2.4 Blerja dhe vendosja e pajisjeve për trajtimin e mbetjeve të prodhimit dhe të ujit.</p> <p>3. Kriteret e përzgjedhjes për Masën 7 Diversifikimi i Fermave dhe Zhvillimi i Bizneseve për Nën Masën Zhvillimi i aktiviteteve artizanale është e përcaktuar në Shtojcën III Tabela 7 të këtij Udhëzimi Administrativ.</p> <p>VII.IV. ZHVILLIMI DHE PROMOVIMI I TURIZMIT RURAL DHE AGRO – TURIZMI</p> <p>Neni 21 Kriteret e pranueshmërisë</p> <p>1. Kriteret e veçanta të pranueshmërisë:</p> <p>1.1. Apikuesi duhet të dëshmojnë se objekti që do të rinovohet /zgjerohet ti përshtatet stilit” të zonës rurale”;</p> <p>1.2. Objekti ekzistues në të cilën do të investohet, me rastin e aplikimit, duhet të dëshmohet Të mbështetet me fotografi dhe të ketë pamje që i përshtatet stilit të zonës rurale;</p> <p>1.3. Përfituesit të cilët planifikojnë të investojnë në objekte që janë në Listën e Trashëgimisë Kulturore, para nënshkrimit të kontratës me Agjencinë për Zhvillimin e Bujqësisë, duhet ta marrin pëlqimin nga</p>	<p>2.4. Purchase and installation of equipment for the treatment of production waste and water</p> <p>3. Selection Criteria for Measure 7 Farm Diversification and Business Development for Sub-Measure, the development of craft activities is defined in Annex III Table 7 of this Administrative Instruction.</p> <p>VII.IV. DEVELOPMENT AND PROMOTION OF RURAL TOURISM AND AGRO TOURISM</p> <p>Article 21 Eligibility criteria</p> <p>1. Special eligibility criteria:</p> <p>1.1 The applicant must prove that the facility to be renovated / expanded fits the “rural area” style;</p> <p>1.2 The existing facility in which will be invested, at the time of application, must be proven supported by photographs and have a view that fits the style of the rural area;</p> <p>1.3. Beneficiaries who plan to invest in objects that are on the Cultural Heritage List, before signing the contract with the Agricultural Development Agency, must obtain the consent of the Ministry of Culture</p>	<p>2.4. Nabavka i ugradnja opreme za tretman proizvodnog otpada i vode</p> <p>3. Kriterijumi odabira za meru 7 Diverzifikacija farme i razvoj poslovanja za podmeru Razvoj zanatskih delatnosti je definisan u Aneksu III Tabele 7 ovog Administrativnog uputstva.</p> <p>VII.IV. RAZVOJ I PROMOVISANJE SEOSKOG I AGRO-TURIZMA</p> <p>Član 21 Kriterijumi prihvatljivosti</p> <p>1. Specifični kriterijumi podobnosti:</p> <p>1.1 Podnosilac zahteva mora dokazati da objekat koji se renovira/proširuje odgovara stilu “ruralne oblasti”;</p> <p>1.2 Postojeći objekat u koji će se ulagati, u trenutku prijave, mora biti dokazan, potkrijepljen fotografijama i imati izgled koji odgovara stilu ruralnog područja;</p> <p>1.3. Korisnici koji planiraju da investiraju u objekte koji se nalaze na Listi kulturnog nasleđa, pre potpisivanja ugovora sa Agencijom za razvoj poljoprivrede, moraju da pribave saglasnost Ministarstva</p>
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<p>Ministria e Kulturës / Departamenti i Trashëgimisë Kulturore;</p> <p>1.4. Aplikuesi në momentin e aplikimit duhet ta dorëzojë projektin ideor të përgatitur nga arkitekti i diplomuar (vërtetohet me diplomë të fakultetit);</p> <p>1.5. Objekti i planifikuar të ndërtohet/zgjerohet, sipas projektit, i përshtatet stilit të zonës;</p> <p>1.6. Nëse aplikuesi është personat fizik /fermë para kërkesës për pagese duhet të regjistrohet si biznes dhe atë si ofruer i shërbimeve “hoteliere/bujtinë”;</p> <p>1.7. Personat fizik mund të aplikojnë për objekte me jo më shumë se 4 dhoma dhe jo më shumë se 10 shtetër kurse personat juridik deri në 8 dhoma dhe jo më shumë se 16 shtretër;</p> <p>1.8. Personat fizik që aplikojnë për shërbimeve të ushqimit/restorant duhet të regjistrohet si biznes, para kërkesës për pagese si ofruer i shërbimeve “hoteliere” (Restoranti duhet të ketë kapacitet prej 25 deri 50 ulëse);</p> <p>1.9. Në rast të investimeve në ndërtimin e shtigjeve për këmbësorë dhe biçiklistë përreth objekteve të turizmit rural dhe kur</p>	<p>/ Department of Cultural Heritage;</p> <p>1.4. The applicant at the time of application must submit the conceptual design prepared by the graduate architect (certified by a university degree);</p> <p>1.5. The facility planned to be built / expanded, according to the project, fits the style of the area;</p> <p>1.6. If the applicant is a natural person / farm before the request for payment must be registered as a business and as a provider of "hotel / guesthouse" services;</p> <p>1.7 Natural persons can apply for facilities with no more than 4 rooms and not more than 10 states and legal entities up to 8 rooms and not more than 16 beds;</p> <p>1.8. Natural persons applying for food / restaurant services must register as a business, before requesting payment as a "hotel" service provider (Restaurant must have a capacity of 25 to 50 seats);</p> <p>1.9. In case of investments in the construction of pedestrian and bicycle paths around rural tourism facilities and when</p>	<p>kulture / Departamenta za kulturno nasleđe;</p> <p>1.4. Podnosilac prijave u trenutku podnošenja prijave mora dostaviti idejni projekat koji je izradio diplomirani arhitekta (overena od strane univerzitetske diplome);</p> <p>1.5 Predvideni objekat za izgradnju / proširenje, prema projektu, odgovara stilu prostora;</p> <p>1.6. Ako je podnosilac zahteva fizičko lice / poljoprivredno gazdinstvo pre zahteva za isplatu mora biti registrovan kao biznis i kao pružalac usluga “hotela/ pansiona”;</p> <p>1.7. Fizička lica mogu konkurisati za objekte sa najviše 4 sobe i najviše 10 država, a pravna lica do 8 soba i ne više od 16 ležajeva;</p> <p>1.8. Fizička lica koja se prijavljuju za usluge ishrane/ugostiteljstva moraju se registrovati kao biznis, pre nego što zatraže plaćanje kao pružalac “hotelskih“ usluga (restoran mora imati kapacitet od 25 do 50 mesta);</p> <p>1.9. U slučaju ulaganja u izgradnju pešačkih i biciklističkih staza oko objekata seoskog turizma i kada ove staze prolaze</p>
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<p>këto shtigje kalojnë nëpër pronë private, me rastin e aplikimit duhet të sillen pëlqimi i noterizuar i pronarëve të pronave nëpër të cilat kalon ky shteg.</p> <p>2. Investimet e pranueshme:</p> <p>2.1. Rindërtim dhe zgjerim i objektit ekzistues për ofrimin e shërbimeve të akomodimit, ambienteve për përgatitjen e ushqimit dhe pijeve;</p> <p>2.2. Blerja e pajisjeve dhe orendive për rregullim të brendshëm të objektit;</p> <p>2.3. Rregullimi i infrastrukturës turistike (parqe tematike ose argëtimi, fusha tenisi, pishina, shtigje rekreative, shtigje fitnesi, rrugë panoramike, shtigje për çiklizëm);</p> <p>2.4. Blerja dhe vendosja e pajisjeve për prodhimin e energjisë së ripërtëritshme;</p>	<p>these paths pass through private property, the application must bring the notarized consent of the owners of the properties through which this path passes.</p> <p>2. Eligible investments:</p> <p>2.1. Reconstruction and expansion of the existing facility for offering the accommodation services, food and drinks preparation facilities;</p> <p>2.2. Purchase of equipment and furniture for interior decoration of the building;</p> <p>2.3. Regulation of tourist infrastructure (theme or amusement parks, tennis courts, swimming pools, recreational trails, fitness trails, panoramic roads, cycling trails);</p> <p>2.4. Purchase and installation of equipment for the production of renewable energy;</p>	<p>kroz privatnu svojinu, u slučaju primene mora se doneti overena saglasnost vlasnika imanja kroz koje ova staza prolazi.</p> <p>2. Prihvatljive investicije:</p> <p>2.1. Rekonstrukcija i proširenje postojećeg objekta za pružanje usluga smeštaja, objekata za pripremu hrane i pića;</p> <p>2.2. Nabavka opreme i nameštaja za unutrašnje uređenje objekta;</p> <p>2.3. Uređenje turističke infrastrukture (tematski ili zabavni parkovi, teniski tereni, bazeni, rekreativne staze, staze za fitnes, panoramski putevi, biciklističke staze);</p> <p>2.4. Kupovina i ugradnja opreme za proizvodnju obnovljive energije;</p>
<p>2.5. Blerja e pajisjeve për IT, dhe digjitalizim;</p> <p>2.6. Investime për trajtimin e mbetjeve të prodhimit dhe mbetjeve të ujit;</p> <p>2.7. Investimet në marketing.</p>	<p>2.5. Purchase of equipment for IT, and digitalization;</p> <p>2.6. Investments for the treatment of production waste and water waste;</p> <p>2.7. Investments in marketing.</p>	<p>2.5. Nabavka opreme za IT i digitalizaciju;</p> <p>2.6. Investicije za tretman proizvodnog otpada i vodnog otpada;</p> <p>2.7. Ulaganja u marketing.</p>

<p>3. Kriteret e përzgjedhjes për Masën 7 Divesifikimi i Fermave dhe Zhvillimi i Bizneseve për Nën Masën Zhvillimi dhe promovimi i turizmit rural është e përcaktuar në Shtojcën III Tabela 8 të këtij Udhëzimi Administrativ.</p> <p style="text-align: center;">VII.V. AKUAKULTURA/KULTIVIMI I PESHKUT</p> <p style="text-align: center;">Neni 22 Kriteret e pranueshmërisë</p> <p>1. Kriteret e veçanta të pranueshmërisë:</p> <p>1.1. Të derjtën e aplikimit kanë personat fizik dhe ata juridik;</p> <p>1.2. Të gjithë aplikuesit, para kërkesës për pagesën e fundit duhet të jenë të regjistruar si biznes dhe të licencuar për kultivim të peshkut nga MBPZHR;</p> <p>1.3. Aplikuesi që aplikon për ndërtimin/rinovim/ zgjerim/ të inkubatorit për riprodhimin e peshkut mund të aplikojnë vetëm ata të cilët në vitin paraprak kanë shitur më shumë se 30 ton peshk të freskët.</p> <p>2. Investimet e pranueshme:</p>	<p>3. Selection Criteria for Measure 7 Farm Diversification and Business Development for Sub-Measure the development and promotion of rural tourism is defined in Annex III Table 8 of this Administrative Instruction</p> <p style="text-align: center;">VII.V. QUACULTURE/CULTIVATION OF FISH</p> <p style="text-align: center;">Article 22 Eligibility criteria</p> <p>1. Special eligibility criteria:</p> <p>1.1. Natural and legal persons have the right to apply;</p> <p>1.2. All applicants, before requesting the final payment, must be registered as a business and licensed for fish farming by MAFRD;</p> <p>1.3. The applicant applying for construction / renovation / expansion / of the incubator for fish reproduction can apply only those who in the previous year have sold more than 30 tons of fresh fish.</p> <p>2. Eligible investments:</p>	<p>3. Kriterijumi odabira za meru 7 Diverzifikacija farmi i razvoj poslovanja za podmeru Razvoj i promocija seoskog turizma dat je u Aneksu III tabele 8 ovog Administrativnog uputstva.</p> <p style="text-align: center;">II.V. AKVAKULTURA / UZGOJ RIBE</p> <p style="text-align: center;">Član 22 Kriterijumi prihvatljivosti</p> <p>1. Specifični kriterijumi podobnosti:</p> <p>1.1. Pravo prijave imaju fizička i pravna lica;</p> <p>1.2. Svi podnosioci zahteva, pre nego što traže konačnu isplatu, moraju biti registrovani kao biznis i licencirani za uzgoj ribe od MPŠRR;</p> <p>1.3. Podnosilac zahteva za izgradnju/renoviranje/proširenje/ inkubatora za razmnožavanje ribe može da konkuriše samo oni koji su u prethodnoj godini prodali više od 30 tona sveže ribe.</p> <p>2. Prihvatljive nvesticije:</p>
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<p>2.1. Ndërtim/zgjerim/ renovim të bazeneve për kultivimin e peshkut;</p> <p>2.2. Ndërtimi/zgjerim/renovim të inkubatorit për riprodhimin e peshkut;</p> <p>2.3. Investimet në arritjen e standardeve kombëtare të sigurisë së ushqimit;</p> <p>2.4. Blerja e pajisjeve të nevojshme për kultivimin dhe trajtimin të peshkut të ujërave të ëmbla;</p> <p>2.5. Blerja dhe vendosja e pajisjeve për prodhimin e energjisë së ripërtëritshme;</p> <p>2.6. Investime për trajtimin e mbetjeve të prodhimit dhe të ujit.</p> <p>3. Kriteret e përzgjedhjes për Masën 7 Diversifikimi i Fermave dhe Zhvillimi i Bizneseve për Nën Masën - Akuakultura/ Kultivimi i peshkut është e përcaktuar në Shtojcën III Tabela 9 të këtij Udhëzimi Administrativ.</p> <p>VII.VI. RRRITJA E SHPEZËVE TË FSHATIT</p>	<p>2.1. Construction / expansion / renovation of fish farming basins;</p> <p>2.2. Construction/expansion / recovation of the incubator for fish reproduction;</p> <p>2.3. Investments in achieving national food safety standards;</p> <p>2.4. Purchase of equipment necessary for the cultivation and treatment of freshwater fish;</p> <p>2.5. Purchase and installation of equipment for the production of renewable energy;</p> <p>2.6. Purchase of equipment for the treatment of production waste and water.</p> <p>3. Selection Criteria for Measure 7 Farm Diversification and Business Development for Sub-Measure - Aquaculture / Fish Cultivation is set out in Annex III Table 9 of this Administrative Instruction.</p> <p>VII.VI. GROWTH OF BIRDS IN THE VILLAGE</p>	<p>2.1. Izgradnja / proširenje / rekonstrukcija bazena za uzgoj ribe;</p> <p>2.2. Izgradnja / proširenje / rekonstrukcija inkubatora za reprodukciju ribe;</p> <p>2.3. Ulaganja u postizanje nacionalnih standarda bezbednosti hrane;</p> <p>2.4. Nabavka opreme neophodne za uzgoj i tretman slatkovodne ribe;</p> <p>2.5. Kupovina i ugradnja opreme za proizvodnju obnovljive energije;</p> <p>2.6. Nabavka i montaža opreme za tretman proizvodnog otpada i vode.</p> <p>3. Kriterijumi odabira za meru 7 Diverzifikacija farmi i razvoj poslovanja za podmeru – Akvakultura/Uzgoj ribe dat je u Aneksu III Tabele 9 ovog Administrativnog uputstva.</p> <p>VII.VI. UZGOJ-RAST SEOSKE ŽIVINE</p>
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<p style="text-align: center;">Neni 23 Kriteret e pranueshmërisë</p>	<p style="text-align: center;">Article 23 Eligibility criteria</p>	<p style="text-align: center;">Član 23 Kriterijumi prihvatljivosti</p>
<p>1. Kriteret e veçanta të pranueshmërisë:</p> <p>1.1. Të drejtën e aplikimit kanë personat fizik dhe ata juridik;</p> <p>1.2. Aplikuesit, në momentin e aplikimit, duhet të dëshmojnë se kanë së paku 5 m² toke për kokë pule ose rose dhe 15 m² tokë për kokë bibe ose pate;</p> <p>1.3. Ne momentin e aplikimit duhet të kenë së paku:</p> <p>1.4. 300 pula, dhe ne fund të investimit duhet të kenë jo më pak se 1500 krerë;</p> <p>1.5. 300 rosa, dhe ne fund të investimit duhet të kenë jo më pak se 1500 krerë;</p>	<p>1. Special eligibility criteria:</p> <p>1.1. Natural and legal persons have the right to apply;</p> <p>1.2. Applicants, at the time of application, must prove that they have at least 5 m² of land per chicken or rose head and 15 m² land per head of duck or goose;</p> <p>1.3. At the time of application must have at least:</p> <p>1.4. 300 chickens, and at the end of the investment should have not less than 1500 heads;</p> <p>1.5. 300 ducks, and at the end of the investment should have not less than 1500 heads;</p>	<p>1. Specifični kriterijumi podobnosti:</p> <p>1.1. Pravo prijave imaju fizička i pravna lica;</p> <p>1.2. Podnosioci zahteva, u trenutku podnošenja prijave, moraju dokazati da imaju najmanje 5 m² zemlje po glavi koka ili pataka i 15 m² zemlje po grlu ćurki ili guske;</p> <p>1.3. U vreme prijave mora imati najmanje:</p> <p>1.4. 300 pilića, a na kraju investicije treba da ima najmanje 1500 grla;</p> <p>1.5. 300 pataka, a na kraju ulaganja ne manje od 1500 grla;</p>
<p>1.6. 100 pata, dhe ne fund të investimit duhet të kenë jo më pak se 500 krerë;</p> <p>1.7. 100 biba, dhe ne fund të investimit duhet të kenë jo më pak se 500 krerë.</p> <p>1.8. Në rast të mbajtjes së kombinuar një patë ose një bibë është e barabartë me 3 pula ose</p>	<p>1.6. 100 geese, and at the end of the investment should have not less than 500 heads;</p> <p>1.7. 100 duckling, and at the end of the investment should have not less than 500 heads;</p> <p>1.8. In case of combined keeping a goose or a duck is equal to 3 chickens or three</p>	<p>1.6. 100 gusaka, a na kraju investicije treba da ima najmanje 500 grla;</p> <p>1.7. 100 ćuraka, a na kraju ulaganja treba da ima najmanje 500 grla;</p> <p>1.8. U slučaju kombinovanog držanja guske ili ćurki jednaka je 3 kokoške ili tri</p>

<p>tri rosa dhe duhet të arrihet numri ekuivalent me vlerat e përcaktuara ne paragrafin 1 te këtij neni.</p>	<p>ducks and the number equivalent to the values defined in paragraph 1 of this article must be achieved.</p>	<p>patke i mora se postići broj jednak vrednostima iz stava 1. ovog člana.</p>
<p>2. Investimet e pranueshme:</p>	<p>2. Eligible investments:</p>	<p>2. Prihvatljive nvesticije:</p>
<p>2.1. Ndërtimi stallës për mbajtjen e shpezëve;</p>	<p>2.1. Construction of a stable for keeping birds;</p>	<p>2.1. Izgradnja štale za držanje živine;</p>
<p>2.2. Investime në vendosjen e rrethojës për sipërfaqen në të cilën mbahen shpezët;</p>	<p>2.2. Investments in the placement of the fence for the surface on which the birds are kept;</p>	<p>2.2. Ulaganja u postavljanje ograde za površinu na kojoj se drže živina;</p>
<p>2.3. Blerja e pajisjeve të nevojshme për rritjen e shpezëve për prodhimin e vezëve dhe mishit të pulave, bibave, patave dhe rosave;</p>	<p>2.3. Purchase of equipment necessary for raising poultry for the production of eggs and meat of chickens, ducks, geese and ducks;</p>	<p>2.3. Kupovina opreme neophodne za uzgoj živine za proizvodnju jaja i pilećeg mesa, ćuraka, gusaka i pataka;</p>
<p>2.4. Inkubatorë të vegjël në përputhje me kapacitetin prodhues;</p>	<p>2.4. Small incubators according to production capacity;</p>	<p>2.4. Mali inkubatori prema proizvodnom kapacitetu;</p>
<p>2.5. Blerja dhe vendosja e pajisjeve për prodhimin e energjisë së ripërtëritshme;</p>	<p>2.5. Purchase and installation of equipment for the production of renewable energy;</p>	<p>2.5. Kupovina i ugradnja opreme za proizvodnju obnovljive energije;</p>
<p>2.6. Investime për trajtimin e mbetjeve dhe të ujit.</p>	<p>2.6. Investments for waste and water treatment.</p>	<p>2.6. Ulaganje za tretman otpada i vode.</p>
<p>3. Kriteret e përzgjedhjes për Masën 7 Diversifikimi i Fermave dhe Zhvillimi i Bizneseve për Nën Masën - Rritja e shpezëve për vezë dhe për mish është e përcaktuar në Shtojcën III Tabela 10 të këtij Udhëzimi Administrativ.</p>	<p>3. Selection Criteria for Measure 7 Farm Diversification and Business Development for Sub-Measure - Poultry breeding for eggs and meat is defined in Annex III Table 10 of this Administrative Instruction.</p>	<p>3. Kriterijumi odabira za meru 7 Diverzifikacija farme i razvoj poslovanja za podmeru - Uzgoj živine za jaja i meso definisani su u Aneksu III Tabele 10 ovog Administrativnog uputstva.</p>

<p style="text-align: center;">KAPITULLI VIII</p>	<p style="text-align: center;">CHAPTER VIII</p>	<p style="text-align: center;">POGLAVLJE VIII</p>
<p style="text-align: center;">MASA 5 “PËRGATITJA DHE ZBATIMI I STRATEGJIVE TË ZHVILLIMIT LOKAL – QASJA LEADER”</p>	<p style="text-align: center;">MEASURE 5 “PREPARATION AND IMPLEMENTATION OF LOCAL DEVELOPMENT STRATEGY – LEADER APPROACH”</p>	<p style="text-align: center;">MERA 5 “PRIPREMA I IMPLEMENTACIJA STRATEGIJA LOKALNOG RAZVOJA – LEADERPRISTUP”</p>
<p style="text-align: center;">Neni 24 Përfituesit</p>	<p style="text-align: center;">Article 24 Beneficiaries</p>	<p style="text-align: center;">Član 24 Korisnici</p>
<p>1. Përfituesit përfundimtar:</p>	<p>1. Final beneficiaries:</p>	<p>1. Krajnji korisnici:</p>
<p>Grupet Lokale të Veprimit të zgjedhura dhe të kontraktuara nga Agjencioni për Zhvillimin e Bujqësisë.</p> <p>1.1. Aplikuesi nuk mund të përfitoj nje projekt nëse është në kundërshtim me Ligjin Nr.06/L-011 për Parandalimin e Konfliktit të Interesit në Ushtrimin e Funkcionit Publik dhe Ligjin 03/L-149 për Shërbimin Civil të Republikës së Kosovës;</p>	<p>Local Action Groups selected and contracted by the Agricultural Development Agency.</p> <p>1.1. The applicant may not benefit from a project if it is contrary to Law No. 06 / L-011 on Prevention of Conflict of Interest in Exercising Public Function and Law 03 / L-149 on Civil Service of the Republic of Kosovo;</p>	<p>Lokalne akcione grupe izabrane i ugovorene od strane Agencije za razvoj poljoprivrede.</p> <p>1.1. Podnosilac zahteva ne može imati koristi od projekta ako je u suprotnosti sa Zakonom br.06/L-011 o sprečavanju sukoba interesa u vršenju javnih funkcija i Zakonom 03/L-149 o civilnoj službi Republike Kosovo;</p>
<p>1.2. Të gjithë përfituesit e projekteve të zhvillimit rural obligohen t'i mirëmbajnë investimet e tyre sipas projektit të miratuar gjatë tri (3) vjetëve pas datës së ekzekutimit të pagesës, aq sa zgjatë periudha monitoruese;</p>	<p>1.2. All beneficiaries of rural development projects are obliged to maintain their investments according to the approved project during three (3) years after the date of execution of the payment, as long as the monitoring period lasts;</p>	<p>1.2. Svi korisnici projekata ruralnog razvoja dužni su da održavaju svoje investicije prema odobrenom projektu tokom tri (3) godine od datuma izvršenja uplate, sve dok traje period praćenja;</p>
<p>1.3. Nëse nuk i mirëmban investimet, përfituesi obligohet ta kthejë shumën e financuar të përkrahjes publike;</p>	<p>1.3. If it does not maintain the investment, the beneficiary is obliged to return the funded amount of public support;</p>	<p>1.3. Ako ne održava investiciju, korisnik je dužan da vrati uplaćeni iznos javne podrške;</p>

<p>1.4. Të gjithë përfituesit e projekteve të zhvillimit rural pas finalizimit të investimeve duhet të kenë projektin funksional sipas plan biznesit, PZHR dhe kritereve të këtij Udhezimi Administrativ;</p> <p>1.5. Kërkesa për pagesë refuzohet për projekte të cilat nuk kanë finalizuar ndonjë aktivitet për të cilin është poentuar gjatë procesit të vlerësimit.</p> <p>1. Zbatimi i Qasjes LEADER</p> <p>1.1. Qasja LEADER në nivel programi duhet të përmbajë të paktën elementet e mëposhtme:</p> <p>1.1.1. Hartimi dhe zbatimi një strategjie të bazuar në ndërveprimin ndërmjet akterëve dhe projekteve të sektorëve të ndryshëm të ekonomisë lokale;</p> <p>1.1.2. Strategjia e zhvillimit lokal e bazuar në zonë mirë të definuar/përcaktuar;</p> <p>2.1.3 Partneritetin Publiko-Private të Grupet Lokale të Veprimit;</p> <p>2.1.4 Qasja nga poshtë lart për vendimarrje për grupet lokale të veprimit në lidhje me zbatimin e strategjive të zhvillimit lokal;</p> <p>2.1.5. Rrjetëzimi i partneriteteve lokale;</p>	<p>1.4. All beneficiaries of rural development projects after the finalization of investments must have a functional project according to the business plan, RDP and the criteria of this Administrative Instruction;</p> <p>1.5. The request for payment is rejected for projects that have not finalized any activity for which it was scored during the evaluation process.</p> <p>1. Implementation of LEADER Approach</p> <p>1.1. The LEADER approach at the program level must contain at least the following elements:</p> <p>1.1.1. Design and implement a strategy based on the interaction between actors and projects of different sectors of the local economy;</p> <p>1.1.2. Local development strategy based on a well-defined area;</p> <p>2.1.3 Public-Private Partnership of Local Action Groups;</p> <p>2.1.4. Bottom-up approach to decision-making for local action groups regarding the implementation of local development strategies;</p> <p>2.1.5. Networking of local partnerships;</p>	<p>1.4. Svi korisnici projekata ruralnog razvoja nakon finalizacije investicija moraju imati funkcionalan projekat prema poslovnom planu, PRR i kriterijumima ovog Administrativnog uputstva;</p> <p>1.5. Zahtev za isplatu se odbija za projekte koji nisu završili nijednu aktivnost za koju je ocenjen tokom procesa evaluacije.</p> <p>1. Sprovođenje Pristupa LEADER</p> <p>1.1. Pristup LEADER na nivou programa treba da sadrži najmanje sledeć elemente:</p> <p>1.1.1. Dizajnirati i implementirati strategiju zasnovanu na interakciji između aktera i projekata različitih sektora lokalne ekonomije-privrede;</p> <p>2.1.2. Strategija lokalnog razvoja zasnovana na dobro definisanoj oblasti;</p> <p>2.1.3 Javno-privatno partnerstvo lokalnih akcionih grupa;</p> <p>2.1.4 Pristup odozdo prema gore donošenju odluka za lokalne akcione grupe u vezi sa implementacijom lokalnih razvojnih strategija;</p> <p>2.1.5. Umrežavanje lokalnih partnerstava;</p>
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<p>2.1.6. Zbatimi i qasjeve inovatore.</p> <p>2.2. Grupet Lokale të Veprimit (GLV-të) zbatojnë Strategji të Zhvillimit Lokal (SZHL), e cila mund të përfshijë një ose më shumë nga gjashtë temat prioritare të mëposhtme:</p> <p>2.2.1. Ekonomia rurale: zhvillimi i zinxhirëve të shkurtër të furnizimit dhe produkteve me vlerë të shtuar, duke përfshirë produkte cilësore, zeje dhe aktivitete të tjera për të diversifikuar ekonominë rurale;</p> <p>2.2.2 Turizmi rural: zhvillimi i produkteve të turizmit rural bazuar në përdorimin e burimeve lokale, natyrore dhe kulturore;</p> <p>2.2.3. Komuniteti: inkurajimi i jetës kulturore dhe sociale të komunitetit dhe mbështetja e organizatave kolektive lokale, shoqatave dhe organizatave joqeveritare;</p> <p>2.2.4. Hapësirat publike: përmirësimi i hapësirës publike në fshatra;</p> <p>2.2.5. Mjedisi: përmirësimi i standardeve mjedisore në zonat e GLV-ve dhe promovimi i përdorimit të energjisë së rinovueshme nga komuniteti lokal;</p>	<p>2.1.6. Implementation of innovative approaches.</p> <p>2.2. Local Action Groups (LAGs) implement Local Development Strategies (LDSs), which may include one or more of the following six priority topics:</p> <p>2.2.1. Rural economy: development of short supply chains and value-added products, including quality products, crafts and other activities to diversify the rural economy;</p> <p>2.2.2 Rural tourism: development of rural tourism products based on the use of local, natural and cultural resources;</p> <p>2.2.3. Community: encouraging the cultural and social life of the community and supporting local collective organizations, associations and non-governmental organizations;</p> <p>2.2.4. Public spaces: improving public space in villages;</p> <p>2.2.5. Environment: improving environmental standards in LAGs and promoting the use of renewable energy by the local community;</p>	<p>2.1.6. Implementacija inovativnih pristupa.</p> <p>2.2. Lokalne akcione grupe (LAG) sprovode lokalne razvojne strategije (LRS), koje mogu uključivati jednu ili više od sledećih šest prioriternih tema:</p> <p>2.2.1. Ruralna ekonomija: razvoj kratkih lanaca snabdevanja i proizvoda sa dodatom vrednošću, uključujući kvalitetne proizvode, zanate i druge aktivnosti za diversifikaciju ruralne privrede;</p> <p>2.2.2. Seoski turizam: razvoj ruralnih turističkih proizvoda zasnovanih na korišćenju lokalnih, prirodnih i kulturnih resursa;</p> <p>2.2.3. Zajednica: podsticanje kulturnog i društvenog života zajednice i podrška lokalnim kolektivnim organizacijama, udruženjima i nevladinim organizacijama;</p> <p>2.2.4. Javni prostori: poboljšanje javnog prostora u selima;</p> <p>2.2.5. Životna sredina: poboljšanje ekoloških standarda u LAG-ovima i promovisanje upotrebe obnovljive energije od strane lokalne zajednice;</p>
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<p>2.2.6. Rrjetëzimi: rrjetëzimi i GLV-ve, shkëmbimi i praktikave më të mira, shpërndarja e programeve IPARD dhe mësimi i qasjeve të reja për zhvillimin rural.</p> <p>2.3. Zbatimi i Strategjisë së Zhvillimit Lokal përfshinë: aktivitetet e animimit dhe ngritjes së kapaciteteve, projektet e vogla dhe kostot rrjedhëse për GLV-në. Aktivitetet duhet të lidhen me temat prioritare të përzgjedhura më sipër.</p> <p>2. Grupet lokale të veprimit duhet të plotësojnë kushtet e mëposhtme</p> <p>2.1. Duhet të propozoj një strategji të integruar të zhvillimit lokal bazuar në karakteristikat e LEADER-it siç përcaktohet në paragrafin 2 nën paragrafi 2.2 të këtij neni;</p> <p>2.2. Duhet të demonstroj aftësinë për të përcaktuar dhe zbatuar një Strategji të Zhvillimit Lokal (SZHL) për zonën;</p>	<p>2.2.6. Networking: networking of LAGs, exchanging best practices, distributing IPARD programs and learning new approaches to rural development.</p> <p>2.3. The implementation of the Local Development Strategy includes: animation and capacity building activities, small projects and running costs for the LAG. Activities should be related to the priority topics selected above.</p> <p>2. Local action groups must meet the following conditions</p> <p>2.1. Must propose an integrated local development strategy based on the characteristics of LEADER as defined in paragraph 2 under paragraph 2.2 of this Article;</p> <p>2.2. Must demonstrate the ability to define and implement a Local Development Strategy (LDS) for the area;</p>	<p>2.2.6. Umrežavanje: umrežavanje LAG-ova, razmena najboljih praksi, distribucija IPARD programa i učenje novih pristupa za ruralni razvoj.</p> <p>2.3. Implementacija Lokalne razvojne strategije uključuje: aktivnosti animacije i izgradnje kapaciteta, male projekte i tekuće troškove za LAG. Aktivnosti treba da se odnose na prioritete teme gore odabrane.</p> <p>2. Lokalne akcione grupe moraju ispuniti sledeće uslove</p> <p>2.1. Mora da predloži integrisanu strategiju lokalnog razvoja zasnovanu na karakteristikama LEADER-a kao što je definisano u stavu 2 u stavu 2.2 ovog člana;</p> <p>2.2. Mora pokazati sposobnost definisanja i implementacije Lokalne razvojne strategije (LRS) za ovu oblast;</p>
<p>2.3. Grupi lokal i veprimit duhet të ketë një formë ligjore (p.sh. shoqatë);</p> <p>2.4. Aftësia për të menaxhuar fondet publike: Organi qeverisës duhet të siguroj që GLV-të të zgjedhin një menaxher administrativ, financiar i cili do të jetë në gjendje të menaxhoj fondet publike dhe të siguroj funksionimin e kënaqshëm të partneritetit.</p>	<p>2.3. The local action group must have a legal form (eg association);</p> <p>2.4. Ability to manage public funds: The governing body should ensure that LAGs select an administrative, financial manager who will be able to manage public funds and ensure the satisfactory functioning of the partnership.</p>	<p>2.3. Lokalna akciona grupa mora imati pravni oblik (npr. udruženje);</p> <p>2.4. Sposobnost upravljanja javnim sredstvima: Upravno telo treba da obezbedi da LAG odaberu administrativnog, finansijskog menadžera koji će biti u stanju da upravlja javnim sredstvima i obezbedi zadovoljavajuće funkcionisanje partnerstva.</p>

<p>4. Kërkesat për GLV-të zonat që duhet të mbulohen/përfshihen nga SZHL-të e tyre</p> <p>4.1. Zona e GLV-së duhet të jetë koherente dhe të siguroj masë kritike të mjaftueshme për sa i përket burimeve njerëzore, financiare dhe ekonomike për të mbështetur një strategji të zhvillimit të qëndrueshëm;</p> <p>4.2 Popullsia e secilës zonë duhet, si rregull, të jetë jo me pak se 10,000 banorë dhe jo më shumë se 150,000 banorë, duke përfshirë vendbanimet me një popullsi më të vogël se 25,000 banorë;</p> <p>4.3. I njëjti lokacion nuk duhet t'i përkas më shumë se një GLV-je, që do të thotë një partneritet, një strategji dhe një territor.</p>	<p>4. LAG requirements areas to be covered / included by their LDSs</p> <p>4.1 The LAG area should be coherent and provide sufficient critical mass in terms of human, financial and economic resources to support a sustainable development strategy;</p> <p>4.2 The population of each area must, as a rule, be not less than 10,000 inhabitants and not more than 150,000 inhabitants, including settlements with a population of less than 25,000 inhabitants;</p> <p>4.3. The same location should not belong to more than one LAG, which means a partnership, a strategy and a territory.</p>	<p>4. Zahtevi za LAG oblasti koje treba da budu pokriveno/uključene njihovim LRS-ovima</p> <p>4.1. Oblast LAG-a treba da bude koherentna i da obezbedi dovoljnu kritičnu masu u smislu ljudskih, finansijskih i ekonomskih resursa za podršku strategiji održivog razvoja;</p> <p>4.2. Stanovništvo svake oblasti po pravilu mora biti najmanje 10.000 stanovnika i ne više od 150.000 stanovnika, uključujući naselja sa populacijom manjim od 25.000 stanovnika;</p> <p>4.3. Ista lokacija ne bi trebalo da pripada više od jednog LAG-a, što znači partnerstvo, strategiju i teritoriju.</p>
<p>5. Përmbajtja minimale e Strategjisë së Zhvillimit Lokal (SZhL)</p> <p>5.1. Përkufizimin e Zonës/territorit të GLV-së duhet të jetë koherente/kompakte dhe të ofroj masë/sasi të mjaftueshme të burimeve njerëzore, financiare dhe ekonomike për të mbështetur zbatimin e strategjisë së zhvillimit lokal.</p> <p>5.2. Analiza e nevojave të zhvillimit dhe potencialit të zonës, duke përfshirë një analizë të pikave të forta, të dobëta, mundësive dhe kërcënimeve (SWOT) - GLV-të duhet të</p>	<p>5. Minimum content of the Local Development Strategy (LDS)</p> <p>5.1. The definition of the LAG Area / territory should be coherent / compact and provide sufficient mass / amount of human, financial and economic resources to support the implementation of the local development strategy.</p> <p>5.2. Analysis of development needs and potential of the area, including an analysis of strengths, weaknesses, opportunities and threats (SWOT) - LAGs should take</p>	<p>5. Minimalni sadržaj Strategije lokalnog razvoja (SLR)</p> <p>5.1. Definicija LAG područja/teritorije treba da bude koherentna/kompaktna i da obezbedi dovoljnu masu/količinu ljudskih, finansijskih i ekonomskih resursa za podršku implementaciji lokalne razvojne strategije.</p> <p>5.2. Analiza razvojnih potreba i potencijala područja, uključujući analizu snaga, slabosti, prilika i pretnji (SVOT) – LAG-ovi treba da uzmu u obzir ne samo</p>

<p>marrin në konsideratë jo vetëm statistikat, por edhe pikëpamjet e akterëve /palëve lokal.</p> <p>5.3. Përshkrimi i strategjisë dhe objektivave të saj GLV-të përcaktojnë vizionin dhe objektivat në përputhje me temat prioritare PZHR 2022-2028.</p> <p>5.4. Përshkrimi i procesit të përfshirjes së komunitetit në përgatitjen e strategjisë, strukturën e partneritetit dhe rregullat e brendshme të vendimmarrjes.</p> <p>5.5. Plani i veprimit/aktiviteteve të SZhL-së. Të gjitha veprimet/aktivitetet e propozuara duhet të jenë të lidhura me temat e zgjedhura me prioritet. Plani i veprimit/aktiviteteve më vonë do të përkthehet në plane vjetore të hollësishme.</p> <p>5.6. Plani financiar me një buxhet tregues/orientues për periudhën e kohëzgjatjes së SZHL-së i ndarë në: shpenzime operative ose të funksionimit të GLV-së, animacionin / ndërtimin e kapaciteteve dhe për projekte të vogla.</p>	<p>into account not only statistics, but also the views of local actors / stakeholders.</p> <p>5.3. Description of the strategy and its objectives and the LAGs define the vision and objectives in accordance with the priority topics RDP 2022-2028.</p> <p>5.4. Description of the process of community involvement in the preparation of the strategy, the structure of the partnership and the internal rules of decision-making.</p> <p>5.5. LDS action plan / activities. All proposed actions / activities should be related to the topics selected with priority. The action plan / activities will later be translated into detailed annual plans.</p> <p>5.6. Financial plan with an indicative / orientation budget for the duration of the LDS divided into: operating or operating costs of the LAG, animation / capacity building and small projects.</p>	<p>statistiku, veç i stavove lokalnih aktera/zainteresovanih strana.</p> <p>5.3. Opis strategije i njenih ciljeva LAG definišu viziju i ciljeve u skladu sa prioritnim temama PRR 2022-2028.</p> <p>5.4. Opis procesa uključivanja zajednice u pripremu strategije, strukture partnerstva i internih pravila donošenja odluka.</p> <p>5.5. Akcioni plan / aktivnosti SLR. Sve predložene akcije/aktivnosti treba da se odnose na prioritno odabrane teme. Akcioni plan/aktivnosti će kasnije biti pretočeni u detaljne godišnje planove.</p> <p>5.6. Finansijski plan sa indikativnim/ orijentacionim budžetom za vreme trajanja LDS-a podeljen na: operative ili operative troškove LAG-a, animaciju/izgradnju kapaciteta i male projekte.</p>
<p>6. Aktiviteti i pranueshëm</p> <p>6.1 Përgatitja e Strategjive të Zhvillimit Lokal të GLV-ve</p> <p>7. Lista e shpenzimeve të pranueshëm</p>	<p>6. Eligible activity</p> <p>6.1 Preparation of Local Development Strategy – LDS-s</p> <p>7. List of eligible costs</p>	<p>6. Prihvatljiva aktivnost</p> <p>6.1 Priprema lokalnih razvojnih strategija LAG-ova</p> <p>7. Lista – spisak prihvatljivih troškova</p>

<p>7.1. Punëtori dhe ngjarje informative për nxitjen e pjesëmarrjes aktive të popullsisë rurale në procesin e zhvillimit lokal;</p> <p>7.2. Shërbimet e ekspertëve;</p> <p>7.3 Përkthimi i dokumenteve dhe interpretimit;</p> <p>7.4. Qeraja e objekteve dhe pajisjeve;</p> <p>7.5. Qeraja e sallës për ngjarje;</p> <p>7.6. Furnizim me ushqim për pjesëmarrësit;</p> <p>7.7. Tarifat, kostot e regjistrimit;</p> <p>7.8. Blerja e materialeve;</p> <p>7.9. Shpenzimet e udhëtimit;</p> <p>7.10. Përgatitja /përpunimi dhe shpërndarja e materialeve informuese të nevojshme për përgatitjen, publicitetin e strategjive lokale të zhvillimit;</p> <p>7.11. Publiciteti, publikimet, broshurat, fletëpalosjet;</p> <p>8. Procedura për përzgjedhjen e Grupeve Lokale të Veprimit</p>	<p>7.1. Information workshops and events to promote the active participation of the rural population in the local development process;</p> <p>7.2. Expert services;</p> <p>7.3 Translation of documents and interpretation;</p> <p>7.4. Rent of facilities and equipment;</p> <p>7.5. Event hall rental;</p> <p>7.6. Food supply for participants;</p> <p>7.7. Fees, registration costs;</p> <p>7.8. Purchase of materials;</p> <p>7.9. Travel expenses;</p> <p>7.10. Preparation / processing and distribution of information materials necessary for the preparation, publicity of local development strategies;</p> <p>7.11. Publicity, publications, brochures, leaflets;</p> <p>8. Procedure for selection of Local Action Groups</p>	<p>7.1. Informativne radionice i događaji za promovisanje aktivnog učešća ruralnog stanovništva u procesu lokalnog razvoja;</p> <p>7.2. Stručne usluge;</p> <p>7.3 Prevođenje dokumenata i tumačenje;</p> <p>7.4. Iznajmljivanje objekata i opreme;</p> <p>7.5. Iznajmljivanje sale za događaje;</p> <p>7.6. Snabdevanje hranom za učesnike;</p> <p>7.7. Naknade, troškovi registracije;</p> <p>7.8. Kupovina materijala;</p> <p>7.9. Putni troškovi;</p> <p>7.10. Priprema/obrada i distribucija informativnih materijala neophodnih za pripremu, publicitet lokalnih razvojnih strategija;</p> <p>7.11. Publicitet, publikacije, brošure, leci;</p> <p>8. Procedura za odabir-izbor Lokalnih akcionih grupa</p>
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<p>8.1. Thirrja për të zgjedhur GLV-të duhet të jenë të hapura për të gjitha zonat rurale dhe të sigurojnë konkurrencë midis grupeve lokale të veprimit që të paraqesin Strategjitë e Zhvillimit Lokal.</p> <p>9. Procedura e përzgjedhjes përbëhet nga dy faza:</p> <p>9.1. Kontrolla e pranueshmërisë së GLV-ve nga Agjencioni i Zhvillimit të Bujqësisë,(GLV-të të themeluar aplikojnë për fonde për përgatitjen e SZHL-ve të tyre, me dokumentet e kërkuara);</p> <p>9.2. Vlerësimi i SZHL-ve të GLV-ve të pranueshme sipas kriterëve të përzgjedhjes nga Komiteti Vlerësimit. Komiteti i Vlerësimit përbëhet nga përfaqësues nga Autoriteti Menaxhues dhe palë me interes dhe OJQ që merren me zhvillimin rural. Anëtarët e Komitetit të Vlerësimit do të emërohen nga Ministri ose një zyrtar i lartë pas propozimit nga Autoriteti Menaxhues.</p>	<p>8.1. Call for LAGs to be elected must be open to all rural areas and ensure competition between local action groups to present Local Development Strategies.</p> <p>9. The selection procedure consists of two stages:</p> <p>9.1. Eligibility control of LAGs by the Agricultural Development Agency, (established LAGs apply for funding for the preparation of their LDS, with the required documents);</p> <p>9.2. Evaluation of LAGs of acceptable LAGs according to the selection criteria by the Evaluation Committee. The Evaluation Committee consists of representatives from the Managing Authority and stakeholders and NGOs dealing with rural development. The members of the Evaluation Committee will be appointed by the Minister or a senior official upon the proposal of the Managing Authority.</p>	<p>8.1. Poziv za izbor LAG-ova treba da bude otvoren za sva ruralna područja i da obezbedi konkurenciju između lokalnih akcionih grupa da predstave lokalne razvojne strategije.</p> <p>9. Procedura odabira-izbora sastoji se od dve faze:</p> <p>9.1. Kontrola podobnosti LAG-ova od strane Agencije za razvoj poljoprivrede, (osnovane LAG-ove apliciraju za finansiranje za pripremu svojih LRS-a, sa potrebnim dokumentima);</p> <p>9.2. Procena LAG-ova prihvatljivih LAG-ova prema kriterijumima za izbor od strane Komisije za ocenjivanje. Komisija za evaluaciju se sastoji od predstavnika Upravljačkog tela i zainteresovanih strana i nevladinih organizacija koje se bave ruralnim razvojem. Članove Komisije za ocenjivanje imenuje ministar ili viši službenik na predlog Upravljačkog tela.</p>
<p>10. Kriteret e pranueshmërisë për përgatitjen e SZHL-ve</p> <p>10.1. Territore nga zonat rurale me koherencë/kompaktësi të mjaftueshme dhe me një masë të caktuar të popullatës prej 10 000 – 150 000 banorë, përfshirë edhe</p>	<p>10. Eligibility criteria for the preparation of LDS</p> <p>10.1. Territories from rural areas with sufficient coherence / compactness and with a certain population of 10,000 - 150,000 inhabitants, including settlements</p>	<p>10. Kriterijumi podobnosti za pripremu LRS-a</p> <p>10.1. Teritorije iz ruralnih područja sa dovoljnom koherentnošću/ kompaktnošću i sa određenim brojem stanovnika od 10.000 - 150.000 stanovnika, uključujući naselja sa populacijom manjim od 25.000</p>

<p>vendbanimet me një popullsi më të vogël se 25 000 banorë. Devijimi nga kjo rregull është e mundshme me një arsyeshmëri siç duhet dhe e cila do të duhet shpjeguar në program;</p> <p>10.2. Një komunë / vendbanim i përket vetëm një GLV-je. Asnjë mbivendosje nuk lejohet - që do të thotë 'një partneritet, një strategji, një territor'.</p> <p>10.3. GLV-të duhet të jenë të regjistruar si person juridik zyrtarisht (d.m.th. shoqata, fondacioni, OJQ) bazuar në aktet ligjore relevante; Në përputhje me legjislacionin kombëtar, ajo (GLV-ja) mund të regjistrohet si organizatë, statuti i së cilës garanton funksionimin e kënaqshëm të partneritetit dhe aftësinë për të menaxhuar / administruar fondet publike.</p> <p>10.4. Në nivelin e vendimmarrjes, partnerët ekonomikë dhe social, si dhe përfaqësues të tjerë të shoqërisë civile, të tilla si fermerë, gra rurale, të rinjë dhe shoqatat e tyre, duhet të përbëjnë më shumë se 50% të partneritetit. Për më tepër, minimumi 20% do të jenë përfaqësues të autoriteteve lokale. Sidoqoftë, autoritetet publike siç përcaktohet në përputhje me rregullat kombëtare, do të përfaqësojnë më pak se 50% të të drejtave të votimit;</p>	<p>with a population of less than 25,000 inhabitants. Deviation from this rule is possible with a proper rationale and which will have to be explained in the program;</p> <p>10.2. A municipality / settlement belongs to only one LAG. No overlap is allowed - which means 'a partnership, a strategy, a territory'.</p> <p>10.3. LAGs must be officially registered as a legal entity (i.e. association, foundation, NGO) based on relevant legal acts; In accordance with national legislation, it (the LAG) can be registered as an organization whose statute guarantees the satisfactory functioning of the partnership and the ability to manage / administer public funds.</p> <p>10.4. At the decision-making level, economic and social partners, as well as other civil society representatives, such as farmers, rural women, youth and their associations, should account for more than 50% of the partnership. Furthermore, a minimum of 20% will be representatives of local authorities. However, public authorities as defined in accordance with national rules shall represent less than 50% of the voting rights;</p>	<p>stanovnika. Odstupanje od ovog pravila je moguće uz odgovarajuće obrazloženje i koje će morati da bude objašnjeno u programu;</p> <p>10.2. Jedna Opština/naselje pripada samo jedan LAG. Nijedno preklapanje nije dozvoljeno – što znači „jedno partnerstvo, jedna strategija, jedna teritorija“.</p> <p>10.3. LAG-ovi moraju biti zvanično registrovani kao pravno lice zvanično (tj. udruženje, fondacija, NVO) na osnovu relevantnih pravnih akata; U skladu sa nacionalnim zakonodavstvom, ona (LAG) može biti registrovana kao organizacija čiji statut garantuje zadovoljavajuće funkcionisanje partnerstva i sposobnost pravljanja/ administriranja javnim fondovima - sredstvima.</p> <p>10.4. Na nivou donošenja odluka, ekonomski i socijalni partneri, kao i drugi predstavnici civilnog društva, kao što su farmeri, žene na selu, mladi i njihova udruženja, trebalo bi da čine više od 50% partnerstva. Pored toga, najmanje 20% biće predstavnici lokalnih vlasti. Međutim, javne vlasti kako su definisane u skladu sa nacionalnim pravilima predstavljace manje od 50% glasačkih prava;</p>
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<p>10.5. 10% e pjesëmarrjes së grave dhe / ose të rinjve për të siguruar diversitetin e moshës dhe barazinë gjinore;</p> <p>10.6. Anëtarët e organeve vendimmarrëse të GLV-së duhet të jenë banorët resident ose veprojnë në zonën e mbuluar nga Strategjia e Zhvillimit Lokal;</p> <p>10.7. GLV-ja duhet të propozoj një Strategji të Zhvillimit Lokal të integruar që përfshinë të paktën elemente minimale dhe tema prioritare siç specifikohet në Programin e Zhvillimit Rural.</p>	<p>10.5. 10% participation of women and / or youth to ensure age diversity and gender equality;</p> <p>10.6. Members of the LAG decision-making bodies must be resident residents or operating in the area covered by the Local Development Strategy;</p> <p>10.7. The LAG should propose an integrated Local Development Strategy that includes at least minimum elements and priority topics as specified in the Rural Development Program.</p>	<p>10.5. 10% učešća žena i/ili mladih kako bi se osigurala starosna raznolikost i rodna ravnopravnost;</p> <p>10.6. Članovi organa za donošenje odluka LAG-a moraju biti rezidenti ili koji rade na području obuhvaćenom Strategijom lokalnog razvoja;</p> <p>10.7. LAG treba da predloži integrisanu strategiju lokalnog razvoja koja uključuje najmanje minimalne elemente i prioritete teme kako je navedeno u Programu ruralnog razvoja.</p>
<p>11. Kriteret e përzgjedhjes së SZHL-ve</p> <p>11.1. Cilësia e partneritetit, është rregull e përfaqësimit për menaxhim dhe vendimmarrje duke shmangur konfliktit të interesit përfshirë pjesëmarrja e të rinjve dhe grave;</p> <p>11.2. Koherenca e territorit të GLV-ve dhe sasia mjaftueshme për sa i përket burimeve njerëzore, financiare dhe ekonomike;</p> <p>11.3. Cilësia e logjikës së ndërhyrjes së Strategjisë (përfshirë analizën SWOT etj.);</p> <p>11.4. Koherenca e veprimeve të propozuara me analizën SWOT dhe temat prioritare të PBZHR-së;</p>	<p>11. Eligibility criteria of LDSs</p> <p>11.1. The quality of the partnership is a rule of representation for management and decision-making while avoiding conflicts of interest, including the participation of young people and women;</p> <p>11.2. Coherence of the territory of the LAGs and sufficient quantity in terms of human, financial and economic resources;</p> <p>11.3. Quality of Strategy intervention logic (including SWOT analysis, etc.);</p> <p>11.4. Coherence of proposed actions with SWOT analysis and priority topics of ARDP;</p>	<p>11. Kriterijumi odabira - izbora SLR-a</p> <p>11.1. Kvalitet partnerstva, je pravilo predstavljanja za upravljanje i donošenje odluka izbegavajući sukob interesa uključujući učešće mladih ljudi i žena;</p> <p>11.2. Koherentnost teritorije LAG-ova i dovoljna količina u pogledu ljudskih, finansijskih i ekonomskih resursa;</p> <p>11.3. Kvalitet strategije intervencije logike (uključujući SWOT analizu, itd.);</p> <p>11.4. Koherentnost predloženih akcija sa SWOT analizom i prioritnim temama PPRR;</p>

<p>11.5. Përfshirja e palëve të interesit në përgatitjen e Strategjisë së Zhvillimit Lokal;</p> <p>11.6. Aftësia e GLV-së për të menaxhuar zbatimin e SZHL-së;</p> <p>11.7. Projektet e mbështetura nga burime të tjera (jo nga Programi BZHR) duhet të konsiderohen si vlerë e shtuar, megjithatë financimi i dyfishtë duhet të shmanget.</p>	<p>11.5. Involvement of stakeholders in the preparation of the Local Development Strategy;</p> <p>11.6. Ability of the LAG to manage the implementation of the LDS;</p> <p>11.7. Projects supported from other sources (not from the RDB Program) should be considered as added value, however double funding should be avoided.</p>	<p>11.5. Uključivanje zainteresovanih strana u pripremu Lokalne razvojne strategije;</p> <p>11.6. Sposobnost LAG-a da upravlja implementacijom SLR;</p> <p>11.7. Projekte podržane iz drugih izvora (ne iz programa PRR) treba smatrati dodatnom vrednošću, međutim treba izbegavati dvostruko finansiranje.</p>
<p>12. Intenziteti i ndihmës dhe niveli i kontributit</p> <p>12.1. Intenziteti i mbështetjes, i shprehur si pjesë e mbështetjes publike në shpenzime të pranueshme është 100% për përgatitjen e SZHL-ve të GLV-ve.</p> <p>12.2. GLV-të duhet të bëjnë kërkesën për paradhënie 80% dhe kërkesën për pagesë pas dorëzimit të SZHL 20%.</p>	<p>12. Intensity of assistance and level of contribution</p> <p>12.1. The intensity of support, expressed as part of public support in eligible expenditures is 100% for the preparation of LDSs of LAGs.</p> <p>12.2. LAGs must make a request for 80% advancement payment and request for 20% payment after submission of the LDS.</p>	<p>12. Intenzitet pomoći i nivo doprinosa</p> <p>12.1. Intenzitet podrške, izražen kao deo javne podrške u prihvatljivim troškovima je 100% za pripremu LSR-a LAG-ova.</p> <p>12.2. LAG-ovi moraju da podnesu zahtev za učešće od 80% i zahtev za učešće od 20% nakon podnošenja SLR-a.</p>
<p>13. Afati i zbatimit</p> <p>13.1. Afati i zbatimit të projekteve të kësaj mase është 6 muaj prej momentit të nënshkrimit të kontratës me AZHB –në.</p> <p>13.2. Përfituesi/GLV-te kanë edhe 15 ditë shtesë për përgatitjen e dokumentacionit dhe paraqitjen e kërkesës për pagesë.</p>	<p>13. Deadline for implementation</p> <p>13.1. The deadline for the implementation of projects of this measure is six (6) months from the moment of signing the contract with ADA.</p> <p>13.2. The Beneficiary/LAGs have an additional 15 days to prepare the documentation and submit the request for payment.</p>	<p>13. Rok sprovođenja-realizacije</p> <p>13.1. Rok za realizaciju projekata ove mere je šest (6) meseci od trenutka potpisivanja ugovora sa ARP.</p> <p>13.2. Korisnik/LAG-ovi imaju dodatnih 15 dana da pripreme dokumentaciju i podnesu zahtev za isplatu.</p>

<p>13.3. AZHB mund të zgjas afatin e zbatimit për më së shumti 30 ditë, nëse ka arsye të qëndrueshme për këtë.</p> <p style="text-align: center;">KAPITULLI IX</p> <p style="text-align: center;">PROCEDURAT PËR ZBATIMIN E PROJEKTEVE</p> <p style="text-align: center;">Neni 25 Zbatimi</p>	<p>13.3. ADA may extend the implementation period by a maximum of 30 days, if there are constant reasons for this.</p> <p style="text-align: center;">CHAPTER IX</p> <p style="text-align: center;">PROCEDURES FOR IMPLEMENTATION OF PROJECTS</p> <p style="text-align: center;">Article 25 Implementation</p>	<p>13.3. ARP može produžiti period implementacije za najviše 30 dana, ako za to postoje ubedljivi razlozi.</p> <p style="text-align: center;">POGLAVLJE IX</p> <p style="text-align: center;">POSTUPCI ZA SPROVOĐENJE PROJEKATA</p> <p style="text-align: center;">Član 25 Sprovođenje</p>
<p>1. Procedura për zbatimin e PZHR 2022 bëhet sipas Ligjit Nr.03/L-098 për Bujqësinë dhe Zhvillimin Rural (Gazeta Zyrtare e Republikës së Kosovës Nr.56/27.07.2009), Ligji Nr. 04/L-090 Për ndryshimin dhe plotësimin e Ligjit Nr. 03/L-098 për Bujqësinë dhe Zhvillimit Rural (Gazeta Zyrtare e Republikës së Kosovës Nr.28/16 Tetor 2012), Ligjit Nr. 05/L -031 për Procedurën e Përgjithshme Administrative (Gazeta Zyrtare e Republikës së Kosovës Nr.20/21/qershor 2016), Ligji Nr.08/L-066 Mbi Ndarjet Buxhetore për Buxhetin e Republikës së Kosovës për vitin 2022 (Gazeta Zyrtare Nr.13/31 Dhjetor 2021) sipas këtij udhëzimi administrativ dhe legjislationit në fuqi.</p> <p>2. Masat 1, 3, 7, dhe 5 zbatohen nga Agjencia për Zhvillimin e Bujqësisë.</p>	<p>1. The procedure for the implementation of RDP 2022 is done according to Law No.03/L-098 on Agriculture and Rural Development (Official Gazette of the Republic of Kosovo No. 56 / 27.07.2009), Law no.04/L-090 On amending and supplementing Law no.03/L-098 on Agriculture and Rural Development (Official Gazette of the Republic of Kosovo No.28/16 October 2012), Law no. 05/L-031 on General Administrative Procedure (Official Gazette of the Republic of Kosovo No.20/21/June 2016), Law No.08/L-066 On Budget Allocation for the Budget of the Republic of Kosovo for 2022 (Official Gazette No.13/31 December 2021) according to this administrative instruction and legislation in force.</p> <p>2. Measures 1, 3, 7, and 5 are implemented by the Agricultural Development Agency.</p>	<p>1. Procedura za sprovođenje PRR 2022 vrši se prema Zakonu br. 03/L-098 o poljoprivredi i ruralnom razvoju (Službeni list Republike Kosovo br.56/27.07.2009), Zakon br.04/L-090 O izmenama i dopunama Zakona br.03/L-098 o poljoprivredi i ruralnom razvoju (Službeni list Republike Kosovo br. 28/16 oktobar 2012), Zakon br.05/L-031 o opštem upravnom postupku (Službeni list Republike Kosovo br. 20/21 / jun 2016), Zakon br.08/L-066 o budžetskim izdvajanjima za budžet Republike Kosovo za 2022 (Službeni list br.13/31. decembar 2021) prema ovom administrativnom uputstvu i zakonima na snazi.</p> <p>2. Mere 1, 3, 7 i 5 sprovodi Agencija za razvoj poljoprivrede.</p>

<p style="text-align: center;">Neni 26 Thirrja për Aplikim</p> <p>Agjencia për Zhvillimin e Bujqësisë është përgjegjës për hartimin, publikimin e thirrjen për Aplikim dhe udhëzuesit për aplikues, në pajtim me kriteret dhe procedurat e përcaktuara në këtë Udhëzim Administrativ.</p>	<p style="text-align: center;">Article 26 Call for Applications</p> <p>The Agricultural Development Agency is responsible for drafting, publishing the call for Applications and guidelines for applicants, in accordance with the criteria and procedures set out in this Administrative Instruction.</p>	<p style="text-align: center;">Član 26 Poziv za apliciranje-prijavu</p> <p>Agencija za razvoj poljoprivrede je odgovorna za izradu, objavljivanje poziva za podnošenje prijava i uputstva za podnosiocima prijave, u skladu sa kriterijumima i procedurama utvrđenim ovim Administrativnim uputstvom.</p>
<p style="text-align: center;">Neni 27 Procedura e dorëzimit dhe shqyrtimit të aplikacioneve</p> <p>1.Procedurat e dorëzimit dhe shqyrtimit të aplikacioneve janë:</p> <p>1.1. Aplikimi bëhet përmes web-modulit online në web-faqen e AZHB-se www.azhb-ks.net, në të cilën gjendet linku “aplikimi online” që dërgon në modulën e aplikimit online. Në web-modul regjistrohet projekti si dhe ngarkohen (upload) dokumentet e nevojshme për aplikim në PDF;</p> <p>1.2. Pas përfundimit të procesit të aplikimit online nga nën paragrafi 1.1 i këtij neni, fillon shqyrtimi administrativ i aplikacioneve;</p> <p>1.3. Procesi i vlerësimit të aplikacioneve;</p>	<p style="text-align: center;">Article 27 Procedure for submitting and reviewing applications</p> <p>1. The procedures for submitting and reviewing applications are:</p> <p>1.1. The application is made through the online web module on the ADA website www.azhb-ks.net, which contains the link "online application" that sends to the online application module. The project is registered in the web-module and the necessary documents for the application are uploaded in PDF;</p> <p>1.2. After the completion of the online application process from sub-paragraph 1.1 of this article, the administrative review of applications begins;</p> <p>1.3. Application evaluation process;</p>	<p style="text-align: center;">Član 27 Postupak podnošenja i razmatranja aplikacija-prijava</p> <p>1. Postupak podnošenja i razmatranja aplikacija-prijava su:</p> <p>1.1 Prijava se vrši preko online veb modula na veb stranici ARP www.azhb-ks.net, koja sadrži link “aplikimi online-online aplikacija” koji se šalje na modul za onlajn prijavu. Projekat je registrovan u veb-modulu i potrebna dokumentacija za prijavu se postavlja u PDF formatu;</p> <p>1.2. Nakon završetka procesa onlajn prijave iz podstava 1.1 ovog člana, počinje administrativni pregled prijave;</p> <p>1.3. Proces evaluacije prijave;</p>

<p>1.4. Shpallja publike e rezultateve preliminare të vlerësimit të projekteve;</p> <p>1.5. Njoftimi i fermerit me rezultatin e vlerësimit të projektit;</p> <p>1.6.Periudha e ankimimit/ E drejta e ankesës;</p> <p>1.7. Kontrolla e parë në terren;</p> <p>1.8. Miratimi / Refuzimi i projekteve;</p> <p>1.9. Periudha e ankimimit;</p> <p>1.10. Nënshkrimi i kontratës në mes të përfituesit dhe AZHB-së;</p> <p>1.11. Koha e kryerjes së investimeve;</p> <p>1.12. Dorëzimi i kërkesës për pagesë nga përfituesi bëhet në AZHB;</p> <p>1.13. Kontrolli administrativ i pakos së kërkesës për pagesë;</p> <p>1.14. Kontrolla e dytë në terren;</p> <p>1.15. Masat ndëshkimore në rast të parregullësive gjatë zbatimit të projekteve;</p> <p>1.16. Autorizimi dhe ekzekutimi i pagesës;</p>	<p>1.4. Public announcement of preliminary results of project evaluation;</p> <p>1.5. Informing the farmer about the result of the project evaluation;</p> <p>1.6. Appeal period / Right of appeal;</p> <p>1.7. First control in the field;</p> <p>1.8. Approval / Rejection of projects;</p> <p>1.9. Complaint period;</p> <p>1.10. Signing the contract between the beneficiary and ADA;</p> <p>1.11. Time of making investments;</p> <p>1.12. The submission of the request for payment by the beneficiary is done in ADA;</p> <p>1.13. Administrative control of the payment request package;</p> <p>1.14. Second control in the field;</p> <p>1.15. Punitive measures in case of irregularities during the implementation of projects;</p> <p>1.16. Authorization and execution of payment;</p>	<p>1.4.Javno objavljivanje preliminarних rezultata evaluacije projekta;</p> <p>1.5. Informisanje farmera o rezultatu evaluacije projekta;</p> <p>1.6. Žalbeni rok / Pravo na žalbu;</p> <p>1.7. Prva inspekcija na terenu;</p> <p>1.8. Odobrenje / Odbijanje projekata;</p> <p>1.9. Rok za reklamaciju-žalbeni rok;</p> <p>1.10. Potpisivanje ugovora između korisnika i ARP-a;</p> <p>1.11. Vreme izvršenih ulaganja;</p> <p>1.12. Podnošenje zahteva za isplatu od strane korisnika vrši se u ARP;</p> <p>1.13. Administrativna kontrola paketa zahteva za plaćanje;</p> <p>1.14. Druga terenska kontrola;</p> <p>1.15. Kaznene mere u slučaju nepravilnosti u toku realizacije projekata;</p> <p>1.16. Ovlašćenje i izvršenje plaćanja;</p>
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<p>1.17. Kontrolla pas zbatimit të projektit;</p> <p>1.18. Vendimi për kthimin e mjeteve financiare;</p> <p>1.19. E drejta e ankesës.</p> <p>2. Procedimi administrativ përfundon brenda një periudhe prej 45 ditëve, pas përfundimit të procesit të aplikimit deri tek raporti i vlerësimit/publikimi i rezultateve preliminare mbi përkrahjen, në pajtim me nenin 98 Ligjin Nr. 05/L -031 për Procedurën e Përgjithshme Administrative.</p> <p>3. Në rastet e kompleksitetit të çështjes administrative, afati mund të shtyhet bazuar në nenin 99 të Ligjin Nr. 05/L-031 për Procedurën e Përgjithshme Administrative.</p>	<p>1.17. Control after project implementation;</p> <p>1.18. Decision for return of financial means;</p> <p>1.19. The right of appeal.</p> <p>2. The administrative proceeding is completed within a period of 45 days, after the completion of the application process until the evaluation report / publication of the preliminary results on the support, in accordance with Article 98 of Law no. 05 / L-031 on General Administrative Procedure.</p> <p>3. In cases of complexity of the administrative case, the deadline may be extended based on Article 99 of Law no. 05 /L-031 on General Administrative Procedure.</p>	<p>1.17. Kontrola nakon realizacije projekta;</p> <p>1.18. Odluka-rešenje o vraćanju novčanih sredstava;</p> <p>1.19. Pravo žalbe.</p> <p>2. Upravni postupak se okončava u roku od 45 dana, nakon završetka procesa prijave do izveštaja o proceni/objavljivanja preliminarnih rezultata o podršci, u skladu sa članom 98. Zakona br.05/L-031 o opštem upravnom postupku.</p> <p>3. U slučajevima složenosti upravnog predmeta, rok se može produžiti na osnovu člana 99. Zakona br. 05/L-031 o opštem upravnom postupku.</p>
<p style="text-align: center;">Neni 28 Dorëzimi i aplikacioneve</p> <p>1. Aplikimi online duhet të ketë të ngarkuara të gjitha dokumentet e kërkuara brenda afatit për aplikim;</p> <p>2. Në aplikacionin online duhet të përfshihen projekti me të gjitha dokumentet e nevojshme për aplikim;</p> <p>3. Aplikuesi mund të aplikoj vetëm një herë brenda programit për zhvillim rural 2022;</p>	<p style="text-align: center;">Article 28 Submission of applications</p> <p>1. The online application must have all the required documents uploaded within the application deadline.</p> <p>2. The online application must include the project with all the necessary documents for the application.</p> <p>3. The applicant can apply only once within the rural development program 2022.</p>	<p style="text-align: center;">Član 28 Podnošenje aplikacija-prijava</p> <p>1. Online prijava mora imati svu traženu dokumentaciju učitano u roku za prijavu.</p> <p>2. Online aplikacija mora da sadrži projekat sa svim potrebnim dokumentima za prijavu.</p> <p>3. Podnosilac se može prijaviti samo jednom u okviru Programa ruralnog razvoja 2022.</p>

<p>4. Aplikuesit nuk mund t'i jepet një projekt i ri, nëse projekti i mëparshëm nuk është përfunduar në përputhje me kontratën e nënshkruar me AZHB;</p> <p>5. Aplikuesi siguron që të gjitha informatat dhe dokumentet e dhëna janë të qarta dhe të sakta;</p> <p>6. Aplikuesi pranon një njoftim online përmes e-mailit për dorëzimin e aplikacionit.</p>	<p>4. A new project may not be awarded to the applicant if the previous project has not been completed in accordance with the contract signed with ADA.</p> <p>5. The applicant ensures that all information and documents provided are clear and accurate.</p> <p>6. The applicant receives an online notification via email for submission of the application.</p>	<p>4. Novi projekat se ne može dodeliti podnosiocu prijave ako prethodni projekat nije završen u skladu sa ugovorom potpisanim sa ARP.</p> <p>5. Podnosilac zahteva obezbeđuje da su sve informacije i dokumenti jasni i tačni.</p> <p>6. Podnosilac prijave dobija onlajn obaveštenje putem e-pošte za podnošenje prijave.</p>
<p style="text-align: center;">Neni 29 Kontrolli, vlerësimi dhe miratimi i aplikacioneve në AZHB</p>	<p style="text-align: center;">Article 29 Control, evaluation and approval of application in ADA</p>	<p style="text-align: center;">Član 29 Kontrola, evaluacija i odobravanje prijava u ARP</p>
<p>1. Kontrolli dhe vlerësimi i aplikacioneve duhet të filloj pas mbylljes së afatit për aplikim.</p> <p>2. Aplikacionet e kompletuara i nënshtrohen vlerësimi të mëtuqjeshëm të shpenzimeve të pranueshme dhe vlerësimi të qëndrueshmërisë ekonomike dhe financiare.</p> <p>3. Nëse projekti apo kërkesa është vlerësuar nga ekspertët e fushës përkatëse, shqyrtimi i projektit apo i kërkesës shtyhet deri sa ekspertët e fushës përkatëse të ofrojnë rekomandim.</p> <p>4. Pranueshmëria e shpenzimeve kontrollohet dhe miratohet, duke i krahasuar me çmimet</p>	<p>1. The control and evaluation of applications should start after the deadline for application.</p> <p>2. Completed applications are subject to further assessment of eligible costs and assessment of economic and financial viability.</p> <p>3. If the project or request has been evaluated by experts in the relevant field, the review of the project or request is postponed until the experts in the relevant field provide a recommendation.</p> <p>4. The eligibility of expenditures is checked and approved, comparing them with the</p>	<p>1. Kontrola i evaluacija prijava treba da počne nakon isteka roka za prijavu.</p> <p>2. Kompletirane-popunjene prijave podležu daljoj proceni prihvatljivih troškova i proceni ekonomske i finansijske održivosti.</p> <p>3. Ako su projekat ili zahtev ocenili stručnjaci iz relevantne oblasti, razmatranje projekta ili zahteva se odlaže dok stručnjaci iz relevantne oblasti ne daju preporuku.</p> <p>4. Prihvatljivost troškova se proverava i odobrava, upoređujući ih sa referentnim</p>

<p>referente / çmimoret e aprovuara nga MBPZHR.</p> <p>5. Një projekt/aplikacion mund të përzgjidhet për mbështetje vetëm nëse arrin pragun minimal prej 50 pikësh deri në pragun maksimal prej 100 pikësh. Pragu minimal vendoset për të siguruar që projektet e përkrahura sjellin vlerë të shtuar të mjaftueshme për sektorin.</p>	<p>reference prices / price lists approved by MAFRD.</p> <p>5. A project / application can be selected for support only if it reaches the minimum threshold of 50 points up to the maximum threshold of 100 points. The minimum threshold is set to ensure that the projects supported bring sufficient added value to the sector.</p>	<p>cenama/cenovnicima odobrenim od MPŠRR.</p> <p>5. Projekat/aplikacija se može izabrati za podršku samo ako dostigne minimalni prag od 50 poena do maksimalnog praga od 100 poena. Minimalni prag je postavljen kako bi se osiguralo da podržani projekti donose dovoljnu dodatnu vrednost sektoru.</p>
<p>6. Pas vlerësimit dhe poentimit të projekteve, bëhet shpallja publike e listës preliminare të vlerësimit të projekteve të zhvillimit rural në web-faqen zyrtare të MBPZHR-së dhe AZHB-së.</p>	<p>6. After the evaluation and scoring of projects, the preliminary list of evaluation of rural development projects is publicly announced on the official website of MAFRD and ADA.</p>	<p>6. Nakon evaluacije i bodovanja projekata, preliminarna lista evaluacije projekata ruralnog razvoja se javno objavljuje na zvaničnom sajtu MPŠRR-a i ARP-a.</p>
<p>7. Njoftimi për publikimin e listës preliminare të përfituesve të mundshëm listës së vlerësimit të aplikimeve të projekteve të zhvillimit rural bëhet në web-faqen zyrtare të MBPZHR-së dhe AZHB-së.</p>	<p>7. The announcement for the publication of the preliminary list of potential beneficiaries of the evaluation list of applications for rural development projects is made on the official website of MAFRD and ADA.</p>	<p>7. Obaveštenje za objavljivanje preliminarne liste potencijalnih korisnika evaluacione liste aplikacija za projekte ruralnog razvoja se vrši na zvaničnom sajtu MPŠRR-a i ARP-a.</p>
<p>8. AZHB përmes postës elektronike dhe mesazheve SMS duhet t'i njoftojë të gjithë aplikuesit për publikimin e listës së vlerësimeve preliminare të projekteve të zhvillimit rural po atë ditë.</p>	<p>8. ADA through e-mails and SMS messages must notify all applicants of the publication of the list of preliminary evaluations of rural development projects on the same day.</p>	<p>8. ARP putem e-pošte i SMS-a treba da obavesti sve podnosiocce prijava o objavljivanju liste preliminarne evaluacija projekata ruralnog razvoja istog dana.</p>
<p>9. Aplikuesit që konsiderohen përfitues të mundshëm kanë të drejtë që brenda tetë (8) ditësh kalendarike, nga dita e marrjes së njoftimit të paraqiten në AZHB për të marrë letrën informuese dhe vlerësimin e projektit të tyre.</p>	<p>9. Applicants who are considered potential beneficiaries have the right to submit to the ADA within eight (8) calendar days from the date of receipt of the notice to receive the information letter and evaluation of their project.</p>	<p>9. Podnosioci zahteva koji se smatraju potencijalnim korisnicima imaju pravo da podnesu ARP u roku od osam (8) kalendarskih dana od datuma prijema obaveštenja radi dobijanja informativnog pisma i ocene svog projekta.</p>

<p>10. Afati i ankimit fillon të rrijdh ditën e nesërme, pas publikimit të listës preliminare të përfituesëve të mundshëm të projekteve të zhvillimit rural.</p>	<p>10. The appeal deadline starts the next day, after the publication of the preliminary list of potential beneficiaries of rural development projects.</p>	<p>10. Rok za žalbu počinje narednog dana, nakon objavljivanja preliminarne liste potencijalnih korisnika projekata ruralnog razvoja.</p>
<p>11. Në të njejtën ditë Lista me përfituesit e mundshëm / projektet e përzgjedhura dërgohet tek Drejtorati i Kontrollës në AZHB për kontrollën e parë në terren, e cila duhet të fillojë menjëherë.</p>	<p>11. On the same day the List of potential beneficiaries / selected projects is sent to the Directorate of Control in ADA for the first control in the field, which should start immediately.</p>	<p>11. Istog dana Lista potencijalnih korisnika/odabranih projekata se šalje Upravi za kontrolu ARP na prvi uvid na licu mesta, koji treba da počne odmah.</p>
<p>12. Në bazë të raportit të kontrollës së parë në terren dhe raportit të procesit të ankimit, bëhet miratimi i projekteve të zhvillimit rural për financim dhe aprovohet Lista përfundimtare e përfituesëve të projekteve të zhvillimit rural, e cila duhet të publikohet në uebfaqen e MBPZHR-së dhe të AZHB-së.</p>	<p>12. Based on the report of the first field control and the report of the complaint process, the rural development projects are approved for financing and the final list of beneficiaries of rural development projects is approved too, which should be published on the website of MAFRD and ADA.</p>	<p>12. Na osnovu izveštaja prve inspekcije na licu mesta i izveštaja žalbenog procesa, odobravaju se za finansiranje projekti ruralnog razvoja i usvaja se konačna lista korisnika projekata ruralnog razvoja, koja treba da se objavi na veb-sajtu MPŠRR-a i ARP-a.</p>
<p>13. Të gjithë aplikuesit duhet të informohen për përzgjedhjen ose refuzimin e projektit të tyre.</p>	<p>13. All applicants should be informed of the selection or rejection of their project.</p>	<p>13. Svi aplikanti treba da budu obavešteni o izboru ili odbijanju njihovog projekta.</p>
<p>14. Pas miratimit të projekteve, hartimit të Listës përfundimtare të përfituesëve të projekteve të zhvillimit rural dhe njoftimit të aplikuesëve përfitues, bëhet nënshkrimi i kontratës ndërmjet përfituesit dhe AZHB-së.</p>	<p>14. After the approval of the projects, the drafting of the final List of beneficiaries of rural development projects and the notification of the beneficiary applicants, the contract is signed between the beneficiary and ADA.</p>	<p>14. Nakon odobravanja projekata, izrade konačne Liste korisnika projekata ruralnog razvoja i obaveštenja korisnika aplikantata, potpisuje se ugovor između korisnika i ARP-a.</p>
<p>15. Aplikanti ftohet të nënshkruaj kontratën për bashkë – financim të projektit brenda pesë (5) ditëve pas pranimit të letër imfotimit per miratimin e projekteve;</p>	<p>15. The applicant is invited to sign the contract for co-financing of the project within five (5) days after receiving the information letter for the approval of the projects.</p>	<p>15. Podnosilac prijave se poziva da potpiše ugovor o sufinansiranju projekta u roku od pet (5) dana od dana prijema informativnog pisma za odobravanje projekata.</p>

<p>16. Pas nënshkrimit të kontratës, përfituesi është i obliguar që të fillojë zbatimin e projektit sipas kontratës.</p>	<p>16. After signing the contract, the beneficiary is obliged to start the implementation of the project according to the contract.</p>	<p>16. Nakon potpisivanja ugovora, korisnik je dužan da pristupi realizaciji projekta prema ugovoru.</p>
<p style="text-align: center;">Neni 30 Refuzimi i projekteve</p> <p>1. Aplikuesi refuzohet nëse:</p> <p>1.1. Dokumentacionin e ka të pa kompletuar;</p> <p>1.2. Dështon t'i plotëson kriteret e pranueshmërisë;</p> <p>1.3. Shpenzimet nuk mund të verifikohen si të pranueshme;</p> <p>1.4. Projekti nuk është i qëndrueshëm ekonomikisht;</p> <p>1.5. Në rast të mashtrimit në çdo fazë të procedurës;</p> <p>1.6. Nëse projekti i financuar nga përkrahja publike nuk është funksional sipas projektit/plan biznesit dhe kontratës;</p> <p>1.7. Në rast të mos respektimit të kushteve të kontratës për financim të projektit;</p> <p>1.8. Aplikuesi i cili aplikon për investime publike gjithashtu do të refuzohen nëse ata dështojnë të kryejnë procesin e prokurimit</p>	<p style="text-align: center;">Article 30 Rejection of projects</p> <p>1. The applicant is rejected if:</p> <p>1.1. The documentation is incomplete;</p> <p>1.2. Fails to meet eligibility criteria;</p> <p>1.3. Expenses cannot be verified as eligible;</p> <p>1.4. The project is not economically viable;</p> <p>1.5. In case of fraud at any stage of the procedure;</p> <p>1.6. If the project financed by public support is not functional according to the project / business plan and contract;</p> <p>1.7 In case of non-compliance with the terms of the contract for project financing;</p> <p>1.8 The applicant who applies for public investment will also be rejected if they fail to complete the procurement process</p>	<p style="text-align: center;">Član 30 Odbijanje projekata</p> <p>1. Aplikant-podnosilac prijave se odbija ako:</p> <p>1.1. Dokumentacija je nekompletna;</p> <p>1.2. Ne ispunjava kriterijume prihvatljivosti - podobnosti;</p> <p>1.3. Troškovi se ne mogu verifikovati kao prihvatljivi;</p> <p>1.4. Projekat nije ekonomski isplativ;</p> <p>1.5. U slučaju prevare u bilo kojoj fazi postupka;</p> <p>1.6. Ako projekat finansiran javnom podrškom nije funkcionalan prema projektu/biznis planu i ugovoru;</p> <p>1.7. U slučaju nepoštovanja uslova ugovora za finansiranje projekta;</p> <p>1.8. Podnosilac zahteva koji se prijavi za javnu investiciju će takođe biti odbijen ako ne završi proces nabavke</p>

<p>sipas rregullave të aplikueshme të prokurimit;</p> <p>1.9. Aplikuesi njoftohet për projektin që është refuzuar me anë të vendimit për refuzim të nxjerr nga Agjencia për Zhvillimin e Bujqësisë;</p> <p>1.10. Vendimi për refuzim përmban arsyet e refuzimit në mënyrë të detajuar.</p>	<p>according to the applicable procurement rules;</p> <p>1.9. The applicant is notified of the project that has been rejected by the rejection decision issued by the Agricultural Development Agency;</p> <p>1.10 The decision for rejection contains the reasons for the rejection in detail.</p>	<p>u skladu sa važećim pravilima nabavke;</p> <p>1.9. Podnosilac prijave je obavešten o projektu koji je odbijen odlukom izdatu od Agencije za razvoj poljoprivrede;</p> <p>1.10. Odluka za odbijanje sadrži detaljno razloge za odbijanje.</p>
<p style="text-align: center;">Neni 31 Shpenzimet e papranueshme për masat</p> <p>1. Shpenzimet e papranueshme për masat janë:</p> <p>1.1. Taksat, përfshirë TVSH-në, me përjashtim të TVSH-së së pa – kthyeshme për personat fizik dhe ndërmarrjet jo-raportuese të TVSH-së.</p> <p>1.2. Taksat doganore dhe akcizat;</p> <p>1.3. Bletja dhe qiraja e tokës dhe ndërtesave ekzistuese;</p> <p>1.4. Gjobat, ndëshkimet financiare dhe shpenzimet e proceseve gjyqësore;</p> <p>1.5. Shpenzimet operative;</p> <p>1.6. Makineri dhe pajisje e dorës së dytë;</p>	<p style="text-align: center;">Article 31 Ineligible costs for the measures</p> <p>1. Ineligible costs for the measures are:</p> <p>1.1. Taxes, including VAT, with the exception of non-refundable VAT on natural persons and non-VAT reporting enterprises;</p> <p>1.2. Customs duties and excises;</p> <p>1.3. Purchase and lease of existing land and buildings;</p> <p>1.4. Fines, financial penalties and court costs;</p> <p>1.5. Operating expenses;</p> <p>1.6. Second hand machinery and equipment;</p>	<p style="text-align: center;">Član 31 Neprihvatljivi troškovi za mere</p> <p>1. Neprihvatljivi troškovi za mere su:</p> <p>1.1. Porezi, uključujući PDV, sa izuzetkom nepovratnog PDV-a za fizička lica i preduzeća koja ne prijavljuju PDV;</p> <p>1.2. Poreske carine i akcize;</p> <p>1.3. Kupovina i zakup postojećeg zemljišta i zgrada;</p> <p>1.4. Kazne, novčane kazne i sudski troškovi;</p> <p>1.5. Operativni troškovi;</p> <p>1.6. Polovne mašine i oprema;</p>

<p>1.7. Makinerite dhe paisjet pa numer serik dhe të dhëna teknike me perjashtim të paisjeve artizanale;</p> <p>1.8. Detyrimet bankare, kamatat, shpenzimet e garantuesit dhe detyrimet e ngjashme;</p> <p>1.9. Kostot e këmbimit, detyrimet dhe humbjet e këmbimit, si dhe shpenzime tjera financiare;</p> <p>1.10. Kontributet në naturë;</p> <p>1.11. Blerja e inputeve bujqësore, kafshëve, bimëve një vjeçare dhe mbjellja e tyre;</p> <p>1.12. Shpenzimet e mirëmbajtjes dhe amortizimit;</p> <p>1.13. Shpenzimet për pagat e stafit të punësuar për aktivitetet e menaxhimit, zbatimit, monitorimit dhe kontrollimit;</p> <p>1.14. Përveq shpenzimet nga nën paragrafi;</p> <p>1.15. dhe nën paragrafi 1.5 të këtij neni të cila janë të pranueshme vetëm në kuadër të masës 5.</p> <p style="text-align: center;">Neni 32 Kërkesa për pagesë</p>	<p>1.7. Machinery and equipment without serial number and technical data with the exception of handicraft equipment;</p> <p>1.8. Bank liabilities, interest, guarantor costs and similar liabilities;</p> <p>1.9. Exchange costs, liabilities and exchange losses, as well as other financial expenses;</p> <p>1.10. In-kind contributions;</p> <p>1.11. Purchase of agricultural inputs, animals, annual plants and their planting;</p> <p>1.12. Maintenance and depreciation costs;</p> <p>1.13. Expenses for staff salaries for management, implementation, monitoring and control activities;</p> <p>1.14. Except expenses from sub-paragraph;</p> <p>1.15. and sub-paragraph 1.5 of this article which are eligible only under measure 5.</p> <p style="text-align: center;">Article 32 Request for payment</p>	<p>1.7. Mašine i oprema bez serijskog broja i tehničkih podataka, osim opreme za ručne radove;</p> <p>1.8. Obaveze banaka, kamate, troškovi žiranta i slične obaveze;</p> <p>1.9. Tečajni troškovi, obaveze i gubici od kursnih razlika, kao i drugi finansijski rashodi;</p> <p>1.10. Doprinosi u naturi;</p> <p>1.11. Kupovina poljoprivrednih inputa, životinja, jednogodišnjih biljaka i njihova sadnja;</p> <p>1.12. Troškovi održavanja i amortizacije;</p> <p>1.13. Troškovi za plate osoblja za aktivnosti upravljanja, implementacije, praćenja i kontrole;</p> <p>1.14. Osim troškova iz podstava 1.13 i podstava;</p> <p>1.15. ovog člana koji su prihvatljivi samo u okviru mere 5.</p> <p style="text-align: center;">Član 32 Zahtev za isplatu</p>
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<p>1. Përfituesit që kanë përfunduar investimin sipas kontratës e dorëzojnë kërkesën për pagesë në Zyret Regjionale të AZHB-së.</p> <p>2. Formulari i kërkesës për pagesë mund të shkarkohet nga web-faqja e AZHB-se apo sigurohet nga Zyra Regjionale e AZHB-së.</p> <p>3. Kërkesa për pagesë me dokumentacionin e kompletuar dorëzohet kopje fizike, dhe një CD me dokumentet e skanuara, personalisht nga përfituesi ose nga personi i autorizuar. siç është përcaktuar në Kontratën për financimin e projekteve.</p> <p>4. Nëse kërkesa për pagesë nuk është e kompletuar me të gjitha dokumentet sipas kontratës, zyrtari i AZHB-së nuk e pranon Kërkesën për pagesë, por e regjistron atë duke i dhënë përfituesit një kopje dhe i kërkon plotësimin e dokumentacionit përkatës brenda afatit prej pesë (5) ditëve.</p> <p>5. Nëse përfituesi brenda afatit të përcaktuar sipas paragrafit 3 dhe 4 të këtij Neni, nuk e dorëzon dokumentacionin e kompletuar, kërkesa për pagesë refuzohet.</p> <p>6. Pas kontrolles administrative të kërkesës për pagesë, Drejtoria e Kontrollit në AZHB bën kontrollën e dytë në terren për tu siguruar se investimi është bërë sipas projekt propozimit /</p>	<p>1. Beneficiaries who have completed the investment under the contract submit the request for payment to the Regional Offices of ADA.</p> <p>2. The payment request form can be downloaded from the ADA website or provided by the ADA Regional Office.</p> <p>3. The request for payment with the completed documentation is submitted as a physical copy, and a CD with the scanned documents, personally by the beneficiary or by an authorized person. as defined in the Project Financing Contract.</p> <p>4. If the request for payment is not completed with all the documents according to the contract, the ADA official does not accept the request for payment, but registers it by giving a copy to the beneficiary and requests the completion of the relevant documentation within five days. (5) days.</p> <p>5. If the beneficiary does not submit the completed documentation within the deadline determined according to paragraph 3 and 4 of this Article, the request for payment is rejected.</p> <p>6. After the administrative control of the request for payment, the Control Directorate in ADA conducts the second control in the field to ensure that the investment is made</p>	<p>1. Korisnici koji su završili investiciju po ugovoru podnose zahtev za isplatu Regionalnim kancelarijama ARP-a.</p> <p>2. Obrazac zahteva za plaćanje može se preuzeti sa veb stranice ARP-a ili ga obezbediti sa regionalne kancelarije ARP-a.</p> <p>3. Zahtev za isplatu sa popunjenom dokumentacijom podnosi se kao fizička kopija, i CD sa skeniranim dokumentima, lično od korisnika ili od strane ovlašćenog lica kako je definisano u Ugovoru o finansiranju projekta.</p> <p>4. Ukoliko zahtev za isplatu nije kompletiran sa svim dokumentima po ugovoru, službenik ARP-a ne prihvata Zahtev za isplatu, već ga registruje davanjem kopije korisniku i zahteva kompletiranje relevantne dokumentacije u roku od pet (5) dana.</p> <p>5. Ako korisnik ne dostavi kompletnu dokumentaciju u roku utvrđenom iz st. 3. i 4. ovog člana, zahtev za isplatu se odbija.</p> <p>6. Nakon administrativne kontrole zahteva za isplatu, Direkcija za kontrolu u ARP vrši drugu inspekciju na licu mesta kako bi se uverila da je investicija izvršena u skladu sa</p>
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<p>biznisit planit të aprovuar dhe letres miratuese.</p> <p>7. Në rast të gabimve teknike në pakon e kërkesës për pagese aplikuesi duhet të njoftohet për korigjimin e gabimeve teknike, në afat prej pesë (5) ditëve.</p> <p>8. Nëse përfituesi brenda afatit të përcaktuar sipas paragrafit 7 të këtij neni, nuk e korigjon dokumentacionin me gabime teknike, ky dokument refuzohet.</p> <p>9. Në bazë të Vlerësimit të Raportit të Kontrollit nga tereni dhe faturave të dorëzuara, me kërkesën për pagesë dhe çmimorese se AZHB-se, AZHB nxjerr Vendim për pagesë brenda afatit 60 ditësh dhe e njofton përfituesin përmes një Letre Informuese.</p> <p>10. Asnjë pagesë nuk bëhet për përfituesit për të cilën konstatohet se kanë krijuar kushte artificiale për marrjen e pagesave.</p> <p>11. Nëse kërkesa për pagesë nuk është pranuar apo mbështetja publike është zvogëluar, përfituesi duhet të informohet përmes Letrës informuese.</p> <p>12. Prej ditës së dorëzimit të kërkesës për pagesë deri te ekzekutimi i pagesës nuk duhet të kalojnë më shumë se (90) ditë, përveç nëse një tejkallim i afatit bëhet për arsye objektive.</p>	<p>according to the project proposal / business plan, approved plan and approval letter.</p> <p>7. In case of technical errors in the payment request package, the applicant must be notified for the correction of technical errors, within five (5) days.</p> <p>8. If the beneficiary does not correct the documentation with technical errors within the deadline determined according to paragraph 7 of this article, this document is rejected.</p> <p>9. Based on the Evaluation of the Field Control Report and the invoices submitted, with the request for payment and the price list of ADA, ADA issues a Decision for payment within 60 days and notifies the beneficiary through an Information Letter.</p> <p>10. No payment is made for the beneficiaries who are found to have created artificial conditions for receiving payments.</p> <p>11. If the request for payment is not accepted or the public support is reduced, the beneficiary must be informed through the Information Letter.</p> <p>12. No more than (90) days should elapse from the day of submission of the request for payment until the execution of the payment, unless an overdue deadline is made for objective reasons.</p>	<p>predlogom projekta/poslovnim planom i pismom odobrenja.</p> <p>7. U slučaju tehničkih grešaka u paketu zahteva za plaćanje, podnosilac zahteva mora biti obavešten za ispravku tehničkih grešaka, u roku od pet (5) dana.</p> <p>8. Ako korisnik ne ispravi dokumentaciju sa tehničkim greškama u roku utvrđenom prema stavu 7. ovog člana, ovaj dokument se odbija.</p> <p>9. Na osnovu Procene Izveštaja terenske kontrole i dostavljenih računa, uz zahtev za isplatu i cenovnik ARP-a, ARP izdaje u roku od 60 dana Odluku-rešenje o uplati i obaveštava korisnika putem Informativnog pisma.</p> <p>10. Ni jedna isplata se ne vrši za korisnike za koje se utvrdi da su stvorili veštačke uslove za primanje isplata.</p> <p>11. Ukoliko se zahtev za isplatu ne prihvati ili je javna podrška smanjena, korisnik mora biti obavešten putem Informativnog pisma.</p> <p>12. Od dana podnošenja zahteva za isplatu do izvršenja isplate ne treba da prođe više od (90) dana, osim ako se rok ne kasni iz objektivnih razloga.</p>
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<p>13. Para kërkesës për pagesë perfituesi duhet të vendos në vend investim tabelen me logo të MBPZHR/AZHB me madhësi 100cmx50cm * të përcaktuar sipas Shtojcave 1, 2, 3, 4, dhe 5 të këtij udhëzimi administrativ.</p> <p>14. Pagesa duhet të bëhet në afat prej (30) ditësh nga dita e Vendimit për pagesë.</p>	<p>13. Before requesting payment, the beneficiary must place on the investment site the table with the logo of MAFRD/ADA with size 100cmx50cm * defined according to Annexes 1, 2, 3, 4, and 5 of this administrative instruction.</p> <p>14. Payment must be made within (30) days from the day of the Decision for payment.</p>	<p>13. Pre nego što zatraži isplatu, korisnik mora da postavi na investicionu lokaciju tabelu sa logom MPŠRR / ARP veličine 100cmx50cm * definisane prema Aneksima 1, 2, 3, 4 i 5 ovog administrativnog uputstva.</p> <p>14. Plaćanje se mora izvršiti u roku od (30) dana od dana donošenja Odluke o uplati.</p>
<p>15. Në rast të kontestimit të vendimit për pagesë ose vendimit për refuzim të pageses, përfituesi ka të drejtë ankese.</p> <p>16. AZHB krijon një Komision të veçantë për ankesa që ndërlidhen me vendimin për nderprerje të kontratës, vendimin për pagesë, vendimin për refuzim dhe vendimit për përjashtim për tri vite.</p> <p>17. Kundër vendimit të Komisionit pala ka të drejtë të ushtroj padi për konflikt administrativ në gjykatën kompetente në afat prej 30 ditësh.</p>	<p>15. In case of contested decision for payment or decision for refusal of payment, the beneficiary has the right to appeal.</p> <p>16. ADA establishes a special Commission for appeals related to the decision to terminate the contract, the decision for payment, the decision for refusal and the decision for exclusion for three years.</p> <p>17. Against the decision of the Commission, the party has the right to file a lawsuit for administrative dispute in the competent court within 30 days.</p>	<p>15. U slučaju sporne odluke o isplati ili odluke o odbijanju plaćanja, korisnik ima pravo žalbe.</p> <p>16. ARP stvara posebnu komisiju za žalbe na odluku o raskidu ugovora, rešenje o isplati, rešenje o odbijanju i rešenje o isključenju na tri godine.</p> <p>17. Protiv rešenja Komisije stranka ima pravo da podnese tužbu za upravni spor nadležnom sudu u roku od 30 dana.</p>
<p style="text-align: center;">Neni 33 Shkalla e kontrolleve në teren</p> <p>1. AZHB obligohet të kontrollojë në teren në shkallën prej 100 % të gjitha projektet, të cilat janë përzgjedhur si përfituese nga PZHR 2022 dhe të verifikojë përmbushjen e kritereve për financim.</p>	<p style="text-align: center;">Article 33 Extent of field controls</p> <p>1. ADA is obliged to check in the field at a rate of 100% all projects, which have been selected as beneficiaries of RDP 2022 and to verify the fulfillment of funding criteria.</p>	<p style="text-align: center;">Član 33 Stepen terenskih kontrola</p> <p>1. ARP je dužna da na terenu u stopi od 100% proveru sve projekte koji su izabrani kao korisnici PRR 2022 i da proveru ispunjenost kriterijuma finansiranja.</p>

<p>2. Pas parashtrimit të Kërkesës për pagesë, Drejtoria e Kontrollit e AZHB-së është i obliguar të verifikojë zbatimin e investimeve me anë të kontrollit në teren. Ne kete rast përfituesi eshte i obliguar të jete i pranishëm gjate zhvillimit te kontolles në teren me se largu 5 dite nga njoftimi i AZHB-së.</p> <p>3. Rikontrolli ne terren bëhet në raste të caktuara dhe me kërkesë të Drejtorive përkatëse të AZHB-së.</p> <p>4. Në bazë të raportit të kontrollit për verifikimin, kërkesës për pagesë me dokumentacionin e bashkangjitur për kryerjen e investimeve, bëhet autorizimi i pagesës.</p> <p>5. AZHB kryen Ex-post kontroll për verifikimin e të gjitha projekteve të përzgjedhura për financim tre (3) vjet, nga dita e ekzekutimit të pagesës së fundit. Ne kete rast përfituesi eshte i obliguar te jete i pranishëm gjate zhvillimit te kontolles ne teren me se largu 5 dite nga njoftimi i AZHB-së.</p> <p>6. AZHB me vendim të veçantë e cakton komisionin për superkontroll të projekteve.</p>	<p>2. After submitting the Request for payment, the Control Directorate of ADA is obliged to verify the implementation of investments through the control in the field. In this case the beneficiary is obliged to be present during the field control no later than 5 days from the notification of ADA.</p> <p>3. Re – controlling is performed in certain cases and at the request of the relevant Directorates of ADA.</p> <p>4. Based on the control report for verification, the request for payment with the documentation attached for the execution of investments, the payment is authorized.</p> <p>5. ADA conducts Ex-post control to verify all projects selected for financing three (3) years, from the day of execution of the last payment. In this case the beneficiary is obliged to be present during the field control no later than 5 days from the notification of ADA.</p> <p>6. ADA with a special decision appoints the commission for super control of projects.</p>	<p>2. Nakon podnošenja Zahteva za isplatu, Direkcija za kontrolu ARP je dužna da putem kontrole na licu mesta proveri realizaciju investicija. U ovom slučaju korisnik je dužan da prisustvuje terenskoj kontroli najkasnije 5 dana od obaveštenja ARP-a.</p> <p>3. Ponovni pregled na licu mesta se vrši u određenim slučajevima i na zahtev nadležnih direkcija ARP-a.</p> <p>4. Na osnovu kontrolnog izveštaja za verifikaciju, zahteva za isplatu sa priloženom dokumentacijom za izvršenje investicija, vrši se ovlašćenje za plaćanje.</p> <p>5. ARP sprovodi naknadnu-Ex-post kontrolu radi verifikacije svih projekata odabranih za finansiranje tri (3) godine, od dana izvršenja poslednje uplate. U ovom slučaju korisnik je dužan da prisustvuje terenskoj kontroli najkasnije 5 dana od obaveštenja ARP-a.</p> <p>6. ARP s posebnim rešenjem imenuje komisiju za superkontrolu projekata.</p>
<p style="text-align: center;">Neni 34 Kontrolla e veçantë</p> <p>Për kontrollën e veçantë në terren, në rastet të investimeve në ndërtimtari dhe investimeve që</p>	<p style="text-align: center;">Article 34 Special control</p> <p>For special control in the field, in cases of construction investments and investments</p>	<p style="text-align: center;">Član 34 Posebna kontrola</p> <p>Za posebnu kontrolu na terenu, u slučajevima građevinskih investicija i investicija za koje</p>

<p>kërkojnë ekspertizë të veçantë, AZHB mund të angazhojë ekspertë të fushave përkatëse për të dhënë vlerësim profesional.</p> <p style="text-align: center;">Neni 35 Dokumentacioni i kërkuar për pagesë</p> <p>1. Kërkesa për pagesë duhet të përmbajë origjinalin e dokumenteve të kërkuara sipas kërkesës për pagesë dhe një CD me dokumentet e skanuara.</p> <p>2. Pagesat mbi shumën pesëqind euro (500.00€), bëhen përmes transferit bankar dhe duhet të vërtetohen me pasqyrat bankare të llogarise rrjedhëse.</p> <p>3. Për pagesat me vlerë nën pesëqind euro (500.00€) nëse pagesa është bërë me para në dorë, duhet të sigurohet fatura dhe kuponin fiskal, kurse nëse pagesa është bërë përmes bankës duhet të dorëzohet fletëpagesa e transferit bankar.</p>	<p>that require special expertise, ADA may engage experts in relevant fields to provide professional assessment.</p> <p style="text-align: center;">Article 35 Documentation required for payment</p> <p>1. The request for payment must contain the original of the required documents according to the request for payment and a CD with the scanned documents.</p> <p>2. Payments over the amount of five hundred euros (500.00 €), are made by bank transfer and must be verified with the bank statements of the current account.</p> <p>3. For payments under five hundred euros (500.00 €) € if the payment was made in cash, the invoice and fiscal coupon must be provided, and if the payment was made through the bank, the bank transfer payment slip must be submitted.</p>	<p>je potrebna posebna ekspertiza, ARP može angažovati stručnjake iz relevantnih oblasti da daju stručnu procenu.</p> <p style="text-align: center;">Član 35 Potrebna dokumentacija za plaćanje</p> <p>1. Zahtev za isplatu mora da sadrži original potrebnih dokumenata prema zahtevu za isplatu i CD sa skeniranim dokumentima.</p> <p>2. Uplate iznad iznosa od petsto evra (500,00 €), vrše se bankovnim transferom i moraju biti verifikovane izvodima sa tekućeg računa.</p> <p>3. Za uplate ispod petsto evra (500,00 €) € ako je plaćanje izvršeno u gotovini, potrebno je obezbediti račun i fiskalni kupon, a ako je plaćanje izvršeno preko banke, potrebno je dostaviti uplatnicu bankovnog transfera.</p>
<p style="text-align: center;">Neni 36 Procedura e ankesave per aplikues</p> <p>1. Aplikuesit e pakënaqur me rezultatin e vlerësimit kanë të drejtën e ankesës ndaj vendimeve të AZHB-së.</p> <p>2. Ankesa duhet t'i drejtohet Komisionit për Shqyrtimin e Ankesave.</p>	<p style="text-align: center;">Article 36 Complaints procedure for applicants</p> <p>1. Applicants dissatisfied with the result of the evaluation have the right to appeal against ADA decisions.</p> <p>2. The complaint must be addressed to the Complaints Review Commission.</p>	<p style="text-align: center;">Član 36 Žalbeni postupak za aplikante-podnosiocce zahteva</p> <p>1. Aplikanti koji su nezadovoljni rezultatom evaluacije imaju pravo žalbe na odluke ARP-a.</p> <p>2. Žalba se mora uputiti Komisiji za razmatranje žalbi.</p>

<p>3. Aplikuesi mund të paraqesë ankesë me shkrim në afat prej 30 ditësh nga dita e publikimit të Listës preliminare të përfituesëve të mundshëm të projekteve të zhvillimit rural.</p> <p>4. Komisioni për Shqyrtimin e Ankesave në afat prej 30 ditësh nga dita e dorëzimit të ankesës, duhet të jep përgjigje me shkrim, me arsyetim të plotë, drejtuar parashtruesit të ankesës.</p>	<p>3. The applicant may file a written complaint within 30 days from the date of publication of the Preliminary List of potential beneficiaries of rural development projects.</p> <p>4. The Complaints Review Commission, within 30 days from the day of submitting the complaint, must provide a written response, with full justification, addressed to the complainant.</p>	<p>3. Podnosilac prijave može uložiti pismenu žalbu u roku od 30 dana od dana objavljivanja Preliminarne liste potencijalnih korisnika projekata ruralnog razvoja.</p> <p>4. Komisija za razmatranje žalbi, u roku od 30 dana od dana podnošenja pritužbe, dužna je da dostavi pisani odgovor, sa punim obrazloženjem, upućen podnosiocu žalbe.</p>
<p>5. Komisioni për Shqyrtimin e Ankesave merr vendim me shumicën e votave të anëtarëve të tij, me të cilin:</p> <p>5.1. Refuzon ankesën ndaj vendimit të AZHB-së në lidhje me vlerësimin e projektit përkatës;</p> <p>5.2. Aprovon ankesën dhe anulon vendimin e AZHB-së në lidhje me vlerësimin e projektit përkatës dhe merr vendim meritor;</p>	<p>5. The Complaints Review Commission takes a decision by a majority vote of its members, by which:</p> <p>5.1. Rejects the appeal against the ADA decision regarding the evaluation of the respective project;</p> <p>5.2. Approves the appeal and annuls the decision of ADA regarding the evaluation of the respective project and makes a meritorious decision;</p>	<p>5. Komisija za razmatranje žalbi donosi odluku većinom glasova svojih članova, s kojim:</p> <p>5.1. Odbija žalbu na odluku ARP-a u vezi sa vrednovanjem dotičnog projekta;</p> <p>5.2. Usvaja žalbu i poništava odluku ARP-a u vezi sa ocenom dotičnog projekta i donosi meritornu odluku;</p>
<p>6. Gjatë procesit të shqyrtimit të ankesave, Komisioni për Shqyrtimin e Ankesave mund të kërkoj informacione të nevojshme nga AZHB, të realizojë vizita në terren dhe të kërkoj informata edhe drejtpërdrejt nga pala në lidhje me projektet përkatëse.</p>	<p>6. During the grievance review process, the Complaints Review Commission may request the necessary information from the ADA, conduct field visits and request information directly from the party regarding the respective projects.</p>	<p>6. Tokom procesa razmatranja žalbi, Komisija za rešavanje žalbi može zahtevati potrebne informacije od ARP-a, vršiti terenske posete i tražiti informacije direktno od strane u vezi sa odgovarajućim projektima.</p>
<p>7. Kundër vendimit përfundimtar në procedurë të rregullt administrative nuk lejohet ankesë por me padi mund të inicohet konflikt administrativ në Gjykatën kompetente.</p>	<p>7. No appeal is allowed against the final decision in the regular administrative procedure, but with a lawsuit an administrative dispute can be initiated in the competent Court.</p>	<p>7. Protiv pravnosnažnog rešenja u redovnom upravnom postupku žalba nije dozvoljena, ali se tužbom može pokrenuti upravni spor kod nadležnog suda.</p>

<p style="text-align: center;">Neni 37 Komisioni për Shqyrtimin e Ankesave</p>	<p style="text-align: center;">Article 37 Complaints Review Commission</p>	<p style="text-align: center;">Član 37 Komisija za razmatranje žalbi</p>
<p>1. Komisioni për Shqyrtimin e Ankesave është një trup profesional për shqyrtimin, vlerësimin dhe vendosjen për ankesa, i cili përbëhet nga zyrtarë të AZHB-së dhe MBPZHR-së dhe themelohet me vendim të MBPZHR-së.</p> <p>2. Komisioni për Shqyrtimin e Ankesave përbëhet nga pesë (5) anëtarë, dy (2) prej të cilëve janë zyrtarë në AZHB, ndërsa tre (3) prej të cilëve janë zyrtarë të MBPZHR.</p> <p>3. Anëtarët e Komisionit për Shqyrtimin e Ankesave janë të pavarur në punën e tyre dhe vendimet i marrin në pajtim me faktet dhe gjendjen e verifikuar.</p> <p>4. Anëtari i Komisionit për Shqyrtimin e Ankesave obligohet që:</p> <p>4.1. Të zbatojë kriteret dhe procedurat e përcaktuara në këtë Udhëzim Administrativ;</p>	<p>1. The Complaints Review Commission is a professional body for reviewing, evaluating and deciding on complaints, which consists of officials from ADA and MAFRD and is established by a decision of MAFRD.</p> <p>2. The Complaints Review Commission consists of five (5) members, two (2) of whom are officials in ADA, while three (3) of whom are MAFRD officials.</p> <p>3. The members of the Complaints Review Commission are independent in their work and make decisions in accordance with the facts and the verified situation.</p> <p>4. The member of the Complaints Review Commission is obliged to:</p> <p>4.1. Implement the criteria and procedures set out in this Administrative Instruction;</p>	<p>1. Komisija za razmatranje žalbi je profesionalni organ za razmatranje, ocenjivanje i odlučivanje za žalbe, koji se sastoji od službenika ARP-a i MPŠRR-a i osniva se odlukom MPŠRR-a.</p> <p>2. Komisija za razmatranje žalbi se sastoji od pet (5) članova, od kojih su dva (2) službenici u ARP, dok su tri (3) koji su službenici MPŠRR-a.</p> <p>3. Članovi Komisije za razmatranje žalbi su nezavisni u radu i donose odluke u skladu sa činjenicama i proverenim stanjem.</p> <p>4. Član Komisije za razmatranje žalbi obavezuje se da:</p> <p>4.1. Sprovodi kriterijume i procedure utvrđene ovim Administrativnim uputstvom;</p>
<p>4.2. Të jetë i paanshëm;</p> <p>4.3. Të ushtrojë të drejtën e votës së lirë dhe të pandikuar;</p>	<p>4.2. Be impartial;</p> <p>4.3. Exercise the right to free and uninfluenced vote;</p>	<p>4.2. Da bude nepristrasni;</p> <p>4.3. Da ostvari prava na slobodno i bez uticaja glasanja;</p>

<p>4.4. Të marrë pjesë në takimet e Komisionit dhe të nënshkruaj raportet punuese dhe vendimet përkatëse.</p> <p>5. Komisioni për ankesa nga paragrafi 2 i këtij neni obligohet që vendimet e marra ti hartoi në pajtim me arsyetimin e aktit administrativ të përcaktuar në nenin 48 dhe 49 të Ligjit Nr.05/L-031 për Procedurën e Përgjithshme Administrative (Gazeta Zyrtare Nr.20/21 Qershor 2016).</p> <p>6. Komisioni për Shqyrtimin e Ankesave obligohet që për punën e vet dhe për veprimet e marra të hartojë raport me shkrim dhe të informojë zyrtarët më të lartë të MBPZHR-së dhe AZHB-së, si dhe palët e interesit, më së largu 30 ditë nga dita e përfundimit të afatit të ankimimit.</p>	<p>4.4. Participate in the meetings of the Commission and sign the working reports and relevant decisions.</p> <p>5. The Complaints Commission from paragraph 2 of this Article is obliged to draft the decisions taken in accordance with the reasoning of the administrative act defined in Articles 48 and 49 of Law No. 05 / L-031 on General Administrative Procedure (Official Gazette no. 20 / 21 June 2016).</p> <p>6. The Complaints Review Commission is obliged to prepare a written report on its work and actions taken and to inform the highest officials of MAFRD and ADA, as well as stakeholders, no later than 30 days from the day of the end of the appeal period.</p>	<p>4.4. Da učestvuje na sastancima Komisije i potpisuje izveštaje o radu i relevantne odluke.</p> <p>5. Komisija za žalbe iz stava 2. ovog člana dužna je da sačini odluke donete u skladu sa obrazloženjem upravnog akta definisanog u članovima 48. i 49. Zakona br.05/L-031 o opštem upravnom postupku (Službeni list br. 20/21. jun 2016.).</p> <p>6. Komisija za razmatranje žalbi je dužna da pripremi pismeni izveštaj o svom radu i preduzetim radnjama i da obavesti najviše zvaničnike MPŠRR-a i ARp-a, kao i zainteresovane strane, najkasnije u roku od 30 dana od dana isteka žalbenog roka.</p>
<p style="text-align: center;">Neni 38 Trajtimi i lëndëve të gjykatave</p> <p>Lëndët të cilat kthehen për rishqyrtim dhe rivendosje sipas Aktgjytimeve të Gjykatave përkatëse, trajtohen dhe përgatitet vendim nga Zyra Ligjore e AZHB-së.</p>	<p style="text-align: center;">Article 38 Handling court cases</p> <p>Cases which are returned for reconsideration and reinstatement according to the Judgments of the respective Courts, are handled and a decision is prepared by the Legal Office of ADA.</p>	<p style="text-align: center;">Neni 38 Provera Sudskim predmetima</p> <p>Predmeti koji se vraćaju na ponovno razmatranje u skladu sa presudama odgovarajućih sudova, rešavaju se i pripremaju odlukom Pravne kancelarije ADA.</p>
<p style="text-align: center;">Neni 39 Kushtet për mirëmbajtjen e investimit</p> <p>1. Investimi për të cilin përfituesi ka marrë mbështetje nuk duhet të pësoj ndryshim</p>	<p style="text-align: center;">39 Conditions for investment maintenance</p> <p>1. The investment for which the beneficiary has received support must not undergo a substantial change within three (3) years</p>	<p style="text-align: center;">39 Kushtet për mirëmbajtjen e investimit</p> <p>1. Investicija za koju je korisnik dobio podršku ne sme biti podvrgnuta suštinskim</p>

<p>thelbësor brenda tri (3) viteve nga data kur pagesa përfundimtare është pranuar.</p> <p>2. Ndryshime thelbësore të një investimi janë ato të cilat rezultojnë në:</p> <p>2.1. Ndërprerjen ose zhvendosjen e aktivitetit prodhues nga paragrafi 1 i këtij neni, në një fushë që nuk është e mbuluar me Program;</p> <p>2.2. Ndryshimi i pronësisë në një pjesë të infrastrukturës e cila i jep një ndërmarrjeje ose institucioni publik një përparësi të pamërituar;</p> <p>2.3. Ndryshim përmbajtjesor që ndikon në natyrën, objektivat ose kushtet e zbatimit të cilat rezultojnë me ndryshimin e objektivave fillestare.</p> <p>3. Në rast të situatave të jashtëzakonshme që mund të ndikojnë në investim nga fatkeqësitë natyrore, përfituesi duhet të informojë AZHB-në brenda afateve, sipas kontratës së nënshkruar nga dy palët.</p> <p>4. Përfituesit janë të detyruar të mbajnë të gjitha të dhënat e kontabilitetit të paktën tri (3) vjet pas zbatimit të projektit, si dhe të bashkëpunojnë me zyrtarët e MBPZHR-së për të siguruar çdo informacion të kërkuar nga AZHB ose MBPZHR si dhe zyrtarë tjerë të autorizuar nga të dy palët, për të kontrolluar dhe audituar</p>	<p>from the date when the final payment was received.</p> <p>2. Substantial changes of an investment are those which result in:</p> <p>2.1. Termination or relocation of the productive activity from paragraph 1 of this article, in a field that is not covered by the Program;</p> <p>2.2. Change of ownership in a part of the infrastructure which gives an enterprise or public institution an undeserved advantage;</p> <p>2.3. Content change that affects the nature, objectives or conditions of implementation which result in the change of initial objectives.</p> <p>3. In case of emergency situations that may affect the investment from natural disasters, the beneficiary must inform the ADA within the deadlines, according to the contract signed by both parties.</p> <p>4. Beneficiaries are obliged to keep all accounting records for at least three (3) years after the implementation of the project, as well as to cooperate with MAFRD officials to provide any information required by ADA or MAFRD as well as officials and others authorized by both parties to control and</p>	<p>promenama u roku od tri (3) godine od datuma kada je primljena konačna isplata.</p> <p>2. Značajne promene investicije su one koje rezultiraju u:</p> <p>2.1. Prestanak ili izmeštanje proizvodne delatnosti iz stava 1. ovog člana u oblasti koja nije obuhvaćena Programom;</p> <p>2.2. Promena vlasništva na delu infrastrukture koja preduzeću ili javnoj ustanovi daje nezasluženu prednost;</p> <p>2.3. Promena sadržaja koja utiče na prirodu, ciljeve ili uslove implementacije koja rezultira promenom početnih ciljeva.</p> <p>3. U slučaju vanrednih situacija koje mogu uticati na investiciju od elementarnih nepogoda, korisnik mora da obavesti ARP u rokovima, prema ugovoru koji su potpisale obe strane.</p> <p>4. Korisnici su obavezni da čuvaju sve računovodstvene evidencije najmanje tri (3) godine nakon implementacije projekta, kao i da sarađuju sa službenicima MPŠRR-a da pruže sve informacije koje zahtevaju ARP ili MPŠRR kao i službenici obe strane za kontrolu i reviziju sprovođenja projekata.</p>
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<p>zbatimin e projekteve. Kushtet e financimit do të përcaktohen më detajisht në kontratë në mes të përfituesit dhe AZHB-së.</p> <p style="text-align: center;">Neni 40 Kontrolla në terren Ex-posti dhe procedura pas zbatimit të projektit</p> <p>1. Përfituesi është i obliguar ta kthej mbështetjen financiare pjesërisht apo teresisht në rast së pas implemetimit kontratës deri në përfundim të periudhës monitoruese/ ex-post paraqiten parregullësi.</p> <p>2. Në rast të evidentimit të parregullësive si në paragrafin 1 të këtij neni AZHB nxjerrë vendim për kthim të mbështetjes financiare publike pjesërisht apo teresisht si dhe Vendim për përjasim deri në tri vite në rast se nuk e kthen shumën financiare të kërkuar nga AZHB.</p> <p>3. Përfituesi ka të drejtë ankesë ndaj Vendimit si në paragrafin 2 të këtij neni, në Komisionin për shqyrtimin e ankesave të cilinë e formon Kryeshefi Ekzekutiv i AZHB-së në përberje prej 3/5/7, për vendosje në ankesë.</p> <p>4. Kundër vendimit përfundimtar në procedurë të rregullt administrative nuk lejohet ankesë por me padi mund të iniciohet konflikt administrativ në Gjykatën kompetente.</p>	<p>audit the implementation of projects. The financing terms will be defined in more detail in the contract between the beneficiary and ADA.</p> <p style="text-align: center;">Article 40 Field control Ex-post and post-project procedures</p> <p>1. The beneficiary is obliged to return the financial support in part or in full in case after the implementation of the contract until the end of the monitoring / ex-post period irregularities appear.</p> <p>2. In case of identification of irregularities as in paragraph 1 of this article ADA issues a decision for return of public financial support in part or in full and a decision for exclusion for up to three years in case it does not return the financial amount requested by ADA.</p> <p>3. The Beneficiary has the right to appeal against the Decision as in paragraph 2 of this Article, to the Complaints Review Commission formed by the Chief Executive Officer of ADA in the composition of 3/5/7, to decide on the appeal.</p> <p>4. No appeal is allowed against the final decision in the regular administrative procedure, but with a lawsuit an administrative dispute can be initiated in the competent Court.</p>	<p>Uslovi finansiranja biće detaljnije definisani ugovorom između korisnika i ARP-a.</p> <p style="text-align: center;">Član 40 Kontrola na terenu Ek-post i post-projektne procedure sprovođenja</p> <p>1. Korisnik je dužan da vrati finansijsku podršku delimično ili u potpunosti u slučaju da se nakon sprovođenja ugovora do kraja perioda praćenja/ek-post perioda pojave nepravilnosti.</p> <p>2. U slučaju utvrđivanja nepravilnosti iz stava 1. ovog člana ARP donosi rešenje o vraćanju javne finansijske podrške delimično ili u potpunosti i rešenje o isključenju na period do tri godine u slučaju da ne vrati novčani iznos traženo od ARP.</p> <p>3. Protiv Rešenja iz stava 2. ovog člana korisnik ima pravo žalbe Komisiji za razmatranje žalbi koju formira Izvršni direktor ARP-a u sastavu 3/5/7, za stavljanje u žalbu.</p> <p>4. Protiv pravnosnažnog rešenja u redovnom upravnom postupku se ne dozvoljava žalba, ali se tužbom može pokrenuti upravni spor kod nadležnog suda.</p>
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<p>5. Pas përfundimit të procedurës së ankesës AZHB është e obliguar që të vazhdojë procedimin e kthimit të përkrahjes publike përmes organeve kompetente</p>	<p>5. After the completion of the complaint procedure ADA is obliged to continue the procedure of returning public support through the competent bodies</p>	<p>5. Po okonçanju žalbenog postupka ARP je dužna da nastavi postupak vraćanja javne podrške preko nadležnih organa.</p>
<p style="text-align: center;">Neni 41 Zbatimi</p>	<p style="text-align: center;">Article 41 Implementation</p>	<p style="text-align: center;">Član 41 Sprovođenje</p>
<p>Obligohet Ministria e Bujqësisë, Pylltarisë dhe Zhvillimit Rural, Agjencia për Zhvillimin e Bujqësisë aplikuesit dhe përfituesit nga Masat e Zhvillimit Rural për zbatimin e këtij Udhëzimi Administrativ.</p>	<p>The Ministry of Agriculture, Forestry and Rural Development, the Agriculture Development Agency, Applicants and Beneficiaries from Rural Development's Measures are obliged to implement this Administrative Instruction.</p>	<p>Obavezuje Ministarstvo poljoprivrede, šumarstva i ruralnog razvoja, Agenciju za razvoj poljoprivrede, podnosiocce zahteva i korisnike mera ruralnog razvoja za sprovođenje ovog administrativnog uputstva.</p>
<p style="text-align: center;">Neni 42 Dispozitat ndëshkimore</p>	<p style="text-align: center;">Article 42 Punitive provisions</p>	<p style="text-align: center;">Član 42 Kaznene odredbe</p>
<p>1. Moszbatimi i këtij Udhëzimi Administrativ, sanksionohet me ndëshkimet e përcaktuara në Nenin 38 të Ligjit Nr.03/L-098 për Bujqësi dhe Zhvillim Rural, (Gazeta Zyrtare e Republikës së Kosovës Nr.56/27.07.2009), Nenin 38.A të Ligjit Nr. 04/L-090 Për ndryshimin dhe plotësimin e Ligjit Nr. 03/L-098 për Bujqësinë dhe Zhvillimit Rural (Gazeta Zyrtare e Republikës së Kosovës Nr.28, datë 16 Tetor 2012) dhe legjislacionin në fuqi.</p>	<p>1. Non implementation of this Administrative Instruction shall be sanctioned with the punitives as specified in Article 38 of the Law No. 03/L-098 on Agriculture and Rural Development, (Official Gazette of the Republic of Kosovo No. 56/27.07.2009), Article 38 A of the Law No.04/L-090 on amending and supplementing of the Law No. 03/L-098 on Agriculture and Rural Development (Official Gazette of the Republic of Kosovo No. 28, date 16 October 2012) and the legislation into force.</p>	<p>1. Nesprovođenje ovog Administrativnog uputstva sankcioniše se kaznama definisanim u članu 38 Zakona br.03/L-098 o poljoprivredi i ruralnom razvoju (Službeni list Republike Kosovo br.56/27.07.2009.) , član 38. A Zakona br.04/L-090 O izmenama i dopunama Zakona br.03/L-098 o poljoprivredi i ruralnom razvoju (Službeni list Republike Kosovo br.28, od 16. oktobra 2012. godine) i zakonodavstva na snazi.</p>
<p>2. Në rast të shkeljes së dispozitave të lartpërmendura, AZHB duhet menjëherë të</p>	<p>2. In case of violation of the above provisions, ADA should immediately</p>	<p>2. U slučaju kršenja gore navedenih odredbi, ARP mora odmah obavestiti stranu o kršenju</p>

<p>informoj palën për shkelje të kontratës, ndërsa AZHB-së duhet të filloj procedurat ligjore sipas Kodit Nr.04/L-123 i Procedurës Penale (Gazeta Zyrtare Nr.37/28 Dhjetor 2012).</p>	<p>inform the party of the breach of contract, while ADA should initiate legal proceedings under the Code No. 04 / L-123 of Criminal Procedure (Official Gazette No. 37/28 December 2012).</p>	<p>ugovora, dok ARP mora pokrenuti sudski postupak po Zakoniku br.04/L-123 o krivičnom postupku (Službeni list br.37/28 Decembar 2012).</p>
<p style="text-align: center;">KAPITULLI X DISPOZITAT PËRFUNDIMTARE</p> <p style="text-align: center;">Neni 43 Toka nën komasacion</p>	<p style="text-align: center;">CHAPTER X FINAL PROVISIONS</p> <p style="text-align: center;">Article 43 Land under consolidation</p>	<p style="text-align: center;">POGLAVLJE X ZAVRŠNE ODREDBE</p> <p style="text-align: center;">Član 43 Zemljište u komasaciji</p>
<p>Përjashtimisht dispozitave të përcaktuara në këtë Udhëzim Administrativ, aplikuesit të cilët e kanë sipërfaqen e tokës bujqësore nën komasacion por nuk e posedojnë kopjen e planit dhe fletën poseduese, por kanë aktvendime të ligjshme të komasacionit nga kadastri, ju lejohet aplikimi për përkrahje në kuadër të PZHR 2022.</p>	<p>Except for the provisions set out in this Administrative Instruction, applicants who have agricultural land under land consolidation but do not have a copy of the plan and possession list, but have legal land consolidation rulings from the cadaster, are allowed to apply for support under the RDP 2022.</p>	<p>Izuzev odredbi navedenih u ovom Administrativnom uputstvu, podnosiocima zahteva koji imaju poljoprivredno zemljište pod komasacijom, ali nemaju kopiju plana i posedovnog lista, ali imaju zakonska rešenja o komasaciji zemljišta iz katastra, dozvoljeno je da se prijave za podršku prema PRR 2022.</p>
<p style="text-align: center;">Neni 44 Dokumentacioni per komunat: Mitrovicë e Veriut, Zveçan, Leposaviç dhe Zubin Potok</p>	<p style="text-align: center;">Article 44 Documentation for municipalities: North Mitrovica, Zvecan, Leposavic and Zubin Potok</p>	<p style="text-align: center;">Član 44 Dokumentacija za opštine: Severna Mitrovica, Zvečan, Leposavić i Zubin Potok</p>
<p>1. Aplikuesit e komunave: Mitrovicë e Veriut, Zveçan, Leposaviç dhe Zubin Potok, të cilët nuk mund të sigurojnë fletat poseduese dhe kopjen e planit nga komuna e tyre perkatëse, këto dokumente duhet t'i marrin nga Agjencioni Kadastral i Kosovës.</p>	<p>1. Applicants of municipalities: North Mitrovica, Zvecan, Leposavic and Zubin Potok, who may not obtain possession sheets and a copy of the plan from their respective municipality, must obtain these documents from the Kosovo Cadastral Agency.</p>	<p>1. Podnosioci zahteva iz opština: Severna Mitrovica, Zvečan, Leposavić i Zubin Potok, koji ne mogu da dobiju posedovne listove i kopiju plana od svojih opština, ova dokumenta moraju da pribave od Kosovske katastarske agencije.</p>

<p>2. Aplikuesit e komunave: Mitrovicë e Veriut, Zveçan, Leposaviç dhe Zubin Potok, ju lejohet të aplikojne për përkrahje në kuadër të PZHR 2022 pa vërtetim për tatimin në pronë.</p>	<p>2. Municipal applicants: North Mitrovica, Zvecan, Leposavic and Zubin Potok, are allowed to apply for support under RDP 2022 without a property tax certificate.</p>	<p>2. Podnosioci zahteva opština: Severna Mitrovica, Zvečan, Leposavić i Zubin Potok, dozvoljava im da se prijave za podršku u okviru PRR 2022 bez potvrde o porezu na imovinu.</p>
<p style="text-align: center;">Neni 45</p>	<p style="text-align: center;">Article 45</p>	<p style="text-align: center;">Član 45</p>
<p>1. Agjencia për Zhvillimin e Bujqësisë përgatit udhëzuesit për aplikant të cilët janë pjesë përbërëse të këtij Udhëzimi Administrativ</p>	<p>1. The Agriculture Development Agency is obliged to prepare guidelines for application which are the constituting part of Administrativ Instruction :</p>	<p>1. Agencija za razvoj poljoprivrede je dužna da pripremi uputstva za apliciranje koji su satavni deo ovog Administrativnog Uputstva:</p>
<p>1.1. Udhëzues për aplikues për Masën 1, Investimet në Asetet Fizike në Ekonomitë Bujqësore;</p>	<p>1.1. Guidlens for Applicants for Measure 1 Investments in Physical Assets in Agricultural Holdings;</p>	<p>1.1. Uputstvo za apikante za Mera 1 Ulaganja u fizička sredstva u poljoprivrednim gazdinstvima;</p>
<p>1.2. Udhëzues për aplikues për Masën 3, Investimet në Asetet Fizike në Përpunimin dhe Tregtimin e Produkteve Bujqësore;</p>	<p>1.2. Guidlens for Applicants for Measure 3, Investments in Physical Assets in the Processing and Trading of Agricultural Products;</p>	<p>1.2. Uputstvo za apikante za Mera 3, Ulaganja u fizička sredstva u preradi i prometu poljoprivrednih proizvoda;</p>
<p>1.3. Udhëzues për aplikues për Masën 7, Diversifikimi i Fermave dhe Zhvillimi i Bizneseve;</p>	<p>1.3. Guidlens for Applicants for Measure 7, Farm Diversification and Business Development;</p>	<p>1.3. Uputstvo za apikante za Mera 7, Diverzifikacija farmi i razvoj poslovanja;</p>
<p>1.4. Udhëzues për aplikues për Masën 5, Përgatitja dhe Zbatimi i Strategjive të Zhvillimit Lokal – Qasja Leader.</p>	<p>1.4. Guidlens for Applicants for Measure 5, Preparation and Implementation of Local Development Strategies - Leader Approach.</p>	<p>1.4. Uputstvo za apikante za Mera 5, Priprema i implementacija lokalnih razvojnih strategija – pristup Leader.</p>
<p>2. Aplikuesit janë të obliguar të ju përmbahen udhëzuesve për aplikant të cilët janë të publikuar në ueb faqen e AZHB/MBPZHR.</p>	<p>2. Applicants are required to adhere to the guidelines for applicants which are published on the ADA / MAFRD website.</p>	<p>2. Aplikanti su obavezni da se pridržavaju smernicama za podnosiocce prijava koje su objavljene na veb stranici ARP/MPŠRR.</p>

<p style="text-align: center;">Neni 46 Shtojcat</p>	<p style="text-align: center;">Article 46 Annexes</p>	<p style="text-align: center;">Član 46 Aneksi-dodaci</p>
<p>1. Pjesë përbërëse e këtij Udhëzimi Administrativ janë:</p> <p>1.1. Shtojca Nr. I Masën 1 - Investimet në Asetet Fizike në Ekonomitë Bujqësore;</p> <p> 1.1.1. Tabela 1: Kriteret e përzgjedhjes për prodhimin bimor;</p> <p> 1.1.2. Tabela 2: Kriteret e përzgjedhjes për prodhimtarin blegtorale.</p> <p>1.2. Shtojca Nr.II. Masa 3 - Investimet në asetet fizike në përpunimin dhe tregtimin e produkteve bujqësore:</p> <p> 1.2.1. Tabela 3: Kriteret e përzgjedhjes për të gjitha nën masat e kësaj mase.</p> <p>1.3. Shtojca Nr. III Masa 7 – Divesifikimi i Fermave dhe Zhvillimi i Bizneseve:</p>	<p>1. Component part of this administrative Instruction is as follow:</p> <p>1.1. Annex No. I Measure 1 – Investments in Physical Assets in Agricultural Holdings:</p> <p> 1.1.1. Table 1: Selection criteria for plant production;</p> <p> 1.1.2. Table 2: Selection criteria for livestock production.</p> <p>1.2. Annex No. II. Measure 3– Investments in physical assets in processing and trading of agricultural products:</p> <p> 1.2.1. Table 3: Selection criteria for all sub measures of this measure .</p> <p>1.3. Annex No. III Measure 7 – Farm Diversification and Business Development:</p>	<p>1. Sastavni deo ovog Administrativnog uputstva su:</p> <p>1.1. Aneks br. I Mera 1 - Ulaganja u fizička sredstva u poljoprivrednim gazdinstvima:</p> <p> 1.1.1. Tabela 1: Kriterijumi odabira za biljnu proizvodnju;</p> <p> 1.1.2. Tabela 2: Kriterijumi odabira za stočnu proizvodnju.</p> <p>1.2. Aneks br.II. Mera 3 - Ulaganja u fizičku imovinu u preradi i plasmanu poljoprivrednih proizvoda:</p> <p> 1.2.1. Tabela 3: Kriterijumi izbora za sve podmere ove mere.</p> <p>1.3. Aneks br. III Mera 7 – Diverzifikacija farmi i razvoj poslovanja:</p>
<p>1.3.1. Tabela 4. Nën Masën Prodhimi i mjaltit;</p> <p>1.3.2. Tabela 5: Grumbullimi, përpunimi dhe promovimi i produkteve jo drusore të malit;</p> <p>1.3.3. Tabela 6: Përpunimi i prodhimeve bujqësore në ekonomi familjare;</p>	<p>1.3.1. Table 4. Sub measure of honey production;</p> <p>1.3.2. Table 5: Collection, processing and promotion of non-wood forests products;</p> <p>1.3.3. Table 6: Processing of agricultural products in house holding;</p>	<p>1.3.1. Tabela 4. U okviru mere Proizvodnja meda;</p> <p>1.3.2. Tabela 5: Sakupljanje, prerada i promocija nedrvnih planinskih proizvoda;</p> <p>1.3.3. Tabela 6: Prerada poljoprivrednih proizvoda u domaćinstvima;</p>

<p>1.3.4. Tabela 7: Aktivitete jo-bujqësore në zona rurale;</p> <p>1.3.5. Tabela 8: Zhvillimi dhe promovimi i turizmit rural;</p> <p>1.3.6. Tabela 9. Akuakultura /Kultivimi i peshkut;</p> <p>1.3.7. Tabela 10. Rritja e shpezëve te fshatit</p> <p style="text-align: center;">Neni 47 Hyrja në fuqi</p> <p>Ky Udhëzim Administrativ hyn në fuqi shtatë (7) ditë pas publikimit në Gazetën Zyrtare të Republikës së Kosovës.</p> <div style="text-align: center;">  <p>Faton Peci</p> <p>Ministër i Ministrisë së Bujqësisë, Pylltarisë, dhe Zhvillimit Rural</p> </div> <p style="text-align: right;">Datë: <u>22 / 06</u> 2022</p>	<p>1.3.4. Table 7: Non – agricultural activities in rural areas;</p> <p>1.3.5. Table 8: Development and promotion of rural tourism;</p> <p>1.3.6. Table 9. Aquaculture/fish farming;</p> <p>1.3.7. Table 10. Growing the village poultry</p> <p style="text-align: center;">Article 47 Entry into force</p> <p>This Administrative Instruction shall enter into force seven (7) days after publication in the Official Gazette of the Republic of Kosovo.</p> <div style="text-align: center;">  <p>Faton Peci</p> <p>Minister of the Ministry of Agriculture, Forestry and Rural Development</p> </div> <p style="text-align: right;">Date: <u>22 / 06</u> 2022</p>	<p>1.3.4. Tabela 7: Nepochjoprivredne aktivnosti u ruralnim područjima;</p> <p>1.3.5. Tabela 8: Razvoj i promocija seoskog turizma;</p> <p>1.3.6. Tabela 9. Akvakultura / Uzgoj ribe;</p> <p>1.3.7. Tabela 10. Uzgoj seoske živine</p> <p style="text-align: center;">Član 47 Stupanje na snagu</p> <p>Ovo Administrativno uputstvo stupa na snagu sedam (7) dana od dana objavljivanja u Službenom listu Republike Kosovo.</p> <div style="text-align: center;">  <p>Faton Peci</p> <p>Ministar Ministarstva poljoprivrede, šumarstva i ruralnog razvoja</p> </div> <p style="text-align: right;">Datum: <u>22 / 06</u> 2022</p>
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ANNEX I

MEASURE 1 INVESTMENT IN PHYSICAL ASSETS IN AGRICULTURAL HOUSEHOLDS

Table 1. Selection criteria for plant production

No.	Type of criteria	Category	Point		
1.	Investments in increasing production, improving the efficiency and sustainability of farm production. Production capacity: the area to be raised. In case of investment in orchard infrastructure, storage, irrigation, hail protection and / or machinery, the points are calculated depending on the existing area or what will be erected, whichever is greater. ²⁶	Tree fruits			
		Soft fruits/grape			
		Green houses /green houses for seed			
		≥ 3 ha	≥ 0.5 - 1 ha	> 0,20 ha	55
		≥ 1 ha - < 3 ha	≥ 0.25 ha - < 0.5 ha	0,10 - 0, 20 ha	50
2.	Investments in mountainous areas - this criterion does not apply to greenhouse applicants.	The investment in the mountainous area	5		
3.	Investments in production for renewal energy ²⁷	Investment in on-farm energy production from renewable sources (min. 5% of eligible investment). (points from this criterion will be obtained according to evaluating the business plan)	10		
4.	Investments that include job creation based on a business plan.	Jobs will be evaluated according to the business plan, if they do not comply with the requirements will be sanctioned with a return on investment "every job created must be registered with TAK and all contributions paid for the monitoring period".	5		
5.	The applicant or household has not received a grant from MAFRD in the last three years		10		
6.	Owner on the land ²⁸	Land on behalf of the applicant	10		
7.	New applicant ²⁹	The applicant is 40 years old or younger	3		
8.	Farmer's gender ³⁰	Female applicant	2		
TOTAL			100		

¹ Existing areas to be evidenced by receiving direct payment for these areas in the previous year or if not received direct payment is evidenced by the property certificate and NIF

²⁷ Investments in renewable energy production / environmental protection and climate change, if the beneficiary has foreseen investments in the use of renewable energy and earns points for this purpose, is obliged to use this investment and keep it active for the purposes that has provided in the business plan. If during each audit, by ADA officials (before signing the contract, ad-hoc or ex-post), it is found that investments in renewable energy are not being used as provided in the business plan then Article 38A will be applied. Law No.04 / L-090 on amending and supplementing Law No.03 / L098 on Agriculture and Rural Development.

²⁸ All land including the land where the investment is made must be in the name of the applicants in the last 3 years. Creating artificial conditions to get points is fraud and shall be punished according to article 38A, sub – article – paragraph, 1.2.3 of the Law No. 04/L-090 on amending and supplementing of the law No. 03/L098 on Agriculture and Rural Development.

²⁹ Eligible is the applicant who has not reached 40 years of age until the day of application.

³⁰ Gender of farmer, the applicant shall receive the points of this criterion, if all land including the land where the investment is made must be in the name of the applicants in the last 3 years. Creating artificial conditions to get points is fraud and shall be punished according to article 38A, sub - paragraph, 1.2.3 of Law No. 04 /L - 090 on amending and supplementing Law No. 04/L-090 on amending and supplementing of the Law No.03/L098 on Agriculture and Rural Development.

Table 2. Selection criteria for animal production

No.	Type of criteria	Category				Point
10.	Investments in increased production in improving efficiency. Type of investment: In case of investment from both point a) and point b), the points are calculated from the investment with the largest part of the budget planned in the business plan.	a) Stall construction / renovation / expansion				40
		b) Machinery and / or improvement of external infrastructure (manure depot, silage depot, hay depot)				35
11.	Production capacity (number of animals) after the implementation of project.	Cows or calf	Pigs	Sheep /goats	Chickens	10
		≥ 20 < 70 heads	≥ 40 < 100	≥ 150 < 300	≥ 5000 < 50.000	
		≥ 70 heads	≥ 100 heads	≥ 300 heads	≥ 50.000 heads	15
12.	Investments in production of renewable energy ³¹	Investment in on-farm energy production from renewable sources (min. 5% of eligible investment). (points from this criterion will be obtained according of evaluating the business plan)				10
13.	Investments in forests areas	The investment in the mountainous area				5
14.	Investments that include the creation of jobs based on the business plan	Jobs will be evaluated according to the business plan, if they do not comply with the requirements will be sanctioned with a return on investment "every job created must be registered with TAK and all contributions paid for the monitoring period".				5
15.	The applicant or household has not received a grant from MAFRD in the last three years					10
16.	Owener of the Land ³²	Land on behalf of the applicant				10
17.	New applicant ³³	The applicant is 40 years old or younger				3
18.	Farmer's gender ³⁴	Female applicant				2
TOTAL					100	

³¹Investments in renewable energy production/ environmental protection and climate change, if the beneficiary has foreseen investments in the use of renewable energy and earns points for this purpose, is obliged to use this investment and keep it active for the purpose that has provided in the business plan. If during each control, by ADA officials (before signing the contract, ad -hoc or ex-post), it is found that investments in renewable energy are not being used as provided in the business plan then Article 38A of the Law No.04/L-090 on amending and supplementing of the Law No.03/L098 on Agriculture and Rural Development

³²All land including the land where the investment is made must be in the name of the applicants in the last 3 years. Creating artificial conditions to get points is fraud and shall be punished according to article 38A, sub – article – paragraph, 1.2.3 of the Law No. 04/L-090 on amending and supplementing of the law No. 03/L098 on Agriculture and Rural Development.

³³ Eligible is the applicant who has not reached 40 years of age until the day of application.

³⁴ Gender of farmer, the applicant shall receive the points of this criterion, if all land including the land where the investment is made must be in the name of the applicants in the last 3 years. Creating artificial conditions to get points is fraud and shall be punished according to article 38A, sub - paragraph, 1.2.3 of Law No. 04 /L – 090 on amending and supplementing Law No. 04/L-090 on amending and supplementing of the Law No.03/L098 on Agriculture and Rural Development.

ANNEX II
MEASURE 3 INVESTMENTS IN PHYSICAL ASSETS IN PROCESSING AND TRADING
OF AGRICULTURAL PRODUCTS

Table 3 : Selection criteria for all sub measures

No	Selection criteria	Points
1.	Investments in achieving national food safety standards	25
2.	Investments in projects to improve the position of farmers in the value chain (concluding contracts / notarized) ³⁵	20
3.	Investment in energy production in the enterprise from renewable sources (min. 10% eligible investment) ³⁶	20
4.	Investments related to waste treatment, water purification and / or utilization of waste products - circular economy	15
5.	Investments leading to innovation and product diversification Introducing at least two new products	10
6.	Applicants have had positive business over the last 2 years (see document: General status of declarations and other transactions by TAK)	5
7.	Job creation (for each new employee employed by one point but not more than 5 points in total)	5
TOTAL		100

³⁵ Investments in projects to improve the position of farmers in the value chain (conclusion of contracts/notarized)

a) at least 80% of the contracted raw material of milk is from local production;

b) at least 30% of the contracted raw material of meat is from local production;

c) at least 80% of the raw material of fruits, vegetables and grape contracted to be from local production;

(these must be evidenced through notarized contracts while the own production of the enterprise is evidenced by a business plan)

(these must be evidenced through notarized contracts while the own production of the enterprise is evidenced by a business plan).

³⁶ The beneficiary who has foreseen investments in the production of renewable energy and earns points for this purpose, is obliged to use this investment and keep it active for the purposes that he has foreseen in the business plan. If during each audit by ADA officials (ad-hoc or ex-post) it is found that investments in renewable energy are not being used as provided in the business plan then Article 38A of Law No. 04 / L will apply. -090 on amending and supplementing the Law No.03 / L 098 on Agriculture and Rural Development

ANNEX III

MEASURE 7 FARM DIVERSIFICATION AND BUSINESS DEVELOPMENT

Table 4: Selection criteria for sub – measure “Production of honey”

		Categories		Points
1.	Farm size at the time of application	Number of hives	30 - 60	55
			61 - 150	50
			>150	45
2.	The applicant is registered as a business with (beekeeping code)			5
3.	Address / residence of the applicant	Investing in mountainous areas;		5
4.	Protection of environment ³⁷	Investments in renewable energy;		10
5.	Food safety	Investments in achieving national food safety standards;		10
6.	Jobs	The investment includes the creation of new jobs based on the project proposal / business plan;		5
7.	Farmer's gender ³⁸	a) Female / natural person at least 2 years owner of the farm where the activity of "Honey production" takes place) to be certified with NIF; b) Female / legal entity for at least 2 years owner of the business "Honey production";		5
8.	Young applicant ³⁹	The applicant is 40 years old or younger		5
TOTAL				100

³⁷ Investments in renewable energy production/environmental protection and climate change, if the beneficiary has foreseen investments in the use of renewable energy and earns points for this purpose, is obliged to use this investment and keep it active for the purpose that has provided in the business plan. If during each control, by ADA officials (before signing the contract, ad - hoc or ex - post), it is found that investments in renewable energy are not being used as provided in the business plan then Article 38A shall be applied under the Law No. 04/L - 090 on amending and supplementing law No. 03 /L - 098 on Agriculture and Rural Development

³⁸ Gender of farmer, the applicant shall receive the points of this criterion if the farm beekeeping or business (with the activity : honet production) is owned by her in the last two years. Creating artificial conditions to get points is fraud and shall be punished according to article 38A, sub - paragraph, 1.2.3 of Law No. 04 /L-090 on amending and supplementing of the Law No.03/L098 on Agriculture and Rural Development.

³⁹ Eligible is the applicant who has not reached 40 years of age until the day of application.

Table 5: Selection criteria “Collection and processing of non-timber forest products including medicinal and aromatic plants

		Categories	Points
1.	Applicant experience	The applicant (enterprise) has experience of 2 years or more (in the collection, processing of PJDP and BMA);	45
		The applicant (enterprise) has less than 2 years of experience (in collection, processing of PJDP and BMA)	40
2.	Place of investment	Investing in mountainous areas	10
3.	Food safety	Investments in achieving national food safety standards	15
4.	Employment	The investment includes the creation of new jobs based on the project proposal / business plan	10
5.	Protection environment ⁴⁰	Investments in renewable energy	10
6.	Young applicant ⁴¹	The applicant is 40 years old or younger	5
7.	Organic production	Certified for organic production	5
TOTAL			100

⁴⁰ Investments in renewable energy production/environmental protection and climate change, if the beneficiary has foreseen investments in the use of renewable energy and earns points for this purpose, is obliged to use this investment and keep it active for the purpose that has provided in the business plan. If during each control, by ADA officials (before signing the contract, ad – hoc or ex – post), it is found that investments in renewable energy are not being used as provided in the business plan then Article 38A shall be applied under the Law No. 04/L – 090 on amending and supplementing law No. 03 /L – 098 on Agriculture and Rural Development

⁴¹ Eligible is the applicant who has not reached 40 years of age until the day of application.

Table 6: Selection criteria for the sub-measure "Processing of agricultural products in the household"

		Categories	Points
8.	Farm size	> 1ha agricultural land (land on behalf of the applicant);	50
		≤ 1ha agricultural land (land on behalf of the applicant);	45
		3 or more dairy cows or 15 sheep or 15 goats (in the household on behalf of the applicant);	50
		Less than 3 dairy cows or 15 sheep or 15 goats (in the household on behalf of the applicant);	45
9.	Food safety	Investments in achieving national food safety standards;	15
10.	Protection environment ⁴²	Investments in renewable energy;	15
11.	Employment	The investment includes the creation of new jobs based on the business plan / project proposal;	5
12.	Place of investment	Investing in mountainous areas;	5
13.	Farmer's gender	Female applicant	5
14.	Young applicant ⁴³	The applicant is 40 years old or younger	5
TOTAL			100

⁴² Investments in renewable energy production/environmental protection and climate change, if the beneficiary has foreseen investments in the use of renewable energy and earns points for this purpose, is obliged to use this investment and keep it active for the purpose that has provided in the business plan. If during each control, by ADA officials (before signing the contract, ad – hoc or ex – post), it is found that investments in renewable energy are not being used as provided in the business plan then Article 38A shall be applied under the Law No. 04/L – 090 on amending and supplementing law No. 03 /L – 098 on Agriculture and Rural Development

⁴³ Eligible is the applicant who has not reached 40 years of age until the day of application.

Table 7: Selection criteria for the sub-measure “Non-agricultural activities in rural areas”

		Categories	Points
7.	Young applicant ⁴⁴	The applicant is 40 years of age or younger	45
		The applicant is over 40 years	35
8.	Applicant's experience / education	Applicant (has at least 2 years of experience in the activity for which he / she is applying), (be registered as a business for the specific activity);	15
9.	Place of investment	The investment is in the mountainous area;	15
10	Employment	The investment includes the creation of new jobs based on the project proposal / business plan;	10
11	Protection environment ⁴⁵	Investments in renewable energy;	10
12	Farmer's gender	Female applicant	5
TOTAL			100

⁴⁴ Eligible is the applicant who has not reached 40 years of age until the day of application.

⁴⁵ Investments in renewable energy production/environmental protection and climate change, if the beneficiary has foreseen investments in the use of renewable energy and earns points for this purpose, is obliged to use this investment and keep it active for the purpose that has provided in the business plan. If during each control, by ADA officials (before signing the contract, ad – hoc or ex – post), it is found that investments in renewable energy are not being used as provided in the business plan then Article 38A shall be applied under the Law No. 04/L – 090 on amending and supplementing law No. 03 /L – 098 on Agriculture and Rural Development.

Table 8: Selection criteria for the sub-measure “Rural tourism development / agro-tourism”

Categories		Points	
2.	Applicant experience		
	a) Experience of the applicant in rural tourism (for natural persons, to be proved with NIF) b) For businesses to prove with the relevant business activity	Applicant (has 2 years or more experience in providing tourism services); Applicant (has less than 2 years of experience in providing tourism services);	55 50
2.	Place of investment	Investing in mountainous areas;	10
3.	Young applicant ⁴⁶	The applicant is 40 years of age or younger	5
4.	Farmer’s gender	a) Female / natural person at least 2 years owner of the farm where the rural tourism activity takes place) to prove with NIF; b) Female / legal entity for at least 2 years business owner for rural tourism	5
5.	Environment protection ⁴⁷	Investments in renewable energy	10
6.	Employment	The investment includes the creation of new jobs based on project proposals / business plan;	5
7.	Cultural heritage	Investments in cultural heritage sites;	5
8.	Support from LAGs	Investments that are in line with the LDS of the respective LAG;	5
TOTAL			100

⁴⁶ Eligible is the applicant who has not reached 40 years of age until the day of application

⁴⁷ Investments in renewable energy production/environmental protection and climate change, if the beneficiary has foreseen investments in the use of renewable energy and earns points for this purpose is obliged to use this investment and keep it active for the purpose that has provided in the business plan. If during each control, by ADA officials (before signing the contract, ad – hod or ex – post), it is found that investments in renewable energy are not being used as provided in the business plan then Article 38 A will be applied under the Law No. 04/L – 090 on amending and supplementing Law No. 03/L 098 on Agriculture and Rural Development.

Table 9: Selection criteria for the sub-measure "Fish farming"

		Categories	Points
7.	Production capacity For starters capacity after investment. (in business plan)	≥ 3 t/year - < 10 t/year	45
		≥ 10 t/year - < 30 t/year	40
		≥ 30 t/year	35
8.	Applicant's experience in aquaculture	The applicant is licensed by MAFRD;	20
		The applicant has received direct payments for aquaculture in the previous year, but is not licensed;	15
		The applicant is a beginner;	10
9.	Young applicant ⁴⁸	The applicant is 40 years of age or younger	5
10.	Place of investment	The investment is in the mountainous area;	10
11.	Employment	The investment includes the creation of new jobs based on the project proposal / business plan;	10
12.	Protection environment ⁴⁹	Investments in renewable energy.	10
TOTAL			100

Table 10: Selection criteria for the sub-measure "Growing of village poultry"

		Categories	Points
5.	Applicant experience prior to application	≥ 500 chickens or ducks (total or more than 500 heads)	55
		≥ 200 goose or turkey (total or more than 200 heads)	
		< 500 chickens or ducks (total or less than 500 heads)	50
		< 200 goose or turkey (total or less than 200 heads)	
6.	Farmer's gender	Femal applicant	10
7.	Young applicant ⁵⁰	The applicant is 40 years of age or younger	15
8.	Place of investment	Investment is in the mountainous area	20
TOTAL			100

⁴⁸ Eligible is the applicant who has not reached 40 years of age until the day of application

⁴⁹ Investments in renewable energy production/environmental protection and climate change, if the beneficiary has foreseen investments in the use of renewable energy and earns points for this purpose is obliged to use this investment and keep it active for the purpose that has provided in the business plan. If during each control, by ADA officials (before signing the contract, ad – hod or ex – post), it is found that investments in renewable energy are not being used as provided in the business plan then Article 38 A will be applied under the Law No. 04/L – 090 on amending and supplementing Law No. 03/L 098 on Agriculture and Rural Development.

⁵⁰ Eligible is the applicant who has not reached 40 years of age until the day of application

**Measure 1: Investments in physical assets in
agricultural holdings**

Instruction to Applicants

2022

1. Introduction

This Instruction shall aim to assist applicants in preparing their applications, clarifying the eligibility conditions to be met, the scoring system, what are the eligible investments, what are the necessary documents for the application, how will the evaluation of projects be performed, how the applicants will be notified of the evaluation results, how to prepare a payment request, what are the procurement procedures, what are the penalties in case of irregularities or attempted fraud, etc.

The role of this Instruction shall be to clarify in detail the provisions set out in Measure 1 and not to repeat it, this therefore does not replace the Measure but should be read (along with the annexes), in order to avoid mistakes when applying or preparing a payment request.

This Measure shall include 6 sectors: fruits, vegetables, meat, milk, grapes and eggs. The Measure has been prepared by the Managing Authority based on the sector analysis, consultations with stakeholders, etc.

2. Definitions

Terms used in this Administrative Instruction shall have the following meaning:

“MAFRD” - shall mean the Ministry of Agriculture, Forestry and Rural Development;

“Managing Authority” - shall mean the public entity within the MAFRD, responsible for drafting and monitoring the RDP;

“KBRA” - shall mean the Kosovo Business Registration Agency

“ADA” - shall mean the Agricultural Development Agency, within the MAFRD, responsible for the implementation of RDP;

“RDP 2022” - shall mean the Rural Development Program for 2022;

“Measure 1” - shall mean investments in physical assets in agricultural households;

“Measure 3” - shall mean investments in physical assets in the processing and marketing of agricultural products;

“Measure 7” - shall mean the farms diversification and business development;

“Measure 5” - shall mean the preparation and implementation of local development strategies - LEADER approach;

“Call for application” - shall mean a public notice for receiving the applications;

“Applicant” - shall mean a natural or legal person who applies to benefit from a project in RDP 2022;

“Application” - shall mean a completed application form with all the documents required by ADA;

“Project” - shall mean a document that intends a planned investment for support by RDP 2022, submitted by the applicant;

“Selection” - shall mean a selection of projects, according to the scored points;

“Selection criteria” - shall mean the criteria that the Managing Authority should set out to ensure the funding priorities of the best projects addressing the needs identified in the SWOT analysis and the objectives set out in RDP 2022;

- “Beneficiaries”** - shall mean a natural or legal person, who is selected as a beneficiary after evaluating the application, signing the contract and financing the project by MAFRD;
- “Level of public support”** - shall mean a contribution from the public budget for the implementation of the project;
- “Contract”** - shall mean a contract signed between the beneficiary and ADA for the implementation of the benefited project;
- “Fraud”** - shall mean any intentional act or omission according to the definition of Law No. 04/L-090 Amending and Supplementing Law No. 03/L-098 on Agriculture and Rural Development (Official Gazette of the Republic of Kosovo, No. 28, 16 October 2012);
- “Eligible expenditures”** - shall mean expenditures supported by financial means;
- “Fruit trees and mulberries”** - shall mean apples, pears, plums, sour cherries, nuts, hazelnuts, cherries, apricots, peaches, quinces, strawberries, raspberries, blackberries and blueberries;
- “Project implementation period”** - shall mean the period for the implementation of the project deadline defined in the Administrative Instruction and the contract signed between the beneficiary and ADA.
- “Payment request”** - shall mean the submission of a payment request for eligible expenses, evidenced by a valid invoice for project implementation costs;
- “Ex-post control”** - shall mean a time period of three (3) years after the execution of the last payment, during which the beneficiary shall maintain the purpose of the investment and all the conditions under which he/she is selected as a beneficiary;
- “FIN”** - shall mean the Farm Identification Number;
- “NWFP”** - shall mean the non-wood forest products;
- “AMP”** - shall mean aromatic medicinal plants;
- “Farm”** - shall mean a production unit in the technical and economic aspect which is managed by a farmer in which agricultural activities and rural development activities take place;
- “Expansion”** - shall mean the expansion of the existing facility
- “Business natural person”** - shall mean a person who has registered a business based on the applicable legislation and conducts regular business activity.

3. Objectives and financial assets for this Measure

3.1 General objectives

- Increasing the efficiency, competitiveness and more resilient production of the agri-food sector, by implementing national standards aiming at the approximation of EU standards, strengthening the position of farmers in the agri-food supply chain and supporting young farmers.
- Ensuring the best response of the agri-food sector to the public demand for high-quality, safe, nutritious and sustainable food, as well as animal welfare.

- Contributing to climate change mitigation, sustainable/renewable energy generation and sustainable management of natural resources, such as water, land and air.

3.2 Specific objectives

Fruit and vegetable sector (including potatoes)

- Increasing the commercial production of fruits and vegetables (including potatoes);
- Improving quality and safety in order to meet relevant national and EU standards;
- Modernizing farms through the use of new equipment and modern mechanization and digitalization of the farm;
- Reducing post-harvest losses through investments in the farm, storage technology, infrastructure and equipment, including refrigeration, sorting and packaging capacities;
- Generating jobs;
- Environmental protection and addressing climate changes;
- Improving the value chain (integration of farmers with buyers of their products)

Dairy sector and meat sector

- Increasing production in specialized farms;
- Improving quality and safety in order to meet national and EU standards;
- Modernizing farms through the use of new equipment and modern mechanization and digitalization of the farm;
- Reducing the emission of nitrogen oxides and methane through proper treatment of manure and non-pollution of groundwater and underground water;
- Generating jobs;
- Environmental protection and addressing climate changes;
- Improving the value chain (integration of farmers with buyers of their products)

Grape sector

- Increasing production of table grapes and wine grapes;
- Improving quality and safety in order to meet national and EU standards;
- Modernizing farms through the use of quality seedlings and modern mechanization as well as digitalization of the sector;
- Generating jobs;
- Environmental protection and addressing climate changes;
- Improving the value chain (integration of farmers with buyers of their products)

Egg sector

- Improving and expanding existing production capacities;
- Improving quality and safety in order to meet national and EU standards;
- Modernizing farms through the use of new equipment and modern mechanization and digitalization of the sector;
- Reducing the emission of nitrous oxide and methane through proper fertilizer treatment;
- Generating jobs;
- Environmental protection and addressing climate changes;
- Improving the value chain (integration of farmers with buyers of their products)

3.3 Indicative budget

Budget allocation projected among the sectors for 2022

		Budget	%
1.1	Fruit tree	2,500,000.00	19.09
a)	Nuts and hazelnuts	500,000.00	3.82
1.2	Mulberries	1,000,000.00	7.64
1.3	Vegetable and greenhouse sector	1,700,000.00	12.98
a)	Greenhouse sector for seedlings	1,500,000.00	11.45
1.4	Warehouse for storing fruits and vegetables	1,195,325.00	9.13
1.5	Meat production/calf breeding	1,500,000.00	11.45
1.6	Meat production/pig raising	200,000.00	1.53
1.7	Milk production/cows	1,500,000.00	11.45
1.8	Milk production/sheep and goats	300,000.00	2.29
1.9	Milk collection points	250,000.00	1.91
1.10	Grape production	450,000.00	3.44
1.11	Egg production	500,000.00	3.82
	Total budget	13,095,325.00	100

4. Beneficiaries

Final beneficiaries:

1. The final beneficiaries under this Measure are “farmers” as defined by Article 1 of Law No. 04/L-090 Amending and Supplementing Law No. 03/L-098 on Agriculture and Rural Development (Official Gazette of the Republic of Kosovo, No. 28, 16 October 2012);
2. All applicants for this Measure must be registered in the Farm Register.
3. The Farm Identification Number (FIN) Certificate must be in the name of the applicant.
4. If the applicant is a company, the NIF certificate must also be in the name of the company.
5. All beneficiaries of rural development projects are obliged to maintain their investments according to the project implemented three (3) years after the date of execution of the payment, as long as the monitoring period lasts;
6. If such investment is not maintained, the beneficiary shall be obliged to return the funded amount of public support.
7. All beneficiaries of rural development projects after the finalization of investments must have a functional project according to the business plan, RDP and the criteria of this Administrative Instruction.
8. The payment request shall be rejected for projects, which have not finalized any activity for which it was scored during the evaluation process.
9. Beneficiaries shall be obliged to possess and maintain the dossier of documents for the grant acquired for the duration of long as the control period.

10. Beneficiaries shall be obliged to provide the dossier of grant documents to the official person in case of regular control or ex-post control.

5. Economic sustainability

1. The applicant must prove the economic sustainability of the farm through the business aiming to achieve the results by the end of the investment period.
2. The way as how to prove economic sustainability should be explained in the instruction to applicants which is prepared by ADA.
3. The ADA funds provided to the beneficiary should be taken into account when calculating the economic sustainability of the beneficiary.
4. In cases when the investment is less than or equal to twenty thousand (20,000) Euro, a simplified form of a business plan or project proposal may be accepted, maintaining financial/economic sustainability projections.
5. The applicant must submit a project proposal according to the sample published on the ADA and MAFRD websites.
6. For investment projects in which the eligible investments are more than twenty thousand (20,000) Euro, applicants must submit a business plan according to the sample published on the ADA and MAFRD websites.
7. The business plan shall be the main document for assessing economic sustainability.
8. Planned investments must be in line with production capacity.
9. When evaluating applications, based on the business plan, the ADA officials shall be obliged to reject the part of investments which are contrary to this principle.
10. Economic and financial sustainability shall be assessed based on a project proposal or business plan.
11. The business plan should indicate the economic sustainability of the farm/enterprise at the end of the investment.

6. National standards:

1. National standards on animal health, animal welfare and environmental protection shall be set out in the instruction to applicants.
2. They must be fulfilled at the latest before the request for the last payment and shall be verified during the control by the official person at the place of investment.
3. In case of investments in new orchards and vineyards, before signing the co-financing contract, the grant beneficiary should submit the chemical and physical analysis of the land with a positive recommendation for the suitability for the envisaged investment. If the recommendation is negative, the grant shall be rejected.

7. Common eligibility criteria.

1. If the applicant is a natural person, he/she must be at least 18 years old but reached 65. In the case of enterprises this criterion shall not apply;
2. The natural person must have completed at least compulsory elementary education (8 or 9 years) and two (2) years of work experience in the field in which he/she applies. Applicants who do not have two years of work experience must attend training courses with at least 20 hours of instruction in the field for which they are applying, which they will complete before requesting the final payment;
3. In the case of enterprises, the above requirement shall apply to the owner, the employee or the authorized person of the enterprise. The employee of the enterprise or the authorized person must have an employment contract for at least three years after the time of application.
4. Applicants must have tax liabilities settled, namely natural persons should have settled the property tax, and enterprises the corporate income tax;
5. If the land or any other property on which the investment will be made is in joint ownership, the applicant must submit the consent of the co-owners;
6. If the land in the ownership certificate is a forest or forest land but it is agricultural land on the ground, the applicant must initially change the destination of the land in the cadastre and then apply.
7. In the case of land rented by PAK or KPA, the forest lands are also accepted, provided that a certificate from PAK or KPA is attached to the application indicating that the land concerned is agricultural;
8. The plot where the investment to be made should be digitalized;
9. Beneficiaries who in the business plan are committed to having employees must be registered with KBRA at least as an Individual Business and all payments must be made from the business account.

8. Other eligibility criteria:

1. Beneficiaries of eligible investment projects in the amount of more than fifty thousand (50,000) Euro and beneficiaries who in the business plan have declared a new employee and for whom they have been scored, must before signing the contract with ADA, register enterprises as legal entities or individual businesses and investments/project implementation costs must be invoiced on behalf of the business.
2. Projects funded by the Rural Development Program 2022 shall not be allowed to be funded by the EU Office in Kosovo or any other local or international public donor.
3. If it is proven that the beneficiary has received support for the same project from another donor, he/she shall not be supported or if he/she has received such support, he/she shall be forced to return the funds received, and sand punitive measures shall be imposed in accordance with the law.
4. All beneficiaries of Measure 1 shall be obliged to keep the farm log, in hard copy or electronic form, for the respective sector during the monitoring period.
Explanation: For the format and procedures on how to keep the farm log, information can be obtained from the Department of Advisory and Technical Services (DATS)
5. In case the grant beneficiary fails to maintain the log during the monitoring period, he/she shall be sanctioned by having direct payments for the respective investment denied for the next two years.

6. Applicants may not be granted a new project unless they have completed the prior investment. If a potential beneficiary has previously been a beneficiary of a MAFRD project in the last 3 years and is in under the monitoring period, before signing the new contract with ADA, a control should be conducted in order to verify the previous project. If the project is not maintained and/or is not functional, a new contract cannot be concluded.
7. All investment-related assets for which there is a relevant section in the FIN annex must be recorded in the Farm Register.
8. All lease contracts must be notarized or certified by a court, except for lease contracts with the Kosovo Forest Agency (KFA), Privatization Agency of Kosovo (PAK) and municipalities which do not need to be notarized.
9. In the case of land leased by the Kosovo Forest Agency and the Privatization Agency of Kosovo, the contracts may be for a shorter period of time than is foreseen for other applicants, provided that they submit a certificate from the lessor that there will be no difficulty with the extension of the contract.
10. The land privatized by KPA, which in the property certificate is indicated as "land leased for 99 years" shall be treated as land owned by the privatizers.
11. The land purchased by privatizers shall be treated as land owned by the buyer.
12. Unfinished land consolidation shall be recognized by decisions of the competent body, i.e. even without an ownership certificate.
13. Mortgage land shall not be eligible for investment, whether owned or leased.
14. If only a part of a parcel has been leased from a parcel, the applicant must, before the application, digitize the leased part and attach a hard copy of the digitized part to the application file.
15. In case the parcels are physically adjacent to each other they shall be recognized as a single parcel, even in cases where one is rented and the other is owned.
16. In the case of projects that envisage construction or expansion, applicants must submit the following documents when applying:
 - 16.1. An ownership certificate (Possession List) of the parcel in which the investment will be made.
 - 16.2. In case the land or object is leased, a notarized lease contract for at least ten (10) years counting from the year of application;
 - 16.3 A copy of the plan of the parcel where the investment will be made;
 - 16.4 A copy of object sketches;
 - 16.5. A bill of quantities of material costs and projected works; a special document prepared (not part of the business plan) by the applicant himself/herself or with the assistance of the constructor.
 - 16.6. A consent of the Municipality proving that in case of allocating the grant, the applicant can obtain a construction permit;
17. In case of construction, expansion or renovation of facilities, erection of orchards, vineyards and/or installation of irrigation system on leased land, the lease contract must be for at least 10 years counting from the year of application.
18. The contract must also contain the consent of the owner (landlord), for the investment that will be made in

his/her land.

19. The lease contract shall not be required only in cases when the landowner and the applicant are in a marital relationship or a direct line of blood without limitations (e.g.: ancestors, grandparents, parents, children, grandchildren under the applicable law) and this is evidenced by a marriage certificate or birth certificate and/or death certificate.

20. The applicant must complete a Statement under Oath, proving that he/she is a potential heir to the land.

21. The beneficiary shall, when submitting a payment request to ADA, submit the Construction Permit from the competent body of the Municipality in case of construction or expansion.

22. All beneficiaries, who in their business plan have stated that they will generate new jobs and therefore have earned points during the evaluation, must generate them and prove it by paying the pension contribution and personal income tax starting at least from the last month before the last payment request. Beneficiaries shall be required to hold these vacancies filled with full-time employees for three (3) years, for the duration of the monitoring period.

9. Investments in renewable energy generation

1. This investment supports energy generation from renewable sources for "self-consumption". (i.e. electricity generated/stored in the network is on average equal to electricity consumed during the year).

2. This is justified by the fact that, since electricity cannot be stored, it can, if not consumed, be emitted into the network; the energy network can be conceived as a storage site for electricity put into and withdrawn during the year in similar quantities and at a different velocity.

3. The "self-consumption" concept should be checked at the stage at which a project is presented/evaluated. The investment shall be considered eligible when the (theoretical) energy capacity of the renewable energy plant ("investment") does not exceed 120% of the average 3-year consumption of the household.

4. In the case of new farms or in the case of farms that have substantially changed the size of their business in the last three years, the expected consumption should be assessed by ADA.

10. Common eligible expenditures

1. Costs for preparing a business plan or a project proposal shall not exceed the value of 3% of eligible expenditures, but not more than one thousand five hundred (1500) Euro.

2. In case of investments envisaging construction of stables or warehouses for storage of fruits and vegetables, costs for architect and engineer, various permits and licenses shall be eligible up to the value of 7% of eligible expenditures, but not more than three thousand (3000) Euro.

1. All other eligible expenditures shall be limited to those included in the List of Eligible Investments for Measure 1.

11. Level of public support

1. The minimum value of eligible project costs within this Measure shall be fifteen thousand (15,000) Euro, except for grape sector projects, where the minimum project value shall be three thousand (3,000) Euro;

2. The maximum value of eligible expenditures for the project within this Measure shall be one hundred thousand (100,000) Euro;

3. The public support shall be 70% of eligible investment costs;
4. The maximum public support for the implementation period of the draft Agriculture and Rural Development Program 2021-2027 for Measure 1 shall be three hundred thousand (300,000) Euro for the beneficiary;
5. The applicant can apply for several projects during the implementation period of the Agriculture and Rural Development Program 2021-2027, in different years, provided that the previous projects have been successfully completed and the public support does not exceed the above-mentioned amount.

12. Deadline for implementation

1. The deadline for implementation of projects under this Measure shall be 90 calendar days, except for projects providing for the construction of a stable or warehouse, in which case the implementation deadline shall be 120 calendar days from the date of signing the contract with ADA and for the grape sector projects the implementation deadline of which shall be 300 days from the day of signing the contract with ADA, due to the spring period of grape planting.
2. After the implementation deadline, the beneficiary shall have an additional 15 days to prepare the documentation and submit a payment request.
3. ADA may extend the implementation deadline by more than 30 days, if there are compelling reasons for this, such as unfavourable climatic conditions, or bringing in any specific machinery from another country.

13. Specific eligibility criteria

13.1 Specific eligibility criteria for the fruit sector:

1. Fruit sector - apples, pears, plums, sour cherries, nuts, hazelnuts, cherries, apricots, peaches, quinces, strawberries, raspberries, blackberries and blueberries and chokeberries.
2. When applying for investments in the fruit sector, applicants must prove that they have owned, inherited or leased the agricultural land for at least ten (10) years counting from the year of application and at least 1 hectare for fruit trees - apples, pears, plums, cherries, nuts, hazelnuts, cherries, apricots, peaches, and quince and/or 0.25 hectares for mulberries: strawberry, raspberry, blueberry, blackberry and chokeberry.
3. The minimum parcel area for mulberries should be 0.10 hectares and for fruit trees 0.35 hectares;
4. Beneficiaries for establishing new orchards, before requesting payment, if they buy seedlings produced in Kosovo, must submit a copy of the phytosanitary certificate on the health status of planting material that meets the CAC criterion (Conformitas Agraria Communitatis) and a copy of the manufacturer license, whereas those who buy seedlings imported from EU countries, must submit a copy of the phytosanitary certificate on the health status of the planting material that meets at least the CAC criteria issued by the manufacturer, the certificate of origin and the import permit of the importing company.
5. Planted seedlings of fruit trees must have the label of the certifying institution affixed to the body.

13.2. Eligible investments in the fruit sector shall be:

1. Investments in establishing new orchards with a minimum area of 1 hectare for fruit trees and 0.25 ha for mulberries;

2. Investments in installing irrigation systems on the farm, according to efficient irrigation practices;
3. Investments in energy generation in the farm from all types of renewable sources;
4. Investments in the net system for anti-hail and frost protection against;
5. Investments in agricultural machinery and equipment for orchards, plant protection, fertilization, harvesting and post-harvest treatment;
6. Investments in purchasing a tractor for fruit trees;
7. Investments in the construction and improvement of facilities for post-harvest activities, facilities for placing tools and equipment, as well as warehouses for plant product protection and artificial fertilizers.
8. Selection criteria for Measure 1 Investments in physical assets in agricultural holdings for the fruit sector shall be set out in Annex I Table 1 of this Administrative Instruction.

13.3. Eligibility criteria for the vegetable sector, greenhouses, greenhouses for seedlings and storage - including potatoes:

1. When applying for investment in fruit and vegetable warehouses (including potatoes), applicants must prove that they have at least 2 hectares of agricultural land owned, inherited or leased for at least 10 years.
2. When applying for investments in new permanent greenhouses, the applicant must prove that he/she has at least 0.10 hectares of arable land registered in the Farm Register. The minimum size of an integral greenhouse shall be 0.10 ha.

13.4. Investments in the vegetable sector, greenhouses, seedling greenhouses and warehouses (including potatoes):

1. Investments in the construction of permanent greenhouses for vegetables, mulberries or seedlings. The minimum area of a greenhouse shall be 0.1 hectare;
2. Investments in energy generation in the farm from all types of renewable sources;
3. Purchase and installation of equipment to achieve controlled climate conditions, including heating equipment in greenhouses;
4. Investments in installing or advancing the irrigation systems in the farm according to efficient irrigation practices;
5. Construction of facilities for post-harvest treatment (sorting, packaging, labelling) and storage of production, as well as warehouses for plant product protection and artificial fertilizers.
6. Purchase of appropriate mechanism for cultivating vegetables in an open field or in greenhouses (machine for planting seedlings, machine for spreading the foil.)

The selection criteria for Measure 1 Investments in physical assets in agricultural holdings for the vegetable sector, greenhouses and seedling greenhouses - including potatoes shall be set out in the Evaluation Criteria section.

13.5. Special eligibility criteria for the meat sector:

1. For investments in the meat sector (calves and pigs for fattening, applicants must have at least 10 calves respectively 20 pigs at the time of application, but before requesting the final payment they must have at least 20 calves or 40 pigs for fattening with matrices of the Republic of Kosovo or EU countries, and these must be proved by relevant documents and by their presence in the stable.
2. Applicants applying for the construction of a stable for calves and pigs must include the manure storage with sufficient capacity for at least three (3) months in their project - see the list of minimum national standards in the Instruction to Applicants.
3. In the case of investments in agricultural machinery for land cultivation, at the time of application, applicants for fattening calves must prove that they have at least 0.20 hectares of agricultural land per calf, owned, inherited or leased for at least three (3) years.

13.6. Eligible investments:

1. Construction/renovation/expansion of stables, ancillary facilities (manure storages, bulky food hangars, silage storages) and farm infrastructure (e.g. water supply at farm level);
2. Investments in energy generation in the farm from all types of renewable sources;
3. Investments in the modernization of the feeding and water supply system;
4. Investments in agricultural machinery and equipment for cultivation of fodder crops and cereals, plant protection, fertilization and harvesting;
5. Investments in purchasing a tractor;
6. Investments in cleaning/removing organic fertilizer (liquid and solid) and its disposal;
7. Investments in the production of concentrated food, of the total capacity of which, at least 50% will be used for the needs of the farm;

The selection criteria for Measure 1 Investments in physical assets in agricultural holdings for the meat sector shall be set out in the Evaluation Criteria section.

13.7. Specific eligibility criteria for the dairy sector:

1. Applicants for investments in the dairy sector shall, at the time of application, be required to have at least 15 dairy cows or 130 sheep or 130 goats, registered in the Farm Register and the Animal Identification and Registration Registry (AIRR) in FVA. This provision shall not apply to collection points;
2. Collection points must have long-term contracts (at least one year) with at least 5 farmers who jointly breed at least 30 dairy cows;
3. Applicants applying for the construction of a stable for dairy cows must include the manure storage with sufficient capacity for at least 3 months in their project - see the list of minimum national standards in the Instruction to Applicants;
4. The manure storage shall not mandatory for sheep and goat breeders;

5. In the case of investments in agricultural machinery for land cultivation, applicants must prove that they have at least 0.5 hectares of agricultural land for each cow, respectively 0.05 hectares of agricultural land per sheep/goat, owned, inherited or leased for at least 3 years.

13.8. Eligible investments:

1. Construction/renovation/expansion of stables, ancillary facilities as well as facilities of milk collection centers (manure storages, bulky food hangars, silage storages, milking parlours) and farm infrastructure (e.g. water, electricity);
2. Investments in the modernization of milking and refrigeration equipment, such as milking equipment, and milk storage, including milk storage rooms, and milk freezers;
3. Investments in energy generation in the farm from all types of renewable sources;
4. Manure removal equipment and machinery;
5. Investments in the modernization of the feeding and water supply system;
6. Investments in agricultural machinery and equipment for cultivation of fodder crops and cereals, plant protection, fertilization and harvesting;
7. Investments in purchasing a tractor;
8. Investments in cleaning/removing organic fertilizer (liquid and solid) and its disposal;
9. Investments in the production of concentrated food, of the total capacity of which, at least 50% will be used for the needs of the farm;

The selection criteria for Measure 1 Investments in physical assets in agricultural holdings for the milk sector shall be set out in the Evaluation Criteria section.

13.9. Specific eligibility criteria for the grape sector:

1. At the time of application, applicants for investments in the grape sector must prove that they have owned, inherited or leased agricultural land for at least ten (10) years, and that of at least 0.25 hectares;
2. The minimum parcel area should be 0.10 hectares;
3. In case of investments in mechanization and equipment for cultivation and harvesting, as well as warehouses for post-harvest treatment, applicants must prove that they have at least 3 hectares of vineyards, owned, inherited or leased for at least 10 years, registered in the Vineyard Register and in the Farm Register.

13.10. Eligible investments:

1. Investments in the erection/modernization of vineyard plantations (conversion, replacement) for table grapes and wine grapes with a minimum size of 0.25 hectares;
2. Investments in installing irrigation systems according to efficient irrigation practices;
3. Investments in setting the placement for table grapes;
4. Investments in energy generation in the farm from all types of renewable sources;

5. Investments in the net system for anti-hail protection;
 6. Investments in vine holding systems and fences;
 7. Investments in agricultural machinery and equipment for vineyards, plant protection machinery, fertilization, harvesting and post-harvest treatment;
 8. Investments in purchasing a tractor;
 9. Those who have over 3 hectares of vineyards shall be allowed to apply for the construction of facilities for post-harvest operations, such as refrigeration warehouses, sorting, cleaning and packaging machinery;
- The selection criteria for Measure 1 Investments in physical assets in agricultural holdings for the grape sector shall be set out in the Evaluation Criteria section.

13.11. Specific eligibility criteria for the egg sector:

1. Applicants for investments in the egg sector must prove to have in possession at least 5,000 laying hens in active production;
2. Applicants applying for the construction of a poultry farm must include the manure storage with sufficient capacity for at least 3 months in their project - see the list of minimum national standards in the Instruction to Applicants;
3. When applying, applicants in the egg sector must indicate in the business plan when they will make the hatching change and how long the break without production will last.
4. The applicant must also submit the last hen supply invoice;
5. In case of diseases which harm a large number of chickens, FVA certification must be provided.

13.12. Eligible investments shall be:

1. Construction/renovation/expansion of stables and egg storage rooms;
2. Investments in internal infrastructure (feeding system, water-drinkers and microclimate regulation equipment, manure removal, egg classification equipment);
3. Investments in cages, only according to EU standards;
4. Construction and renovation of food storage, including equipment for food preparation, handling, packaging and storage of eggs;
5. Investments in energy equipment or energy generation in the farm from all types of renewable sources;
6. Investments in cleaning/disposal of manure and its disposal;
7. Investments in the production of concentrated food, of the total capacity of which, at least 50% will be used for the needs of the farm;

The selection criteria for Measure 1 Investments in physical assets in agricultural holdings for the egg sector shall be set out in the Evaluation Criteria section.

14. Selection criteria for subsectors

In order to ensure that the investment meets the objectives of the measure, eligible projects shall be scored according to the following points.

Table 1. Selection criteria for crop production

No.	Type of criteria	Category			Points
1.	Investments in increasing production, improving the efficiency and sustainability of farm production. Production capacity: the area to be raised. In case of investment in orchard infrastructure, storage, irrigation, hail protection and/or machinery, points shall be calculated depending on the existing area ¹ or that which will be raised, whichever is greater.	fruit trees	mulberries/grapes	Greenhouses/seedling greenhouses	55
		≥ 3 ha	≥ 0.5 - 1 ha	> 0.20 ha	
		≥ 1 ha - < 3 ha	≥ 0.25 ha - < 0.5 ha	0.10 - 0.20 ha	
2.	Investments in mountainous areas - this criterion shall not apply to greenhouse applicants.	Investments in mountainous areas			5
3.	Investments in renewable energy generation ²	Investments in energy generation in the farm from renewable sources (<i>min. 5% of eligible investment</i>). (points from this criterion shall be taken according to the evaluation of the business plan)			10
4.	Investments that include job generation based on a business plan.	Jobs shall be evaluated according to the business plan, if there is no compliance with the requirements, a sanction of returning the investment shall be imposed and "every job generated must be registered with TAK and all contributions shall be paid for the monitoring period".			5
5.	The applicant or household has not received a grant from MAFRD in the last three years				10
6.	Land ownership ³	land in the name of the applicant			10
7.	New applicant ⁴	The applicant is 40 years of age or younger			3
8.	Gender of farmer ⁵	Female applicant			2
TOTAL					100

¹ Existing surfaces to be evidenced by receiving direct payment for these areas in the previous year or if no direct payment is received, this shall be evidenced by the certificate of ownership and the FIN.

² As to investments in renewable energy generation/environmental protection and climate change, if a beneficiary has foreseen investments in the use of renewable energy and earns points for this purpose, he/she shall be obliged to use this investment and keep it active for the purposes as provided for in the business plan. If during each audit, the ADA officers (before signing the contract, ad-hoc or ex-post) find that investments in renewable energy are not being used as provided for in the business plan then Article 38A of Law No. 04/L-090 on Amending and Supplementing Law No.03/L098 on Agriculture and Rural Development shall apply.

³ All land including the land where the investment is made must be in the name of the applicant in the last three years. Creating artificial conditions to get points shall constitute a fraud and shall be punished according to Article 38A, sub-paragraph, 1.2.3 of Law No. 04/L-090 on Amending and Supplementing Law No. 03/L098 on Agriculture and Rural Development.

⁴ The applicant who has not reached 40 years of age until the day of application shall be eligible

⁵ As to the gender of a farmer, the applicant shall receive the points under this criterion if all the land including the land where the investment is made is in the applicant in the last three years. Creating artificial conditions to get points shall constitute a fraud and shall be punished according to Article 38A, sub-paragraph, 1.2.3 of Law No. 04/L-090 on Amending and Supplementing Law No. 03/L098 on Agriculture and Rural Development.

Table 2. Selection criteria for animal production

No.	Type of criteria	Category	Points			
1.	Investments in increasing production and improving efficiency. Type of investment: In the case of investment from both point a) and point b), the points shall be calculated from the investment with the largest part of the budget projected in the business plan.	a) Construction/renovation/expansion of the stable	40			
		b) Machinery and/or improvement of external infrastructure manure storage, silage storage, hay storage	35			
2.	Production capacity (number of animals) after the implementation of the project.	Cows or calves	Pigs	Sheep /goats	Chickens	10
		≥ 20 < 70 heads	≥ 40 < 100	≥ 150 < 300	≥ 5000 < 50.000	
		≥ 70 heads	≥ 100 heads	≥ 300 heads	≥ 50,000 heads	15
3.	Investments in renewable energy generation ⁶	Investments in energy generation in the farm from renewable sources (<i>min. 5% of eligible investment</i>) (points from this criterion shall be taken according to the evaluation of the business plan)			10	
4.	Investments in mountainous areas	Investments in mountainous areas			5	
5.	Investments that include job generation based on a business plan.	Jobs will be evaluated according to the business plan, and if the requirements are not complied with, a sanction of returning the investment shall be imposed. “Every job generated must be registered with TAK and all contributions must be paid for the monitoring period”.			5	
6.	The applicant or household has not received a grant from MAFRD in the last three years			10		
7.	Land ownership ⁷	Land in the name of the applicant.			10	
8.	New applicant ⁸	The applicant is 40 years of age or younger			3	
9.	Gender of the farmer ⁹	Female applicant			2	
TOTAL					100	

⁶ As to investments in renewable energy generation/environmental protection and climate change, if a beneficiary has foreseen investments in the use of renewable energy and earns points for this purpose, he/she shall be obliged to use this investment and keep it active for the purposes as provided for in the business plan. If during each audit, the ADA officers before signing the contract, ad-hoc or ex-post) find that investments in renewable energy are not being used as provided for in the business plan then Article 38A of Law No. 04/L-090 on Amending and Supplementing Law No.03/L098 on Agriculture and Rural Development shall apply

⁷ All land including the land where the investment is made must be in the name of the applicant in the last three years. Creating artificial conditions to get points shall constitute a fraud and shall be punished according to Article 38A, sub-paragraph, 1.2.3 of Law No. 04/L-090 on Amending and Supplementing Law No. 03/L098 on Agriculture and Rural Development.

⁸ The applicant who has not reached 40 years of age until the day of application shall be eligible

15. Project implementation procedures

15.1. Implementation

The procedure for the implementation of RDP 2022 shall be carried out according to Law No. 03/L-098 on Agriculture and Rural Development (Official Gazette of the Republic of Kosovo No. 56/27.07.2009), Law No. 04/L-090 Amending and Supplementing Law No. 03/L-098 on Agriculture and Rural Development (Official Gazette of the Republic of Kosovo, No. 28/16 October 2012); 05/L-031 on General Administrative Procedure (Official Gazette of the Republic of Kosovo No. 20/21/June 2016), Law No. 08/L-066 on Budget Appropriations for the Budget of the Republic of Kosovo for 2022 (Official Gazette No.13/31 December 2021) according to this Administrative Instruction and the applicable legislation.

Measures 1 shall be implemented by the Agricultural Development Agency.

15.2. Call for Application

The Agricultural Development Agency shall be responsible for drafting, publishing the Call for Application and instructions to applicants, in accordance with the criteria and procedures set out in this Administrative Instruction.

15.3. Procedure for submitting and reviewing applications

The procedures for submitting and reviewing applications shall be:

1. The application shall be submitted through the online web module on the ADA website www.azhb-ks.net, under the link located on “**online application**” which takes the applicant to the online application module. The project shall be registered in the web module and the necessary documents for the application shall be uploaded in PDF. *(You have to make sure to upload all documents before the submit button is clicked, after clicking the submit button you can no longer return to upload any document)*
2. After the completion of the online application process from sub-paragraph 1.1 of this Article, the administrative review of applications shall begin;
3. Application evaluation process;
4. Public announcement of preliminary results of project evaluation;
5. Informing the farmer of the result of the project evaluation;
6. Appeal period/Right to appeal;
7. The first on-site inspection;
8. Approval/Rejection of projects;
9. Appeal period;
10. Signing of the contract between the beneficiary and ADA;
11. Time of making investments;
12. The payment request by the beneficiary shall be submitted to ADA;

13. Administrative control of the payment package request;
14. The second on-site inspection;
15. Punitive measures in case of irregularities during the implementation of projects;
16. Authorization and execution of payment;
17. Post-implementation project control;
18. Decision to return the funds;
19. The right to appeal.

- The administrative proceedings shall be completed within a period of 45 days, after the completion of the application process until the evaluation report/publication of the preliminary results on the support, in accordance with Article 98 of Law No. 05/L-031 on General Administrative Procedure.

- In cases of the complexity of the administrative case, the deadline may be extended pursuant to Article 99 of Law No. 05/L-031 on General Administrative Procedure.

16. Submission of applications

1. The online application must have all the required documents uploaded within the application deadline;
2. The online application must include the project with all the necessary documents for application;
3. The applicant can apply only once within the 2022 Rural Development Program;
4. A new project may not be granted to the applicant unless the previous project has been completed in accordance with the contract signed with ADA;
5. The applicant shall ensure that all information and documents provided are clear and accurate;
6. The applicant shall receive an online notification via e-mail for the submission of the application.

17. Application control, evaluation and approval in ADA

1. Application control and evaluation shall begin after the application deadline;
2. Completed applications shall be subject to further evaluation of eligible expenditure and assessment of economic and financial viability;
3. If the project or application has been evaluated by the experts in the relevant field, the review of the project or application shall be postponed until the experts in the relevant field provide a recommendation;
4. Expenditure eligibility shall be controlled and approved, comparing them with the reference prices/price lists approved by MAFRD;
5. A project/application can be selected for support only if it reaches the minimum threshold of 50 points up to a maximum threshold of 100 points. The minimum threshold shall be set to ensure that supported projects bring sufficient added value to the sector;

6. After the evaluation and scoring of the projects, the preliminary evaluation list of rural development projects is made public on the official website of MAFRD and ADA;
7. The announcement of the publication of the preliminary list of potential beneficiaries of the evaluation list of applications for rural development projects shall be made on the official MAFRD and ADA website;
8. ADA shall notify all applicants for the publication of the preliminary evaluation list of rural development projects via e-mail and SMS on the same day;
9. Applicants who are considered potential beneficiaries shall have the right to show up at the ADA within eight (8) calendar days, from the day of receiving the notification, to receive the notification letter and the evaluation of their project;
10. The deadline for appeal shall begin to run the next day, after the publication of the preliminary list of potential beneficiaries of rural development projects;
11. On the same day, the list of potential beneficiaries/selected projects shall be sent to the Control Division at ADA for the first on-site control, which should start immediately;
12. Based on the report of the first on-site control and the report of the appeal process, the approval of rural development projects for financing is done and the final list of beneficiaries of rural development projects is approved, which should be published on the MAFRD and ADA websites;
13. All applicants shall be informed of the selection or rejection of their project;
- 1.4. After the approval of the projects, the drafting of the final list of beneficiaries of the rural development projects and the notification of the beneficiary applicants, the contract shall be signed between the beneficiary and the ADA;
- 1.5. The applicant shall be invited to sign the contract for co-financing of the project within five (5) days after the receipt of the notification letter for the approval of the projects;
16. After signing the contract, the beneficiary shall be obliged to start the implementation of the project according to the contract.

18. Evaluation, selection, contracting and implementation

ADA shall use a checklist of applicants and projects and can verify data with official systems (Farm Register and Animal Identification Register).

Applications must be rejected if they are not complete if they do not meet the eligibility criteria or even when they meet the eligibility criteria they may not benefit due to the small number of points compared to other applicants and the budget provided.

Incomplete applications shall be rejected at the time of verification by the officer of the Agricultural Development Agency, on the occasion of their submission. In case it is found later that the application is not complete, it shall also be rejected.

Unacceptable applications shall be declared inadmissible during the evaluation process conducted by the officers of the Agricultural Development Agency in Prishtina. Projects may be declared inadmissible during administrative control (e.g. non-compliance with data from the Farm Register or Animal Identification Register), during the evaluation of documents (e.g. the evaluation of the Business Plan) or during the on-site control (e.g. the orchard or greenhouse has been erected before). Ineligible projects shall not be subject to the scoring process.

19. Evaluation of the business plan or project proposal

Applications worthy of eligible investments over €20,000 must contain a business plan, according to the sample presented in the Annex.

Applications worthy of eligible investments up to €20,000 must contain a project proposal according to the sample presented in the Annex.

If the application envisages a business plan, then there shall be no need for a project proposal.

Some information included in the business plan or project proposal should be considered for scoring applications. Also, these documents represent the data source for completing the indicator form.

The data/information presented within these documents can be checked in all existing databases (Farm Register, Animal Identification Register, Cadastral Register of Vineyards, sLPIS, etc.), they must be supported by additional documents - see Annex No. 1, and must be subject to on-site control before the contract is signed, before the payment of funds and after the project is completed, during the of the ex-post monitoring period.

The business plan or project proposal must fully comply with the sample prepared by MAFRD. All chapters must be addressed; failure to treat any chapter shall be a sufficient reason to reject the application. The presentation of additional chapters shall be ignored during the project evaluation.

19.1. The following contents shall be part of the business plan evaluation:

1. All chapters and sub-chapters shall be addressed: if irrelevant then the reason should be clarified;
2. At least 1 (one) specific objective of the Measure has been met;
3. The return on investment proves that the additional profit (additional income - additional costs) covers the investment costs (only private co-financing is calculated) for less than 10 years;
4. It is estimated that the applicant has enough staff (employees) to run the business;
5. Proposed purchases/constructions are in accordance with the applicant's needs (e.g. no more tractors, trailers, or cars than needed; no buildings shall be allowed if they are sufficient for the applicant);
6. Prices for purchases/constructions shall be reasonable;
7. The schedule for purchases/constructions is realistic and gives the possibility for the investment to be completed within the implementation deadline foreseen in the instruction.
8. Production capacity before and after the investment is presented
9. The projected increase in production capacity is fully proven based on the proposed investment
10. The technological process and the applied technology are described;
11. The technological process is in line with existing assets plus anticipated investments and services provided;
12. Potential suppliers and potential customers have been identified;
13. The market strategy is realistic;
14. For all eligible and ineligible investments, the values of public support and private financing are presented correctly;
15. The cash flow balance at the end of each month should be positive in the next 3 years after the completion of the investment;
16. Total revenues are in line with production capacity;
17. Total revenues in the calculation of return on investment are in line with total revenues presented in the

impact indicators;

The applicant has not created artificial conditions to gain an advantage.

For project proposals the following controls shall be applicable: 1, 2, 3, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, and 18

20. Scoring list

All projects passing the eligibility criteria, after evaluation, should be listed in the list based on the points earned and eventually the time of application. The selection of beneficiaries shall be done starting from the applicant with the highest number of points and continues until the projected budget is spent.

21. Grant award procedures and notification of the applicant

After the evaluation, ADA shall prepare an evaluation report. Projects shall be categorized in this report as:

- 1) Ineligible projects (that have not passed the eligibility criteria) and
- 2) Eligible projects and scored.

This report shall be signed by the ADA Chief Executive Officer.

After the administrative control and evaluation, ADA shall prepare a Preliminary Publication Report which in addition to the publication on the ADA website, the applicant shall be informed via SMS and email. Applicants who do not receive the information via SMS and email can come approach ADA for information about their application. The report shall include: 1) eligible projects, evaluated and declared as potential beneficiaries, 2) eligible and evaluated projects and 3) ineligible projects (that have not passed the eligibility criteria - rejected). The preliminary report shall be signed by the ADA Chief Executive Officer and shall be published on the ADA website and the MAFRD website. From the day of publication of the preliminary report on the ADA website, the applicant shall have 30 (calendar) days to file an appeal to the Appeals Review Commission within ADA.

Note: In case a beneficiary withdraws from the project implementation after signing the contract, notifying ADA, he/she shall lose the right to apply for the following year.

Beneficiaries who, after signing the contract, do not implement the project and fail to notify ADA of their withdrawal, shall lose the right to apply for the next three years.

22. Rejection of projects

An applicant shall be rejected if:

1. The documentation is incomplete;
2. Fails to meet eligibility criteria;
3. Costs cannot be verified as eligible;
4. The project is not economically viable;
5. In case of fraud at any stage of the procedure;
6. If the project funded by public support is not functional according to the project/business plan and contract;

7. In case of non-compliance with the terms of the contract for project financing;
8. An applicant who applies for public investment shall also be rejected if he/she fails to carry out the procurement process according to the applicable procurement rules.
9. The applicant shall be notified of the project being rejected by a rejection decision issued by the Agricultural Development Agency.
10. The rejection decision shall contain the reasons for the rejection in detail.

23. Payment request

1. Beneficiaries who have completed the investment under the contract shall submit the payment request for payment to the ADA's Regional Offices.
2. The application form can be downloaded from the ADA website or provided by the ADA's Regional Office.
3. The payment request with the completed documentation shall be personally submitted in hard copy and CD with scanned documentation by the beneficiary or by the authorized person, as defined under the Contract for project financing.
4. If the payment request is not completed with all the documents according to the contract, the ADA's officer shall not accept the payment request, but shall register it by giving a copy to the beneficiary and asking for the completion of the relevant documentation within five (5) days.

If the beneficiary within the period as specified in paragraphs 3 and 4 of this Article does not submit the completed documentation, the payment request shall be rejected.

6. After the administrative control of the payment request, the Directorate of Control in ADA shall conduct the second on-site control to ensure that the investment is done according to the project proposal/approved business plan and approval letter.
7. In case of technical errors in the request for payment package, the applicant must be notified of the correction of technical errors within five (5) days.
8. If the beneficiary within the deadline defined according to paragraph 7 of this Article does not correct the documentation with technical errors, this document shall be rejected.
9. Based on the Assessment of the Report of the on-site control and submitted invoices, with the payment request and ADA price list, ADA shall issue a decision on the payment within 60 days and notify the beneficiary through a Notification Letter.
10. No payment shall be made to beneficiaries who are found to have created artificial conditions for receiving payments.
11. If the payment has not been accepted or public support has been reduced, the beneficiary shall be informed through the Notification Letter.
12. The period of (90) days must not be exceeded from the day of submitting the payment request up to the payment execution, unless such a delay is made for objective reasons.
13. Before the payment request, the beneficiary must put in place the investment table with the logo of MAFRD/ADA with size 100cmx50cm* defined according to Annexes to this instruction.

14. The payment shall be made within (30) days effectively from the decision on payment.
15. In case of disputing the decision for payment or the decision for rejection of payment, the beneficiary has the right to appeal and request the reconsideration of the respective decision.
16. ADA shall establish a special Appeals Commission related to the decision on termination of the contract, the decision on payment, the decision on refusal and the decision on the exclusion for three years.
17. Against the decision of the Commission, the party shall have the right to file a lawsuit for an administrative dispute in the competent court within 30 days.

23.1. Required documentation for payment

1. The payment request shall contain the original copy of the required documents according to the payment request and a CD with scanned documents. **(according to the payment request form)**
2. Payments over the amount of five hundred Euro (€500.00) shall be made through a bank transfer and shall be verified with the bank's current account statements.
3. For payments under the amount of five hundred Euro (€500.00), if the payment is made in cash, the invoice and fiscal coupon shall be provided, and if the payment is made through the bank, the bank transfer payment slip shall be submitted.

24. Level of the on-site controls

1. ADA shall be obliged to control all projects in the field at the level of 100% which have been selected as beneficiaries by RDP 2022 and to verify the fulfilment of criteria for funding.
2. After the submission of the payment request, the ADA Control Directorate shall be obliged to verify the implementation of investments through the on-site control. In this case, the beneficiary shall be obliged to be present during the field control no later than 5 days from the notification of ADA.
3. Repeated on-site control is done in certain cases and at the request of the relevant ADA Directorates.
4. The payment authorization shall be made based on the control report for verifying the request for payment with the attached documentation for the implementation of the investment.
5. ADA shall perform ex-post control to verify all selected projects for three (3) years of financing, from the day of execution of the last payment. In this case, the beneficiary shall be obliged to be present during the field control no later than 5 days from the notification of ADA.
6. ADA shall by a special decision appoint the Commission for super control of the project.

24.1. Special control

For special on-site control, in cases of construction investments and investments that require special expertise, ADA may engage experts in the relevant area to provide a professional assessment.

25. Appeal procedure for applicants

1. Applicants dissatisfied with the evaluation result shall have the right to appeal against ADA decisions.
2. The appeal shall be addressed to the Appeals Review Commission.
3. An applicant may file a written appeal within 30 days from the day of publication of the preliminary list of potential beneficiaries of rural development projects.
4. Within 30 days from the day of submitting the appeal, the Appeals Review Commission must give a written response, with full reasoning, addressed to the submitter of the appeal.
5. The Appeals Review Commission shall decide with the majority of votes of its members, by which:
 - 5.1. Rejects the ADA decision related to the assessment of the relevant project.
 - 5.2. Approves the ADA decision related to the assessment of the relevant project and takes a meritorious decision related to the relevant project.
6. During the process of reviewing appeals, the Appeals Review Commission may require the necessary information from ADA, as well as to conduct on-site visits and request information directly from the party related to the relevant projects.
7. No appeal shall be allowed against the final decision in the regular administrative procedure, but an administrative dispute can be initiated by a lawsuit before the competent Court.

25.1. Appeals Review Commission

1. The Appeals Review Commission shall be a professional body for reviewing, assessing and deciding on appeals, which is composed by the ADA and MAFRD officials and established by the MAFRD decision.
2. The Appeals Review Commission shall consist of five (5) members, two (2) of whom are ADA officials, and three (3) of whom are MAFRD officials.
3. Members of the Appeals Review Commission are independent in their work and take decisions in accordance with the facts and verified state.
4. Members of the Appeals Review Commission shall be obliged to:
 - 4.1. Implement criteria and procedures as specified in this Administrative Instruction;
 - 4.2. Be impartial;
 - 4.3. Exercise the right to free and uninfluenced vote;
 - 4.4. Participate in the Commission meetings and sign the working reports and relevant decisions.
5. The Appeals Commission from paragraph 2 of this Article shall be obliged to draft the decisions taken in accordance with the reasoning of the administrative act defined under Articles 48 and 49 of Law No. 05/L-031 on General Administrative Procedure (Official Gazette No. 20/21 June 2016).
6. The Appeals Review Commission shall be obliged to prepare written reports for its work and for actions taken and to inform the highest the MAFRD and ADA bodies, as well as the stakeholders, no later than 30 days from the day of the end of the appeal period.

26. Handling court cases

Cases which are sent back for reconsideration and retrial according to the judgments of the respective courts shall be handled by preparing decisions by the ADA Legal Office.

27. Conditions for maintenance of investment

1. The investment for which the beneficiary has received support shall not undergo any changes within three (3) years from the date when the final payment is accepted.

2. Changes in investment are those that result in:

2.1. Termination or relocation of production activity from paragraph 1 of this Article to an area not covered by the program;

2.2. Change of ownership in a part of the infrastructure which gives an enterprise or public institution an undeserved advantage;

2.3. Content change that affects the nature, objectives or conditions of implementation which result in the change of initial objectives.

3. In case of extraordinary situations that may affect the investment from natural disasters, the beneficiary shall inform the ADA within the deadlines, according to the contract signed by both parties.

4. Beneficiaries are obliged to keep all accounting data at least three (3) years after the implementation of the project, as well as to cooperate with MAFRD officials to provide any information required by ADA or MAFRD as well as other officials authorized by both parties to control and audit the project implementation. The financing conditions will be defined in more detail in the contract between the beneficiary and the ADA.

Explanation: Regarding the conduct of farm accounting, information should be obtained from the Department of Economic Analysis and Agricultural Statistics (DEAAS)

28. Field ex-post control and post-project procedures

1. A beneficiary shall be obliged to return the financial support in part or in full in case of irregularities encountered after the implementation of the contract until the end of the monitoring/ex-post period.

2. In case of identification of irregularities under paragraph 1 of this Article, ADA shall issue a decision to return the public financial support in part or in full and a decision for exclusion for up to three years in case it does not return the financial amount required by ADA.

3. A beneficiary shall have the right to appeal against the Decision as in paragraph 2 of this Article before the Appeals Review Commission established by the ADA Chief Executive Officer composed of 3/5/7 to decide on the appeal.

4. No appeal shall be allowed against the final decision in the regular administrative procedure, but an administrative dispute can be initiated by a lawsuit before the competent Court.

5. After the completion of the complaint procedure, ADA shall be obliged to resume the procedure of returning the public support through the competent bodies.

29. Punitive provisions

1. Failure to implement this Administrative Instruction shall be sanctioned by penalties outlined in Article 38 of Law No. 03/L-098 on Agriculture and Rural Development, (Official Gazette of the Republic of Kosovo No. 56/27.07.2009), Article 38.A of Law No. 04/L-090 on Amending and Supplementing Law No. 03/L-098 on Agriculture and Rural Development (Official Gazette of the Republic of Kosovo, No. 28, dated 16 October 2012);

2. In case of violation of the above-mentioned provisions, ADA should immediately inform the party of the violation of the contract, while ADA should initiate legal proceedings under the Criminal Procedure Code No. 04/L-123 (Official Gazette No. 37/28 December 2012).

30. Final provisions

30.1. Land under consolidation

Expect for the provisions as specified in this Administrative Instruction, the applicants who have an area of agricultural land under consolidation and do not possess a copy of the plan and possession list, but have a lawful decision on consolidation from the cadastre, shall be allowed to apply for the support under the RDP 2022.

30.2. Documentation for the municipalities: North Mitrovica, Zvecan, Leposavic and Zubin Potok

1. Applicants of the municipalities: North Mitrovica, Zvecan, Leposavic and Zubin Potok, who may not provide a possession list and a copy of the plan from their relevant municipalities, should obtain such documents from the Kosovo Cadastral Agency.

2. Applicants of the municipalities: North Mitrovica, Zvecan, Leposavic and Zubin Potok shall be allowed to apply for public support under RDP 2022 without a property tax certificate.

31. List of annexes

1. Annex No. 1: Application Form for Measure 1
2. Annex no. 2: List of Documents Submitted
3. Annex no. 3: Project Proposal Preparation Sample
4. Annex No. 4: Business Plan Preparation Sample
5. Annex no. 5: Procurement Procedures
6. Annex no. 6: National Minimum Standards
7. Annex no. 7: List of Eligible Investments for Measure 1
8. Annex no. 8: Mountainous Areas
9. Annex no. 9: Payment Request
10. Annex no. 10: Evaluation Report
11. Annex no. 11: Complaint Form for Farmers
12. Annex no. 12: Contacts and Information Places for Application
13. Annex no. 13: Indicator Collection Form for M-1
14. Annex no. 14: The Financial Part of the Business Plan
15. Annex no. 15: Promotion
16. Annex no. 16: Code of Ethics for Consulting Companies
17. Annex no. 17: Specific Conditions for the Construction of Greenhouses
18. Annex no. 18: Statement under Oath
19. Annex no. 19: Statement of Commitment

9.	5. A hard copy of digitalization for the place of investment for all applicants: the applicant must make the digitalization of the place of investment before the application and attach a hard copy of the digitalized part to the application file.	<input type="checkbox"/>	
10.	Business plan - for projects worthy of over €20,000 or Project proposal - for projects worth up to €20,000. The officer verifies whether these two documents are in line with the ADA sample.	<input type="checkbox"/>	
11.	At this point, not all documents are required to prove 2 years of experience in the sector Certificate of registration in the farm registry Statement on holding 20 hours of training in the relevant field, for applicants who do not have 2 years of experience. Business registration certificate, if the enterprise has agriculture as a primary activity and is registered at least 2 years before the application		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
12.	Applicants must have tax liabilities settled, namely; Legal entities: CERTIFICATE from the Tax Administration of Kosovo proving that the applicant must have settled the corporate income tax liabilities. Natural persons: CERTIFICATE from the municipality proving that the applicant must have settled the property tax*	<input type="checkbox"/> <input type="checkbox"/>	
13.	Project management authorization - if the applicant is a natural person, the management authorization is done through an authorized person, who shall be eligible only through a notarized authorization - in the original. In case the applicant is an enterprise, the authorized person for management must be an employee of the enterprise with an employment contract not shorter than 3 years. Mandatory only for those applicants who authorize project managers.		<input type="checkbox"/>
14.	Ownership certificate (possession list) proving ownership of the land and copy of plan or land lease contract for at least 10 years (notarized) with a copy of the owner's possession list and a copy of plan attached, except in case of calves for fattening when the land is proved as a food base, the leased land must be for at least 3 years and if there is an investment in agricultural machinery, the land contract must be for 5 years. The contract must also contain the lessor's consent for the investment to be made in his/her property.	<input type="checkbox"/>	
15.	In the case of lease contracts from PAK , which are for a shorter period of time than envisaged under the Measure, the applicant must bring a certificate from the lessor confirming that there will be no problem in extending the lease.		<input type="checkbox"/>
16.	Contracts with processors or buyers, signed and stamped by the processor or buyer.	<input type="checkbox"/>	
17.	Evidence proving that the applicant has completed at least the <u>primary school</u> - a notarized copy**.	<input type="checkbox"/>	
18.	Statement of commitment (for the accuracy and authenticity of the data presented)	<input type="checkbox"/>	
Other specific documents by sub-measure			

19.	1.1, 1.1 a, 1.2 Fruits, mulberries	No additional documents required		<input type="checkbox"/>
20.	1.3 and 1.3 a Greenhouses	No additional documents required		
21.	1.4 Storages	No additional documents required		
22.	1.5 and 1.6. Meat	Certificate of registration in the animal identification register with the number of calves or pigs.	<input type="checkbox"/>	
23.	1.7 and 1.8. Milk	Certificate of registration in the animal identification register with the number of dairy cows/sheep/goats	<input type="checkbox"/>	
24.	1.9 Collection points	No additional documents required		
25.	1.10 Grapes	No additional documents required		
26.	1.11 Eggs	Invoice of last purchase of chickens (as evidence that the applicant has chickens in active production)	<input type="checkbox"/>	

*If the applicant does not have a taxable property in his/her name, he/she must bring a certificate from the municipality certifying this fact or a certificate in the name of any of the members of the household including the applicant's name.

**Evidence for completing at least the primary school, completion of high school or higher education also constitutes evidence.

Annex No. 3 Project Proposal Preparation Sample

PROJECT PROPOSAL PREPARATION SAMPLE

NOTE! This document must be fully complied with. This document is not to be completed but is a sample of how to write a project proposal. In case there is a chapter that is not related to your project, you should mention this within the relevant chapter.

1 General information

1.1 Name of the applicant (with his/her specific identification data)

1.2 Main assets owned by the applicant: land (specifying the type of ownership), equipment and machinery, livestock, etc. - as in the Farm Register

Table 1. Assets of the applicant

Assets	Date of purchase/construction	Purchase value for natural persons or the final balance sheet for legal entities	Quantity (in pieces)
1. Facilities - total			
1. 1 details			
1. n details			
2. Equipment - total			

2. 1 details			
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Table 2. Land

2. n details			
3. ANIMALS			
3. 1 details			
3. n details			
4. Other - details			
TOTAL			
No.	Region/Municipality/Village	Area (m²) / type of use	Legal status (land in the name of the applicant or leased)
1			
N			

2 Project description

- 2.1. Designation of investment
- 2.2. Project location (region, municipality and village)
- 2.3. Purpose, describing objectives, justifying the need and opportunity for investment

3 Description of purchases made through the project

Name, number, value, technical and functional characteristics of the machinery/ equipment/ technologies/ means of transport/ equipment to be purchased through the project and, if necessary, technical presentation of the facilities where the equipment and tools will be located. Procurement should be based on current and/or projected production capacities.

Table 5. Description of purchases made through the project

No.	Name/type of equipment/machinery	Unit (piece, m ² , kg, etc.)	Value without VAT	VAT	Total value with VAT	Percentage of public support
TOTAL						

Note: The technical characteristics of the machinery and equipment applying for must be stated

4 Implementation calendar (months) and main stages

Investment schedule expressed in values, months and activities

Table 6. Example/Schedule of execution of investments

Type of investment and total cost (Euro)	2022		
	Month 1	Month 2	Month 3
(e.g. stable foundations	5000		
e.g. stable walls		5000	
e.g. stable roof			5000
(e.g. Purchase of solar panels			

5 Production capacity

Production capacities resulting from investment (in physical units). In addition to the capacity in the physical unit, you must also present the projected monetary value for the planned production capacity. Capacity specifications must be submitted before and after the finalization of the investment. A description of the production process applied to the planned investment must be provided.

If the production capacity and production process are not described, the application may be rejected.

6 Market supply/sale

Table 7. Potential suppliers of the applicant

Potential suppliers of the applicant				
Name of supplier of raw materials/auxiliary materials/products/services	Address	Supplying product and the approximate amount	Estimated value	% of the total distribution
1				
2				
N				

Table 8. Potential customers of the applicant

Potential customers of the applicant			
No.	Customer (name and address)	Value	% of sales
1			
2			
N			

Table 9. Investment financial details

Detailed eligible and ineligible expenditures

Eligible expenditures	Public support	Private co-financing (Euro)	Total
Eligible investments			
...			
Administrative costs (for example: business plan)			
Ineligible investments			
TOTAL			

Annex No. 4 Business Plan Preparation Sample



Ministry of Agriculture, Forestry and Rural Development

BUSINESS PLAN PREPARATION SAMPLE

for projects supported by the Ministry of Agriculture, Forestry and Rural Development

NOTE!

This document must be fully complied with. This document is not to be completed but is a sample of how to write a business plan. In case there is a chapter that is not related to your project, you should mention this within the relevant chapter.

1 General information

1.1 Name of the beneficiary (with his/her specific identification data)

For natural persons:

First and last name

Full address FIN:

Telephone number

For legal entities:

Name of the enterprise

Address of the enterprise

Fiscal number

Owners of the enterprise

Authorized person for project management

Contact phone number

1.2 Main assets owned by the applicant: land (specifying the type of ownership), equipment, machinery, livestock, etc. - as in the Farm Register

Table 1. Assets of the applicant

Assets	Date of purchase/ construction	Purchase value for natural persons or the last balance sheet for legal entities	Quantity (in pieces)
1. Facilities - total			
1.1 details			
1. n details			
2. Equipment - total			
2.1 details			
2. n details			
3. ANIMALS			
3.1 details			
3. n details			
4. Other- details			
TOTAL			

Table 2. Land

No.	Region/Municipality/Village	Area (m ²) / type of use	Legal status (property of the applicant, family property or leased)
1			
N			

Add more lines if needed!

Data on households/enterprises

1.2 For natural persons:

Table no. 3. Data on household members

No.	First and last name	Year of birth	Gender (M/F)	Occupation/ place of work	Income (€)
1					
2					
3					

4					
5					
6					
7					

Add more lines if needed!

Table no. 4. Overview of the main products of the previous two years

No.	Product/ service	Unit	Year					
			2020			2021		
			Quantity	Price	Value	Quantity	Price	Value
1								
2								
3								
4								
5								
Total								

Add more lines if needed!

1.2 For legal entities

Table no. 5. Data on the enterprise

No.	Owners (first & last name)	% of shares	Activities of the enterprise	Turnover in 2020	Turnover in 2021
1					
2					
3					

Table no. 6. Overview of the main products of the previous two years

No.	Product/s ervice	Unit	Year					
			2020			2021		
			Quantity	Price	Value	Quantity	Price	Value
1								
2								
3								
4								
5								
6								
Total								

Add more lines if needed!

2 Project description

2.1 Designation of investment

2.2 Project location (region, municipality and village)

2.3 Objectives,

2.4 The reasoning of need and investment opportunity

2.5 The compatibility between the measurable objectives and the project objectives should be noted. Clarifications for the general objectives and at least for one of the project objectives should be presented according to the following table:

Table 7. Harmonization of program objectives with those of the project

General and specific objectives	Project objectives (Mark "x" in the box next to the objective achieved)	Description of how the project aims to achieve the objectives (write in the squares of this column parallel to the sub-measure objective)
<i>Competitiveness</i>	<input type="checkbox"/>	
At least one of the following specific objectives:		
Specific measure and sub-measure objectives The project developer takes the measure and sub-measure objectives from the program and presents them in this column	<input type="checkbox"/>	

Table 9. Description of purchases/investments made through the project

No.	Name/type of equipment/machinery /services etc.	Unit (m ² , working days, kg, etc.)	Value without VAT	VAT	Total value with VAT	Percentage of public support
TOTAL						

Note: The technical characteristics of the machinery and equipment applying for must be stated

3 Implementation calendar (months) and main stages

The investment schedule expressed in values, months and activities.

Table 10. Time planning of investment execution

Type of investment and total cost (Euro)	Year (e.g. : 2022)		
	Month 1	Month 2	Month 3
e.g. soil preparation	5,000		
e.g. planting seedlings		15,000	
(e.g. holding system			8,000
E.g. Solar panels			

4 Production capacity

As to production capacity in addition to the capacity in physical units kg/ton, the applicant should present the projected monetary value for the projected production capacity and be harmonized with other parts/chapters where the financial data are presented.

A description of the production process applied to the planned investment must be provided.

If the production capacity and production process are not described, the application may be rejected.

A description of the technological workflow applicable to the project technology should be provided.

5 Market supply/sale

Table 12 Potential suppliers of the applicant

Potential suppliers of the applicant				
Name of supplier of raw materials/products/services (when the supplier is local, insert a "V" sign after the name)	Address	Supplying product and the approximate amount	Estimated value	% of the total distribution
1				
2				
N				

Table 13. Potential customers of the applicant

Potential clients of the applicant			
No.	Customer (name and address) when the buyer is local insert a "V" sign after the name	Value	% of sales
1			
2			
N			

Explanation: Applicants must have contracts with their potential customers to sell the product.

6 Competition and market strategy

Description of local and international competition. Description of the market strategy.

7 Investment financial details

Table 14. Detailed eligible and ineligible expenditures

Eligible expenditures	Public support	Private co-financing (Euro)	Total
Eligible investments			
...			
Administrative costs (for example: business plan)			
Ineligible investments			

TOTAL			
-------	--	--	--

8 Cash flow (inflows and outflows)

Inflows and outflows projection for 3 years after the finalization of the investment. The applicant must demonstrate that his/her household will be profitable and that cash will have no negative value in any month. The applicant should have in mind that only revenues from the sale of production as a result of the implementation of the project should be declared as revenues in this column, so do not write revenues from other sources such as revenues from other products, direct payments, loans, etc.

Also, when filling in the form for the collection of monitoring indicators (indicator), keep in mind that in the column - Type of indicator in the impact section columns:

The total value of revenues without the indicator impact project implementation form corresponds to the total value of revenues under the expenditure and revenue projection without project implementation in the return on investment (RoI) and

The total value of revenues with the indicator impact project implementation form corresponds to the total value of revenues under the expenditure and revenue projection if the project is implemented in the part of the return on investment (RoI).

Table 15. Cash flow for three years after the investment (Please use the excel spreadsheet published on the ADA website)

Cash flow						
Revenues			Expenditures		Balance (Euro)	
Date	Item	Value (Euro)	Item	Value (Euro)		
1			Main raw materials		If a negative value is presented in this column, the project must be rejected as ineligible	
			Labour force			
Month 1			Electricity, water			
			Transport/fuel			
			Maintenance and repairs			
			Loan instalments			
			New investments			
	Other		Other			
	Total	0.00	Total	0.00		0.00

Return on Investment - RoI / for rural development grants

Years	Expenditure and revenue projection without project implementation			Expenditure and revenue projection if the project is implemented (Euro)			The difference as a result of project implementation (Euro)				Value of private co-financing of eligible expenditures (Euro)	Return on Investment RoI (if all columns)
	The total value of production costs	The total	Profit	Total value of production costs	Total value of	Profit	Difference in	Difference in	Additional	Additional profit (cumulative)		
Year			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
2			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
3			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
4			0.00			0.00	0.00	0.00	0.00	0.00		0.00
5			0.00			0.00	0.00	0.00	0.00	0.00		0.00
6			0.00			0.00	0.00	0.00	0.00	0.00		0.00
7			0.00			0.00	0.00	0.00	0.00	0.00		0.00
8			0.00			0.00	0.00	0.00	0.00	0.00		0.00
9			0.00			0.00	0.00	0.00	0.00	0.00		0.00
10			0.00			0.00	0.00	0.00	0.00	0.00		0.00

Explanation:

You can and must write in white columns only



At least the number at the end of this column must be positive otherwise, the project must be rejected as ineligible because the additional profit does not cover the investment even after 10 years

Annex No. 5. Procurement Procedures
(to be attached to the Agricultural Development Agency contract for the beneficiaries)

1. General provisions applicable to all types of purchases

- No subcontractor contracted by the beneficiary may contract any other subcontractor for the performance of the contract;
- Purchases must comply with investments meeting the eligibility criteria set out in the business plan measures and guidelines e.g. in terms of return on investment, cash flow, etc.;
- Procurement procedures apply only to eligible investments. Procurement procedures are not mandatory for ineligible investments;
- There are 3 types of procedures: direct purchases, purchases with at least 3 bids and procurement-based selection by the public announcement (open tender);
- The purchase procedure to be applied depends on the purchase value; it is forbidden to divide purchases for the same type of goods, works or services in order to avoid the procedural rules applicable to a higher threshold;
- Bidders should not be in conflict of interest;
- Bidders will be excluded from awarding contracts; in case of distortion of the information requested by the beneficiary or if they fail to provide such information. Adherence to procurement rules is a mandatory condition for eligible expenditures. Therefore, the application file must contain the payment documents to prove the completion of the procurement procedures, see Annex 5.

2. Contract award criteria

Contracts should be awarded based on the following criteria:

A. **For supply of goods** - based on the lowest price;

B. **For construction** (it means the result of the construction or civil engineering project that in itself is sufficient to fulfil an economic or technical function covering both the design and execution) - based on the lowest price;

C. **For services** (studies or technical assistance) - based on the lowest price;

Definition of the conflict of interest

- Existence of relations between the beneficiary and the supplier (relatives, or joint shareholders in the bidding companies) or between the members of the Evaluation Committee.
- Joint ownership (as individuals or as shareholders) between the bidding suppliers.

3. Purchase procedures:

3.1 Direct purchases up to 10,000.00 Euro. Rules:

- The beneficiary can buy directly from the market;
- The purchase cost must comply with the thresholds set en masse;
- No contract signed between the user and the supplier is needed, except in the case of consulting costs;
- The beneficiary must request and receive a copy of the business registration certificate and a copy of the fiscal number certificate of the bidders.

3.2 Selection based on at least 3 bids for purchases of 10,000.01 Euro up to 60,000.00 Euro.

Rules:

- Purchases can only be made with at least 3 bids (price quotation);
- Bid costs must also comply with the thresholds set within the measures;
- In all cases, a contract must be signed between the beneficiary and the supplier;
- Invitations to bids, bids and contracts must comply with the provisions, details of which are presented within

- the technical project and the business plan;
- The beneficiary must send a call for bids, complying with the standard format - see Annex No. 1 of the Contract;
- Suppliers must register their bid in the log registry;
- The beneficiary must sign the statement of compliance with the rules for avoiding conflict of interest - see Annex No. 2 of the Contract;
- Bidders must sign the credible bidder statement - see Annex No. 3;
- The beneficiary decides on the award of the contract to the bidder and substantiates the reason for selection;
- The beneficiary must request and receive a copy of the business registration certificate and a copy of the fiscal number certificate of the bidders.

3.3 Procurement by the public announcement (open tender) - for purchases in the amount over 60,000.00 Euro

Rules:

- All provisions from point 3.2. must be complied with;
- The beneficiary must publish his/her interest in the purchase through an announcement in at least 1 national daily newspaper, but if the value is higher than €150,000, the tender must also be announced in the international media. In addition, the beneficiary has the right to send invitations directly to potential suppliers to ensure a better competition among the bids, but only on the same day when the tender is announced;
- The content of the public invitation must include all the information presented in Annex 1;
- The deadline for receiving bids must be at least 10 days; the beneficiary will establish an evaluation commission. This commission must have at least three members, with all the necessary technical and administrative capacities to give a valid opinion on the tenders;
- The evaluation commission must issue a reasoned decision for awarding the tender; The evaluation commission members must sign a statement of confidentiality and impartiality. See Annex 4;
- All applications for participation and tenders meeting the requirements must be evaluated and scored by the evaluation committee based on the selection and contract award criteria announced in advance;
- The beneficiary must request and receive a copy of the business registration certificate and a copy of the fiscal number certificate of the bidders.

Annex 1. of Procurement Procedures Invitation to Bid Submission

Name of the private beneficiary

Business registration number or personal identification number Fiscal number

Address

Land line. tel. /fax/e-mail No Date

To: Company name Accepted today:

No..... Date.....

First and last name:

Business registration no.....

Fiscal number.....

Signature

Invitation to bid submission (Form)

Dear Madam/Sir,

(Name of the beneficiary) invites you to submit your bid for (purchase type) the implementation of a project co-funded by MAFRD sub-measure \sub-measure code <measure/sub-measure and name> with the following title, project title, which will be implemented in the municipality <Name of the municipality>.

The selection for the criterion is (it should be mentioned according to the type of contract, as presented in point 2 of this document - Price awarding criteria);

The contract will consist of the purchase/acquisition of for the implementation of the above-mentioned project;

Type of contract: purchase of <services/goods/construction work>; Deadline for submission of bids: <date>, <time>.

Address where bids will be submitted

Date and time when the evaluation will start

Maximum purchase value

Please find attached the quantities, technical specifications/terms of reference for the requested bid (to be attached as presented within the technical project and, if applicable, within the business plan).

We are looking forward to your bid by the deadline and at the address mentioned above.

<First and last name of the legal representative of the beneficiary>

Signature, Place and date

Annex 2. Procurement Procedures

Statement

of compliance with the rules for avoiding conflict of interest

I, the undersigned, as a legal representative of the project, hereby state under the sanction of the Laws of the Agricultural Development Agency, that I comply with all the rules set out below:

1. There are no relations (relatives, or joint stockholders for each company) between the beneficiary (or beneficiary partners) and the tenderers (or tenderer's partners) who submit the bids;
2. There is no joint ownership (as individuals or as a shareholder) among the bidders from whom I received the bids.

First and last name of the legal representative of the beneficiary > Signature

Date

Annex 3. Procurement Procedures

Statement of the reliability of the bidder

I, the undersigned, as a legal representative of the project, hereby certify under the sanction of laws of the payment agency that I am not in one of the situations listed below:

bankruptcy or being liquidated, in cases administered by the courts, entered into an agreement with creditors, suspended business activities, subject to legal proceedings related to such matters, or in any similar situation arising under a similar procedure provided for in legislation or national regulations;

Convicted of any misconduct related to professional conduct through a final judgment (*res judicata*);
found guilty of serious professional misconduct proven by any means which the beneficiary may justify;

Failure to fulfil my obligations relating to the payment of social security contributions or the payment of taxes, in accordance with the legal provisions of the country in which I am established and in the country of the beneficiary;

I have been the subject of a final judgment (*res judicata*) for fraud, corruption, involvement in a criminal organization or any other illegal activity detrimental to Kosovo's financial interests;

I am currently subject to an administrative financial penalty issued by the Agricultural Development Agency responsible for subsidies and grants for agriculture and rural development in Kosovo.

Declared ineligible by the World Bank, Danida or the European Commission.

< First and last name of the legal representative of the beneficiary >

Place and date Signature

Annex 4. Procurement Procedures

Statement of confidentiality and impartiality

I, the undersigned, member of the Evaluation Commission for the purchase, according to the applied procedure <based on at least 3 bids or selection based on open tender for procurement organized by <name of the beneficiary>,>

I state under full responsibility, and the threat of sanctions under the Law on the Agricultural Development Agency, as follows:

- a) I do not have relatives or shares or business partners among the bidders and the Evaluation Commission;
- b) I am not a member of any committee, decision-making body or supervisor of bidders;
- c) I have no interest that could affect my neutrality when evaluating bids.

Also, I will fully engage in safeguarding the confidentiality of the content of the bid and the activity of the evaluation commission if that information can affect the legal rights, the property of the bidder or their trade secret.

< First and last name of the legal representative of the beneficiary >

Place and date

Signature

Documents to be submitted along with the payment request, depending on the procurement procedure

Document no.	*Value of the tender		
	Up to 10,000 Euro	10,000,01 – 60,000 Euro	More than 60,000,01 Euro
Procurement	a. Goods <input type="checkbox"/> b. Construction <input type="checkbox"/> c. Services <input type="checkbox"/>	a. Goods <input type="checkbox"/> b. Construction <input type="checkbox"/> c. Services <input type="checkbox"/>	a. Goods <input type="checkbox"/> b. Construction <input type="checkbox"/> c. Services <input type="checkbox"/>
1.	Statement <input type="checkbox"/>	- <input type="checkbox"/>	A copy of the advertisement published in the <input type="checkbox"/>
2.		At least three written calls completed, signed by the recipient (the bidder) (from Annex 1)	Completed written invitations, signed by the recipient (the bidder) Annex 1 - not mandatory - if the grant beneficiary decides on this
3.		Copies of the business registration certificate of all bidders (for at least 3 bidders)	Copies of the business registration certificate of all bidders (for at least 3 bidders)
4.		Copies of the bidder's fiscal number (for at least 3 bidders)	Copies of the bidder's fiscal number (for at least 3 bidders)
5.		Accepted bids (at least 3 bids)	Accepted bids (at least 3 bids)
6.		-	Decision on the establishment of an
7.		Statement on compliance with the rules for avoiding conflict of interest (Annex 2)	Statement on compliance with the rules for avoiding conflict of interest (Annex 2)
8.		Statement of reliability of the bidders (Annex 3)	Statement of reliability of the bidders (Annex 3)
9.		-	Statement on confidentiality and impartiality (Annex 4)
10.		Tender award report	Tender award report
11.		Contract signed with a bidder announced as the winner	Contract signed with a bidder announced as the winner

*Value and completeness of documents refers to one or more purchases - depending on the type of purchase (specific to services, goods or construction), each purchase may refer to one or more paid invoices.

Annex No. 6 Minimum National Standards for ARDP 2022

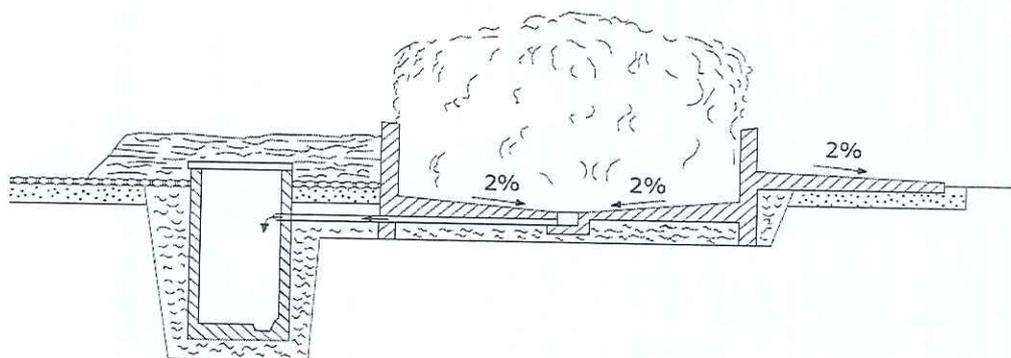
Table 1. Calculation of the necessary area for the fertilizer storage for 3 months/animal

<i>Animal species</i>	<i>Liquid. fertilizer (m³)</i>	<i>Solid fertilizer (m²)</i>
Calves/bulls	2.75	0,75
Dairy cows	5	1,5
Laying hens (for 1000 hens)		5
Pigs	0,375	

Fertilizer storage is not necessary for sheep and goats.

Depending on the type of holding and the method of removal of fertilizers, the fertilizer storage should meet the following conditions:

- The storage platform for solid fertilizer is surrounded by a concrete wall on three sides at a height of 1 m.
- The height of the thrown/collected fertilizer is calculated at 2 m.
- For every 20 m² of solid fertilizer surface, 1 m³ of liquid fertilizer tank should be provided (see sketch).
- The beneficiary should ensure that the liquid from the fertilizer does not reach the ground.
- The liquid fertilizer storage should be covered.
- The liquid fertilizer storage should be at least 10 m away from the water source.
- Both types of fertilizer storage should be constructed of waterproofing materials (e.g. pressed concrete, plastic, etc.).
- Depending on the type of maintenance and the method of removing fertilizer, the beneficiary must build one of the storage or both and this should be explained in the business plan.



Orientation sketch for the construction of solid manure storage

Minimum area for animals

For dairy cows:

Trough/box (rest area):

width = 120 cm, length = 170 cm provided that the height of the manger in comparison with the level of the trough is not higher than 30 cm

Trough: width = 60 cm,

The corridor between = 240 cm (in the width of the corridor the manger is not calculated)

The corridor behind the manger = 150 cm

Place for calves 1m²/for head

Farmer/investors have the right to apply larger areas, but not less.

Table 2. For calves and bulls for fattening:

Animal age	Up to 2 weeks	2-8 weeks	More than 8 weeks
Trough length		160 cm	170 cm
Trough width		100 cm	120 cm
Manger width	35 cm	45 cm	50 cm

If the cows are kept in the free system: for each cow, the manger must be provided in the above-mentioned size and the stable must be in the size of at least 10 m²/cow.

If the stable has a walking area for cows, its size must be at least 4.5 m²/cow.

All cow milk producers must have lacto-freeze or if they do not have it, they should file an application for lacto-freeze in the appropriate size for their production capacity.

Standards for laying hens in the cage:

Minimum technical conditions for improved cages (according to EU standards) for laying hens:

- The minimum surface of the cage should be at least 2,000 cm²,
- - 750cm²/laying hens of which 600 cm in height of 45 cm, with a nest, with part for walking of hens that has a drain and 15 cm sticks for the standing of hens, placed on the sidewalk,
- Access to food at least 12 cm per hen,
- The corridor between the cages minimum of 90 cm,
- Between the floor and the lower part of the cage must remain in the area of 35 cm

For laying hens kept on the floor space:

Maximum density: 33 kg laying hens/m²

as well as meeting the following conditions:

- Linear devices to provide at least 10 cm for the chicken, while for those round at least 4 cm per hen;
- Linear bowls for drinking water should provide at least 2.5 cm per hen or round bowls 1 cm per hen. When water is supplied with a pipette, for all 10 hens = 1 pipette.

Only for laying hens:

- At least one nest for all seven hens.
- If group nests are used, 120 hens should be provided with at least 1,2 m²

- 15 cm sticks for standing chickens, without sharp edges, raised above the carpet, and the horizontal distance between them should be at least 30 cm, while the distance between the sticks and walls should be at least 20 cm;
- at least 250 cm² carpets per hen, carpet occupies at least one-third of the floor area*.

Light

- ✓ For dairy cows and calves, the size of the window on the stable should be at least 5% of the floor area.
- ✓ For laying hens kept on the floor space, the size of the window on the stall should be at least 3% of the floor area.

*For more details see Regulation 1999/74/EC

Minimum standards for the health and welfare of sheep and pigs

When constructing a stable for sheep and goats, the following technical-technological conditions must be met, and calculated for an adult sheep/goat:

- The required floor area should be at least 1,5 m²
- The manger surface should be at least 0,15 m²
- The manger length should be 0,3 m
- The surface of ventilation spaces is 0,01 m²

A corridor with a width of at least 2 m should pass through the stable which ends on both sides with front doors allowing for unimpeded entry of the tractor.

The height of the side walls is at least three meters, over which ventilation is enabled, no massive concrete slab can be placed, but beams can be placed. The stable floor should be made of soil or any other material which enables the absorption of water or urine.

Lighting in sheep and goat stables during the day is provided through windows, the surface of which should be at least 5% of the floor area, while at least 60 lux/m² lightning should be provided at night.

Minimum standards for the health and welfare of pigs

The minimum surface area depends on the size of the animal:

Size of the animal (kg)	Surface area (m2)
Up to 10	0,15
> 10 to 20	0,2
> 20 to 30	0,3
> 30 to 50	0,4
> 50 to 85	0,55
> 85 to 110	0,65
>110	1,0

- Keeping sows tied is prohibited.
- Pigs should be provided with light, the intensity of at least 40 lux, for at least 8 hours per day.

For more details, see Regulation 2008/120/EC

In the case of investments in new orchards and vineyards, only grant beneficences, before signing the contract, should provide chemical and physical soil analyses, with a recommendation on eligibility for envisaged investments.

Annex No. 7 List of Documents Submitted

Table 1. LIST OF ELIGIBLE EXPENDITURES FOR MEASURE 1	
A	FRUIT SECTOR
1	<i>Investments for construction of new orchards and/or rehabilitation of existing orchards</i>
2	Works performed for planting seedlings and preparing the soil. Purchase of certified seedlings, maintaining system for seedlings with concrete or metal poles (wooden poles or other materials are not accepted) Purchase of fence materials with concrete or metal poles Works performed for installing a keeping fence system Infrastructure (poles, wires, fences, irrigation, anti-hail nets) for the existing orchards
B	<i>Investments for the installation of irrigation systems in orchards.</i>
1	Works performed by a third party on the opening of the well Purchase of irrigation pipes Purchase of water spraying devices (spraying) Purchase of pumps Purchasing of IT devices, including programs (software), Works performed by the third party for the installation of irrigation system
2	Equipment for supplying renewable and non-renewable energy, for the operation of irrigation systems and devices for control and monitoring
3	Purchase anti-hail nets, devices for the protection against birds and lightning protection devices Purchasing a maintaining system for anti-hail nets Works performed by the third party for the installation of anti-hail nets and their maintenance system
4	Construction or renovation of facilities for agricultural machinery and equipment, storage of fuels/lubricants, storage facilities for the protection of plant products, fertilizers and personal protective equipment
C	<i>Investments in machinery and agricultural equipment for orchard cultivation, plant protection, fertilizer distribution, harvesting and post-harvest treatment.</i>
1	Special tractors and cultivators for orchards Machines for the production of compost Vehicles and special trailers for harvesting Purchase of equipment and special machines for horticulture (sprayers, atomizers), fertilizer distribution devices, seeding, coating, harvesting, composting, etc.
2	Computer devices and software, including sensors that have connection only with acceptable devices for vineyard production units)

3	<i>Investments in the construction and improvement of post-harvest treatment facilities, facilities for machinery and agricultural equipment, warehouses for products for the protection of plants and artificial fertilizers</i>
4	<p>Construction of new warehouse or renovation of existing facilities or the purchase and installation of panels for permanent or temporary warehouses, warehouses with air conditioning, premises for cleaning, classification and packaging</p> <p>Purchase of machinery and equipment for refrigeration, cooling unit and refrigerator warehouses. Purchase of machines and devices for washing, cleaning, selection, classification, cutting, drying and labelling of fresh fruit.</p> <p>Purchase of transport equipment for use within the facility: forklift, trailer, containers, cranes, hand forklifts, trolleys or other transport or work equipment.</p> <p>Equipment for residue treatment and storage of residues (including composting)</p> <p>Building materials/components for installation of technical services and water supply, ventilation systems, heating/cooling systems, micro-climate conditions, energy production and energy supply and installation, drainage, sewage/reservoir, wastewater treatment, provision of additional hygienic and sanitary requirements (including storage of hygienic and sanitary products, as well as a zone for workers), administrative area (office) and installation equipment</p> <p>Purchase of computers, special programs and computers, as well as special technological devices for inspection, monitoring, registration, cooling control, etc.</p>
VEGETABLE SECTOR	
A	Investments in the construction and modernization of permanent greenhouses and seedling greenhouses
1	Construction of greenhouse with plasmas, polycarbonate (Plexiglas) or glass Construction materials/ components for construction/ renovation of greenhouses
2	<p>Special equipment for greenhouses, including seedling planting machines in buckets and filling, harvesting machines, ventilation systems, irrigation systems,</p> <p>Purchase of appropriate mechanism for cultivating vegetables in an open field or in greenhouses (machine for planting seedlings, machine for spreading the foil.)</p> <p>The machine for the production of compost</p> <p>Incubators for growing seedlings</p> <p>Purchase of computers, special programs and special technological devices for inspection, monitoring and registering, then systems for controlling cooling of a refrigerated vehicle etc.</p>
3	<p>Devices for the supply of renewable and non-renewable energy for the functioning of the irrigation system and equipment for control and monitoring</p> <p>Devices for heating greenhouses provided that they are economically profitable</p>
4	Purchase and installation of devices for provision of controlled air-conditioners and soil-less cultivation (soil-less)
5	Investments for installing or modernizing irrigation systems in greenhouses

	Works performed by a third party on the opening of the well, Water spraying devices (spraying), water pumps IT devices, including programs (software)
B	<i>Storage for fruits and vegetables</i>
1	Construction of new warehouses only with insulation panel and renovation of facilities for vegetable and potato treatment after harvesting, The building or renovation of existing facilities or purchase and installation of panels for permanent or temporary warehouses, potato storage facilities, and premises for cleaning, classification and packaging. Purchase of machinery and equipment for refrigeration, cooling unit and refrigerator warehouses. Purchase of machines and devices for washing, cleaning, selection, classification, cutting, drying, packing and labelling. Purchase of transport equipment for use within the facility: forklift, trailer, containers, van, cranes, hand forklifts, trolleys or other transport or work equipment. Construction of facilities for the machinery and agricultural equipment, storage facilities for pesticides and fertilizers
2	Materials for construction/components for installing technical services for water supply, ventilation systems, heating/cooling systems, micro-climate conditions, energy supply and installation, drainage, sewage/reservoir, wastewater treatment/water, water purification, Purchase of computers, special programs, as well as special technological devices for inspection, monitoring, registration, cooling control, etc.
3	Equipment for technical services (water supply, ventilation systems, heating/cooling systems, micro-climatic conditions, electrical installations, drainage, sewage/ reservoir, wastewater treatment, Equipment for the supply of renewable and non-renewable energy for the functioning the storage and equipment for control and monitoring Devices for the fulfilment of hygienic and sanitary conditions, including hygiene and sanitary facilities for workers, as well as cleaning of machines and equipment
4	Agricultural machinery (tractors, cultivators, multi-cultivators) and soil cultivation equipment, shearing, coating, mowing, crop protection devices (sprayers, atomizers, fertilizer distribution equipment and harvesting machines)
C	<i>Post-harvest treatment equipment</i>
1	Post-harvest treatment devices, for calibration, classification, cleaning, washing, drying, disinfection, devices for finding the metal, glass or other hard material. Fruit cutting, packing and labelling equipment. Appliances for precooling, cooling and refrigerator
2	Equipment for manipulation, loading, unloading, forklift, trailer, conveyor belt system, weighing device
3	Equipment and facilities for treatment of residues and storage of waste (including composting)

4	Quality monitoring equipment, control systems, finding, storing and distributing, computer equipment and software, including sensors
MILK PRODUCTION SECTOR	
<i>A</i>	<i>Constriction/renovation of the stable for dairy cows, sheep and oats</i>
1	Construction or renovation of stables and associated facilities, milking parlours and appropriate infrastructure. Construction or renovation of a closed, semi-open or open type stable. Construction or renovation of the milking parlours, premises for milk storage and milk cooling tank.
2	Investments in the modernization of milking and cooling devices and milk keeping, including a premise for milk and milk cooling tank. Milking devices, milking parlours, closed systems of milking, vacuum pumps and control systems, and milk measuring systems. System of milking cleaning apparatus
3	Construction or renovation of ancillary facilities such as storage with concentrated and extensive food, silage storage facilities, silos, including food preparation rooms, treatment and packaging. Construction of facilities and storage rooms for medicines, hygiene materials, veterinarians, workers' accommodation, etc. Investments for the removal, treatment and storage of manure, Construction or renovation of the storage for the collection of manure Tank/pit for liquid manure Mixing and extraction/pumping equipment for liquid manure The automatic manure removal equipment Pumps and ventilation systems for liquid manure Equipment for distribution of liquid manure (e.g. tanks) and solid manure.
4	Investments for installation of technical services for water supply, ventilation systems, heating/cooling systems, micro climate conditions, energy production and electricity supply, drainage, sewage networks/reservoirs, waste water/water treatment, brushes, weight measuring equipment, etc. Opening the well and purchasing the water pump. Opening the well and purchasing the water pump.
5	Investments for fencing farms, fertilization zone, movement control in nature, disinfection barriers, road access and farm roads to perform the necessary activities of the farm
6	Animal marking devices and the registration of data and computer devices and software, including sensors (relating only to acceptable devices for activities of farms dealing with milking)
7	Investments in milk collection stations: Construction, repair or extension of milk-receiving facilities

	<p>Milk cooling tank, refrigerators, boilers, fans, Tanks isolated with inox for transporting milk to dairies A milk quality measuring device such as a milk fat measuring device, PH, antibiotic residues, somatic cells, microorganisms, etc. Milk weighing scale, milking machine, inox bottle, strainer Generators for electricity production, power stabilizers, electrical devices for the production of renewable energy</p>
B	<i>Mechanization and agricultural equipment</i>
1	Agricultural machinery: mixer, TMR (total mix ratio), mowing machine, press, hay rake, silage mill, equipment for silage preparation on the farm, soil cultivation machine (tractors, cultivators, multi-cultivators), machine for planting, crops protection (sprayer, atomizers) for the distribution of fertilizer, mowing and cultivation of meadows (including bales).
GROUP OF INVESTMENTS FOR MEAT PRODUCTION	
A	<i>Construction/renovation of farm facilities for fertilization</i>
1	Construction/renovation of closed, semi-open or open type stable and ancillary facilities and appropriate infrastructure for fattening cattle.
2	<p>Construction or renovation of ancillary facilities such as storage with concentrated and extensive food, silage storage facilities, silos, including food preparation rooms, treatment and packaging.</p> <p>Construction of facilities and storage rooms for medicines, hygiene materials, veterinarians, workers' accommodation, etc. Investments for the removal, treatment and storage of manure, Construction or renovation of the storage for the collection and disposal of manure Tank/pit for liquid manure Mixing and extraction/pumping equipment for liquid manure The automatic manure removal equipment Pumps and ventilation systems for liquid manure Equipment for distribution of liquid manure (e.g. tanks) and solid manure.</p>
3	<p>Investments for installation of technical services for water supply, ventilation systems, heating/cooling systems, micro climate conditions, energy production and electricity supply, drainage, sewage networks/reservoirs, waste water/ water treatment, brushes, and weight measuring equipment.</p> <p>Opening the well and purchasing the water pump.</p>
4	Investments for fencing farms, fertilization zone, movement control in nature, disinfection barriers, road access and farm roads to perform the necessary farm activities

5	Animal marking devices and the registration of data and computer devices and software, including sensors (relating only to acceptable devices for activities of farms dealing with milking)
<i>B</i>	<i>Mechanization and agricultural equipment</i>
1	Agricultural machinery: mixer, TMR (total mix ratio), mowing machine, press, hay rake, silage mill, equipment for silage preparation on the farm, soil cultivation machine (tractors, cultivators, multi-cultivators), machine for planting, crops protection (sprayer, atomizers) for the distribution of fertilizers, mowing and cultivation of meadows (including bales). Devices for transport of broilers in a slaughterhouse (trailer, cages).
GROUP OF INVESTMENTS FOR GRAPE PRODUCTION	
<i>A</i>	<i>Investments for the construction/rehabilitation of vineyards</i>
1	Investments for the construction/rehabilitation of vineyards (planting, reversing, replacing) Works of a third party on the planting, preparation of soil except for fertilizing the land Purchase of certified seedlings Purchase of materials for maintaining the vineyard system Purchase materials for the fence Purchase of plasma for covering vines, only for table grapes Third-party work for the installation of the maintenance system and the fence
<i>B</i>	<i>Investments for installing or modernizing irrigation systems</i>
1	Investments for installing or modernizing irrigation systems in accordance with the practice of water and energy cost-efficiency Works performed by a third party on the opening of the well Purchase of irrigation pipes Purchase of water spraying devices (spraying) Purchase of pumps Purchasing of IT devices, including programs (software) Works performed by a third party for the installation of irrigation system
<i>C</i>	<i>Investments in installing anti-hail nets</i>
1	Purchase of anti-hail nets, Works performed by the third party for the installation of anti-hail nets and their maintaining system, fences and setting up a system of coating the vines with a plasma mass
<i>D</i>	<i>Investments in machinery and agricultural equipment for the cultivation of vineyards, plant protection, fertilization, harvesting and post-harvest treatment</i>
1	Special tractors and cultivators Vehicles and special trailers for harvesting Purchase of equipment and special machines for viticulture, distribution, planting, covering, composting, etc.

E	<i>Construction and improvement of facilities for vehicles and agricultural equipment, warehouses for products, pesticides and artificial fertilizers</i>
1	Construction of new warehouse or renovation of existing facilities or the purchase and installation of panels for permanent or temporary warehouses, warehouses with air conditioning, premises for cleaning, classification and packaging Purchase of machines and equipment for pre-cooling, cooling and refrigeration plant of a storage Purchase of machines and devices for washing, cleaning, selection, classification, cutting, drying and labelling Purchase of transport equipment for use within the facility: forklift, trailer, containers, van, cranes, hand forklifts, trolleys or other transport or work equipment Purchase of computers, special programs and computers, as well as special technological devices for inspection, monitoring, registration, cooling control, etc.
A	GROUP OF INVESTMENTS FOR EGG PRODUCTION
1	Construction/renovation of the stable for laying hens and ancillary facilities, as well as the adequate infrastructure on the farm Facilities for storing eggs, refrigerators, cooling devices
2	Investment in the cage, only in the case of meeting the EU standard
3	Construction or renovation of ancillary facilities such as food storage, including preparation, use and packaging of food
4	Investments in renewable energy production plants
5	Investments for the production of concentrates, 50% of which should be for the needs of the farm
6	Investments in machinery and equipment for egg treatment, marking machine, egg conveyor belts, for egg classification, only for farms with more than 15,000 laying hens
7	Investments in the system for removal, treatment and storage of fertilizers
	TOTAL COST OF MEASURE 1
A	<i>A list of total costs for preparing a business plan</i>
1	Payments of consultations for the preparation of a business plan, draft proposal, country analysis, water analysis and other necessary analyzes.
2	Payments for architects and engineers at the service of each planning phase: preparation of initial design, feasibility study, technical project, support projects, etc.
3	Other costs for collecting support documents such as a building permit, an environmental impact assessment and other necessary permits or Incenses.
B	<i>Total costs for project implementation</i>

1	Payments for consultations for providing technical assistance in project management during project implementation
2	Payments for architects and engineer services for building control
3	Payments for the provision of construction services
LIST OF ELIGIBLE WORKS FOR MEASURE 1	
1	<p>Activities related to demolition:</p> <ul style="list-style-type: none"> - demolition of existing buildings - transportation of materials to the nearest landfill - auxiliary activities
2	<p>Land works</p> <ul style="list-style-type: none"> - digging the humus surface - digging of the land - digging the foundation - digging the mound - raising and strengthening the base - transport of excavated material - auxiliary activities
3	<p>Concrete works</p> <ul style="list-style-type: none"> - construction of the concrete foundation - installation of necessary structures - installation of reinforcement - construction of concrete floor and cement mound - concrete works, landscaping, access to the road/full connection - installation of necessary prefabricated elements - opening of channel systems - auxiliary activities
4	<p>Block/brick works</p> <ul style="list-style-type: none"> - brick work - horizontal and vertical insulation of the building - plastering the attic and the walls of the building - fencing, landscaping, roads/road connections - installation of prefabricated elements - construction of smaller elements inside the building (drainage, ventilation system etc.) - auxiliary activities

5	<p>Woodworking</p> <ul style="list-style-type: none"> - construction of all elements related to a new building or adaptation of the old building - installation of timber construction (foundations, beams and roof construction) - construction works from wood such as floors, surface decoration, road fences - installation of smaller wooden constructions - auxiliary activities
4	<p>Insulation and facade works</p> <ul style="list-style-type: none"> - insulation - facade - installation of prefabricated elements - auxiliary activities
5	<p>Roof construction works</p> <ul style="list-style-type: none"> - installation of roof structures - roof covering/process of laying bricks/sheet metal and other materials - auxiliary activities
6	<p>Sheet metal works</p> <ul style="list-style-type: none"> - construction of a gutters - construction of an atmospheric sewage system - snow barriers - auxiliary activities
7	<p>Ceramic works</p> <ul style="list-style-type: none"> - preparation of the base for the installation of ceramic tiles - placement of ceramic tiles - final activities after placement of ceramic tiles - auxiliary activities
8	<p>Woodworking</p> <ul style="list-style-type: none"> - construction of windows, doors, wooden fences, stairs, etc. - construction of internal and external elements - auxiliary activities
9	<p>Works on storey construction</p> <ul style="list-style-type: none"> - creating a foundation for the storey - storey construction - final activities - auxiliary activities
10	<p>Varnishing/painting works</p> <ul style="list-style-type: none"> - painting of attics and walls - painting of wood and metal surfaces - auxiliary activities

11	<p>Metal works</p> <ul style="list-style-type: none"> - construction of metal elements - installation of metal structures - fencing (balconies, stairs, etc.) and fencing facility - installation of necessary metal prefabricated elements - auxiliary activities
12	<p>Stone works</p> <ul style="list-style-type: none"> - masonry with stones - stone coating/stone layers coating - masonry fence, arranging ambient with stone, access to road/road connections - installation of prefabricated elements - auxiliary activities
13	<p>Technical installations</p> <ul style="list-style-type: none"> - installation of electricity supply - installation of gas supply - installation of external and internal electrical installations - installation of drainage system - installation of the water supply system, placement of water tank, hydrophores etc. - installation of the internal and external sewage system that is connected with a secondary sewage system or septic tank/reservoir sewerage - septic tank/reservoir construction - installation of indoor sanitary appliances - installation of heating, ventilation, conditioned air systems and air/air conditioning systems (heating or cooling systems), - installation of water treatment devices and water purification stations - auxiliary activities
14	<p>Other activities</p> <ul style="list-style-type: none"> - construction of parking spaces - construction of a road network - decorating the environment (except for decorative plants) - other auxiliary activities
15	<i>List of eligible expenditures for installing the equipment</i>
16	Installing the acceptable equipment and machinery
17	Installing renewable energy devices (wind, solar, geothermal, bio-gas, etc.)
18	Installing computer devices and computer programs, including sensors

Annex No. 8 List of settlements (cadastral zones) in mountainous areas (“type A”)

The list (grouped by municipalities (in brackets) in alphabetical order of settlements) contains names of settlements in cadastral zones with an average altitude of over 700m. Since there are cadastral zones without settlements but which have potential beneficiaries, then these are presented in italic font (with the corresponding municipality in brackets).

Belle (Deçan)
 Deçan (Deçan)
 Hulaj (Deçan)
 Isniq (Deçan)
 Lëbushë (Deçan)
 Lloqan (Deçan)
 Pobërxhë (Deçan) Strelle
 i Epërm (Deçan) Voksh
 (Deçan)
 Baçkë (Dragash)
 Bellobradë (Dragash)
 Blaç (Dragash) Brezne
 (Dragash) Brod
 (Dragash) Brodosanë
 (Dragash) Brrut
 (Dragash)
 Buçë (Dragash) Buzez
 (Dragash) Dikancë
 (Dragash) Dragash
 (Dragash) Glloboqicë
 (Dragash) *Gllobošicë*
II (Dragash) Kapre
 (Dragash) Kërstec
 (Dragash) Kosavë
 (Dragash) Krushevë
 (Dragash) Kuk
 (Dragash) Kukjan
 (Dragash) Kuklibeg
 (Dragash)
 Leshtan (Dragash)
 Lubovishtë (Dragash)
 Mlikë (Dragash)
 Orqushë (Dragash)
 Plavë (Dragash)
 Pllajnik (Dragash)
Pllavë I (Dragash)
 Radesh (Dragash)
 Rapqë (Dragash)
 Restelicë (Dragash)
 Rrenc (Dragash)
Sainovac II (Dragash)
 Shajnë (Dragash)
 Vranishtë (Dragash)
 Xërxë (Dragash)
 Zaplluzhë (Dragash)

Zgatar (Dragash)
 Zlipotok (Dragash)
 Zym (Dragash)
 Burmik (Ferizaj)
 Jezerc (Ferizaj)
 Manastiricë (Ferizaj)
 Nerodime e Epërme
 (Ferizaj) Pleshinë
 (Ferizaj)
 Gërçinë (Gjakovë)
 Goden (Gjakovë)
 Koshajë (Gjakovë)
 Qerret (Gjakovë)
 Bresalc (Gjilan)
 Burincë (Gjilan)
Burinicë (Gjilan)
 Çelik (Gjilan) Dunav
 (Gjilan) Gadish
 (Gjilan) Goden
 (Gjilan) Kishnapolë
 (Gjilan) Lipovicë
 (Gjilan) Muçibabë
 (Gjilan) Ponesh
 (Gjilan) Shurdhan
 (Gjilan)
 Sllakoc i Epërm (Gjilan)
 Sllakoc i Poshtëm (Gjilan)
 Sllubicë (Gjilan)
 Stançiq (Gjilan)
 Vërbicë e Zhegocit
 (Gjilan)
 Zhegoc (Gjilan)
 Arllat (Glllogoc)
 Fushticë e Epërme
 Gradicë (Drenas)
 Kërzharekë (Drenas)
 Negroc (Drenas)
 Nekoc (Drenas)
 Sankoc (Drenas)
 Vuçak (Drenas)
 Badoc (Graçanicë)
 Dromjak (Hani i Elezit)
 Kërvenik (Hani i Elezit)
 Neçavc (Hani i Elezit)

Vërtomicë (Hani i Elezit)
 Cercë (Istog)
 Cërkolez (Istog)
 Istog i Poshtëm (Istog)
 Istog (Istog)
 Kaliqan (Istog)
 Lubozhdë (Istog)
 Mojstir (Istog)
 Shushicë (Istog)
 Sinajë (Istog)
 Studenicë (Istog)
 Suhogërlle (Istog)
 Uçë (Istog)
 Vrellë (Istog)
 Zhakovë (Istog)
 Gjocaj (Junik)
 Jasiq (Junik)
 Junik (Junik)
 Biçec (Kaçanik)
 Drenogllavë (Kaçanik)
 Gjurgjedell (Kaçanik)
 Glloboqicë (Kaçanik)
 Ivajë (Kaçanik) Korbliq
 (Kaçanik) Kotlinë
 (Kaçanik) Kovaçec
 (Kaçanik) Nikoc
 (Kaçanik) Runjevë
 (Kaçanik) Semajë
 (Kaçanik)
 Sllatinë (Kaçanik)
 Vatë (Kaçanik)
 Bratilloç (Kamenica)
 Busovatë (Kamenica)
 Dazhnicë (Kamenica)
 Desivojcë (Kamenica)
 Feriqevë (Kamenica)
 Gjyrishec (Kamenica)
 Gmicë (Kamenica)
 Gragjenik (Kamenica)
 Fushticë e Epërme
 (Kamenica) Kostadincë
 (Kamenica) Kranidell
 (Kamenica)
 Kremenatë I (Kamenica)
 Kremenatë II (Kamenica)

Krilevë (Kamenica)
 Lajçiçi (Kamenica)
 Lisockë (Kamenica)
 Marocë (Kamenica)
 Meshinë (Kamenica)
 Poliçkë (Kamenica)
 Rahovicë (Kamenica)
 Sedllar (Kamenica)
 Shahiq (Kamenica) Svircë
 (Kamenica) Tërstenë
 (Kamenica) Tugjec
 (Kamenica) Vaganesh
 (Kamenica) Velegllavë e
 Epërme (Kamenica)
 Velegllavë e Poshtme
 (Kamenica)
 Vriçec (Kamenica)
 Zajçec (Kamenica)
 Zhujë (Kamenica)
 Barë (Leposaviq)
 Bellobradë (Leposavic)
 Berberishtë (Leposavic)
 Bërzancë (Leposavic)
 Bistricë e Shalës
 (Leposavic)
 Borcan (Leposavic)
 Cerajë (Leposavic)
 Cërnotavë (Leposavic)
 Crven (Leposavic)
 Drenovë (Leposavic)
 Dubokë (Leposavic)
 Gërkajë (Leposavic)
 Gnezhdanë (Leposavic)
 Graniçan (Leposavic)
 Guli (Leposavic)
 Guvnishtë (Leposavic)
 Isevë e Ulët (Leposavic)
 Jellakcë (Leposavic)
 Kijevçiç (Leposavic)
 Koporiq (Leposavic)
 Kostin Potok (Leposavic)
 Krushçicë (Leposavic)

Ostraq (Leposavic)
 Pllakanicë (Leposavic)
 Pllaninicë (Leposavic)
 Potomilë (Leposavic)
 Qirkoviç (Leposavic)
 Rikovë (Leposavic) Rodel
 (Leposavic) Rucmanc
 (Leposavic) Simiçishte
 (Leposavic) Soçanicë
 (Leposavic) Trebiqe
 (Leposavic) Vraqevë
 (Leposavic) Zabërxhë
 (Leposavic) Zavrati
 (Leposavic) Zemanicë
 (Leposavic) Zërnosek
 (Leposavic) Akllap
 (Lipjan)
 Baicë (Lipjan) Brus
 (Lipjan) Bukovicë
 (Lipjan) Çellopek
 (Lipjan) Divlakë
 (Lipjan) Gadime e
 Epërme
 (Lipjan)
 Hanroc (Lipjan)
 Janjevë (Lipjan)
 Kleçkë (Lipjan)
 Krojmir (Lipjan)
 Lipovicë (Lipjan)
 Mirenë (Lipjan)
 Okosnicë (Lipjan)
 Plitkoviç (Lipjan)
 Resinoc (Lipjan)
 Shalë (Lipjan)
 Shashkoc (Lipjan)
 Shisharkë (Lipjan)
 Sllovi (Lipjan)
 Teçe (Lipjan)
 Tërbufc (Lipjan)
 Vogoçicë (Lipjan)
 Vrellë (Lipjan)
 Berishë (Malisheva)
 Lladroc (Malisheva)

Senik (Malisheva)
 Tërpezë e Poshtme
 (Malishevë)
 Tërpezë (Malisheva)
 Bajgorë (Mitrovica) Bare
 (Mitrovica) Batahir
 (Mitrovica) Broboniq
 (Mitrovica) Dedi
 (Mitrovica) Kaçandoll
 (Mitrovica) Koprivë
 (Mitrovica) Kovaçicë
 (Mitrovica) Kutlloc
 (Mitrovica) Lisicë
 (Mitrovica) Maxherë
 (Mitrovica) Mazhiq
 (Mitrovica) Melenicë
 (Mitrovica) Ovçar
 (Mitrovica) Rahovë
 (Mitrovicë) Rashan
 (Mitrovica) Rekë
 (Mitrovica) Rrezhanë
 (Mitrovica) Selac
 Mitrovica)
 Stantërg (Mitrovica)
 Stranë (Mitrovica)
 Tërstenë (Mitrovica)
 Tunel i Parë (Mitrovica)
 Vidishiç (Mitrovica)
 Vidomiriç (Mitrovica)
 Vllahi (Mitrovica)
 Zabërxhë (Mitrovica)
 Zijaqë (Mitrovica)
 Bolec (Novoberda)
 Bostan (Novoberda)
 Bushincë (Novoberda)
 Carevc (Novoberda)
 Dragancë (Novoberda)
Irzniq II (Novoberda)
 Izvor (Novoberda)
 Jasenovik (Novoberda)
 Kllobukar (Novoberda)
 Kosaç (Malisheva)
 Kufcë e Epërme

Lloznë (Leposavic)
 Majdevë (Leposavic)
 Miokoviç (Leposavic)
 Moshnicë (Leposavic)

Lladroviç (Malisheva)
 Millanoviç (Malisheva)
 Ngucat (Malisheva)

(Novoberda) Llabjan
 (Novoberda) Makresh
 i Epërm (Novoberda)

Makresh (Novoberda)	i	Ulët	Dumnicë (Podujeva)	e	Epërm	Llukar (Prishtina)	Makoc
(Novoberda)		Manishincë	(Podujeva)		Dvorishtë	(Prishtina)	Marec
(Novoberda)		Miganoc	(Podujeva)		Dyz	(Prishtina)	Mramor
(Novoberda)		Mozgovë	(Podujeva)		Hërticë	(Prishtina)	Nishec
(Novoberda)		Novobërdë	(Podujeva)		Kalaticë	(Prishtina)	Prapashticë
(Novoberda)		Parallovë	(Podujeva)			(Prishtina)	Radashec
(Novoberda)		Prekoc	Kërpimeh (Podujeva)			(Prishtina)	Rimanishtë
(Novobërdë)		Strazhë	Kushevicë (Podujeva)			(Prishtina)	Sharban
(Novoberda)		Tërniqec	Lladoc (Podujeva)			(Prishtina)	Siqevë
(Novoberda)		Tirincë	Lupç i Epërm (Podujeva)			(Prishtina)	Slivovë
(Novoberda)		Zebincë	Metehi (Podujeva)			(Prishtina)	Sofali
(Novoberda)		Bellopaq	Metergoc (Podujeva)			(Prishtina)	Zllash
(Peja)			Muhazob (Podujeva)			(Prishtina)	Zllatar
Bellopojë (Peja)			Murgull (Podujeva)		Orllan	(Prishtina)	Dojnicë
Bogë (Peja)			(Podujeva)		Pakashticë e	(Prizren)	Drajçiq
Breg i Zi (Peja)			Epërm (Podujeva)			(Prizren)	Gërçar
Drelaj (Peja)			Pakashticë e		Poshtme	(Prizren)	Gornjasellë
Dugaivë (Peja)			(Podujeva)		Përpellac	(Prizren)	Gorozhup
Haxhaj (Peja)			(Podujeva)		Pollatë	(Prizren)	Jabllanicë
Jabllanicë e Madhë (Peja)			(Podujeva)		Popovë	(Prizren)	Jeshkovë
Jabllanicë e vogël (Peja)			(Podujeva)		Potok	(Prizren)	Kabash
Koshutan (Pejë) Kuqishtë			(Podujeva)		Rakinicë	(Prizren)	
(Peja)			(Podujeva)		Reçicë	Karashëngjergj (Prizren)	
Lëvoshë (Peja) Lipë			(Podujeva)		Repë	Kushnin (Prizren)	
(Peja)			(Podujeva)		Revuq	Kushtendill (Prizren)	
Llaz-Bellopaq (Peja)			(Podujeva)		Shajkoc	Leskovec (Prizren)	
Lubeniq (Peja) Malaj			(Podujeva)		Sllatinë	Lez (Prizren) Llokvicë	
(Peja) Novosellë			(Podujeva)		Surdull	(Prizren) Lubinjë e	
(Peja) Peja (Peja)			(Podujeva)		Sylevicë	Epërme (Prizren)	
Pepiq (Peja)			(Podujeva)			Lubinjë e Poshtme	
Rekë e Allagës (Peja)			Turuçicë (Podujeva)			Lubiqevë (Prizren)	
Shkrel (Peja)			Velikarekë (Podujeva)			Lubizhdë e Hasit	
Shtupeq i Madh (Peja)			Zhiti (Podujeva)			(Prizren) Manastiricë	
Shtupeq i Vogël (Peja)			Novosellë (Prishtina)			(Prizren) Milaj	
Stankaj (Peja)			Ballaban (Prishtina)		Busi	(Prizren) Muradem	
Balloçë (Podujeva)			(Prishtina)		Dabishec	(Prizren)	
Barainë (Podujeva)			(Prishtina)		Dragoc	Mushnikovë (Prizren)	
Bërvenik (Podujeva)			(Prishtina)		Gillogovicë	Nebregoshtë (Prizren)	
Billatë (Podujeva)			(Prishtina)		Grashticë	Novosellë (Prizren)	
Bradash (Podujeva)			(Prishtina)		Hajkobillë	Pllanejë (Prizren)	
Brainë (Podujeva) Breçë			(Prishtina)		Keçekollë	Pllanjan (Prizren)	
(Podujeva) Dobërdol			(Prishtina)		Koliq	Pouskë (Prizren) Reçan	
(Podujeva) Dobratin			(Prishtina)		Kolovicë	(Prizren) Skrobishtë	
(Podujeva)			(Prishtina)		Kukavicë	(Prizren) Sredskë	
			(Prishtina)			(Prizren)	

Struzhë (Prizren)	Javor (Suhareka) Kotorr	Kurillovë (Vushtrri)
Vërbiqan (Prizren)	(Skenderaj) Kozhicë	Pasomë (Vushtrri) Shalë
Zhivinjan (Prizren)	(Skenderaj) Krasaliq	(Vushtrri) Shlivovicë
Zhur (Prizren) Zatriq	(Skenderaj) Krasmiroc	(Vushtrri) Skoçan
(Rahovec) Bozhec	(Skenderaj) Krushicë e	(Vushtrri) Skromë
(Ranillug) Rajnoc	Epërme (Suhareka)	(Vushtrri) Sllakoc
(Ranillug) Beroc	<i>Krushicë e Epërme</i>	(Vushtrri) Strofc
(Shterpce) <i>Berofc II</i>	<i>(Suhareka)</i>	(Vushtrri) Vesekoc
<i>(Shterpce)</i>	Kuçicë (Skenderaj)	(Vushtrri) Zagorë
Biti e Epërme (Shterpce)	Lluzhnicë (Suharekë)	(Vushtrri) Zhilivodë
Biti e Poshtme (Shterpce)	Lubavec (Skenderaj)	(Vushtrri) Babiq (Zubin
Brezovicë (Shterpce) Brod	Maqitevë (Suhareka)	Potok) Babudovicë
(Shterpce)	Mushtisht (Suharekë)	(Zubin Potok)
Drekoc (Shterpce) Firajë	Papaz (Suhareka)	Banjë (Zubin Potok) Bërnjak
(Shterpce) Gotovushë	Popolan (Suharekë)	(Zubin Potok) Bojnoviçe
(Shterpce) Izhancë	Prelloc (Skenderaj)	(Zubin Potok) Breg i Madh
(Shterpce) Jazhincë	Radishevë (Skenderaj)	(Zubin Potok)
(Shterpce) Kashtanevë	Runik (Skenderaj)	Bube (Zubin Potok)
(Shterpce) Sevcë	Syriganë (Skenderaj)	Burllatë (Zubin Potok)
(Shterpce)	Tërnavc (Skenderaj)	Çabër (Zubin Potok)
Shterpce(Shterpce)	Vërshec (Suharekë)	Çeçevë (Zubin Potok)
Sushicë (Shtërpçë)	Vitak (Skenderaj)	Çeshanoviq (Zubin
Vërbeshiticë (Shterpce)	Vraniq (Suharekë)	Potok)
Viqë (Shterpce) Belincë	Ballancë (Viti) Buzovik	Çitlluk (Zubin Potok)
(Shtime) Caralevë	(Viti) Debelldeh (Viti)	Crepulë (Zubin Potok)
(Shtime) Devetak	Goden i Madhë (Viti)	Dobroshevinë (Zubin Potok)
(Shtime) Dugë (Shtime)	Letnicë (Viti) Lubishtë	Dragalicë (Zubin Potok)
Karaqicë (Shtime)	(Viti)	Drainoviq (Zubin Potok)
Llanishtë (Shtime)	Mjak (Viti) Shashare	Dren (Zubin Potok) Gazivodë
Mollopolc (Shtime)	(Viti)	(Zubin Potok) Jabukë (Zubin
Petrovë (Shtime)	Stubëll e Epërme (Viti)	Potok) Jagnjenicë (Zubin
Pjetershticë (Shtime)	Stubëll e Poshtme (Viti)	Potok) Jasenovik i Epërm
Rancë (Shtime)	Vërnakollë (Viti) Vërnez	(Zubin Potok)
Reqak (Shtime) Topillë	(Viti)	Jasenovik i Poshtëm
(Shtime) Zborc	Beçuk (Vushtrri)	(Zubin Potok) Junakë
(Shtime) <i>Krajicë</i>	Boshlan (Vushtrri)	(Zubin Potok)
<i>(Skendaraj)</i> Bajë	Ceceli (Vushtrri) Duboc	Kalludër e Madhë (Zubin
(Skenderaj) Bllacë	(Vushtrri) Dumnicë e	Potok)
(Suhareka) Budakovë	Epërme (Vushtrri)	Kalludër e Vogël (Zubin
(Suharekë) <i>Bukosh II</i>	Gracë (Vushtrri)	Potok)
<i>(Suhareka)</i> Çadrak	Gumnishtë (Vushtrri)	Kërligatë (Zubin Potok)
(Suhareka) Çubrel	Karaçë (Vushtrri) Kollë	Kijevc (Zubin Potok) Kleçkë
(Skenderaj) Delloc	(Vushtrri) Kunovik	(Zubin Potok)
(Suhareka) Greiçec	(Vushtrri)	
(Suhareka)		

Kobillogllavë (Zubin Potok)	Potok i Jankut (Zvecan)
Kopilloviq (Zubin Potok)	Rahovicë (Zvecan)
Kovaçë (Zubin Potok)	Rudinë (Zvecan) Vilishtë
Kozarevë (Zubin Potok)	(Zvecan) Zhazhë
Lluçkarekë (Zubin Potok)	(Zvecan)
Megjipotok (Zubin Potok)	
Okllac (Zubin Potok) Padinë	
(Zubin Potok) Paruc (Zubin	
Potok) Prelez (Zubin Potok)	
Presekë (Zubin Potok)	
Prevllak (Zubin Potok)	
Pridvoricë (Zubin Potok)	
Rançiq (Zubin Potok)	
Rezallë (Zubin Potok)	
Rujishtë (Zubin Potok)	
Shipovë (Zubin Potok)	
Shtuoc (Zubin Potok)	
Stërnac i Epërm (Zubin	
Potok)	
Tushiqë (Zubin Potok)	
Uglar (Zubin Potok)	
Varragë e Epërm (Zubin	
Potok)	
Varragë e Poshtme	
(Zubin Potok) Vërbë	
(Zubin Potok)	
Vitakovë (Zubin Potok)	
Vojmisliq (Zubin Potok)	
Vukojeviq (Zubin Potok)	
Zagragjë (Zubin Potok)	
Zagul (Zubin Potok)	
Zeqeviç (Zubin Potok)	
Zharevë (Zubin Potok)	
Zubin Potok (Zubin Potok)	
Banovdoll (Zvecan)	
Grizhan (Zvecan) Izvor	
(Zvecan) Kamenica	
(Zveçan) Kullë (Zvecan)	
Lipovicë (Zvecan)	
Llokvë (Zvecan) Llovac	
(Zvecan) Mekidoll	
(Zvecan)	

Annex No. 8/2. List of settlements (cadastral zones) in mountainous areas (“type B”)

The list (grouped by municipalities (in brackets) in alphabetical order of settlements) contains names in Albanian of settlements in cadastral zones with an average altitude of over 600m, where at least 20% of the surface has a slope of at least 10%.

Batushë (Gjakova)	Kajkovë (Leposavic)	Vuçë (Leposavic)
Ponoshec (Gjakova)	Kalin (Leposavic)	Billushë (Prizren)
Popoc (Gjakova)	Kërnin i Epërm (Leposavic)	Korishë (Prizren)
Inatoc (Gjilan) Pidiq (Gjilan)	Krushevë (Leposavic) Kutnje (Leposavic) Leposavic	Kabash (Viti) Novosellë (Viti) Bajnjskë (Zvecan)
Pustenik (Hani i Elezit)	(Leposavic) Leshak	Boletin (Zvecan)
Bob (Kacanik)	(Leposavic) Mekiniqe	Bresnicë (Zvecan)
Gajre (Kacanik)	(Leposavic) Mihaliq	Joshevik (Zvecan) Lipë (Zvecan)
Kacanik (Kacanik)	(Leposavic)	Rekë e Banjskës (Zvecan)
Llanishtë (Kacanik)	Popoc (Leposavic)	Rudar i Madh (Zvecan) Rudar i Vogël (Zvecan) Sërboc (Zvecan)
Hajnoc (Kamenica)	Rëvatskë (Leposavic)	Suhadoll i Banjës (Zvecan)
Strezoc (Kamenica)	Seoc (Leposavic)	
Bistricë (Leposavic)	Sllatinë (Leposavic)	
Borovë (Leposavic)	Trikosë (Leposavic)	
Desetak (Leposavic)	Tvergjan (Leposavic)	
Dren (Leposavic)	Ulinje (Leposavic)	
Jarinje (Leposavic)	Vitanovic (Leposavic)	
Jashanicë (Leposavic)		

Annex No. 9 Payment Request

PAYMENT REQUEST MEASURE 1, Sub-measure	
I. Applicant's data	_____ (First and last name or enterprise)
	Region:
	Municipality:
	Residence:
	Address:
	Phone:
	E-mail:
	Website:
Project title
III. Project unique identification number (UIN)
<i>Only for official use (this section is to be filled in by the regional official):</i>	
Unique identification number (UIN) of the request for payment:	
<i>Only for official use (this section is to be filled in by a regional official):</i>	
IV. Submission	(dd/mm/yyyy)
IV. Submission	(dd/mm/yyyy)
V. Submission time	(hour and minute, to be completed only if a payment request is complete)

VI. Payment request is completed	<input type="checkbox"/> YES	<input type="checkbox"/> NO
VII. Farm Registration Number (FRN):		
VIII. Business registration number for enterprise:		
IX. For all applicants:		
Bank	Bank name:	
	IBAN:	
	Current account no:	
	Address:	
_____		(First and last name and signature of the official)
X. Statements		
By signing this payment request I hereby declare:		
<ol style="list-style-type: none"> 1) All the data and documents submitted with this payment request are true. 2) The investments included in the payment request are actually executed. 3) The costs for which I require payment are listed in the costs table of this request. 4) I did not receive any other public financial support for the same investment. 5) have no outstanding debts towards public institutions. 6) I agree that the Ministry of Agriculture, Forestry and Rural Development publishes the following project information - beneficiary name, the location of the investment, the amount of support and the total amount of the costs. 7) All accounts are paid and the prices are realistic. 8) I fully complied with the procurement procedure as described in Annex to the Contract I signed with ADA. 9) I am aware that the presentation of untrue data is punishable by applicable laws. 		
XII. Data / Signature		
(Seal of the enterprise)		
Day — month — year	(First and last name and signature)	

Note: The beneficiary completes white fields only

Attached documents /Please mark with * /✓/ and document them according to this schedule at the end of the payment request

1. General documents

1. Copy of valid ID card of the Republic of Kosovo (for natural persons) or copy of business registration certificate (for legal entities), a document proving who is entitled to sign on behalf of the company	<input type="checkbox"/>
2. Authorization certified by a notary (in case the request is submitted by an authorized person)	<input type="checkbox"/>
3. Copy of the valid ID card of an authorized person (in case the request is submitted by authorized person)	<input type="checkbox"/>
4. Copy of valid bank account	<input type="checkbox"/>
5. Original invoices proving the expenses incurred	<input type="checkbox"/>
6. Payment order (in case of payment through a bank over €500) / fiscal coupon (in case of cash payment below €500) which is attached to the invoice and shows that the beneficiary made a payment	<input type="checkbox"/>
7. Certificate that the beneficiary has attended the trainings (for beneficiaries who have no experience)	
8. A bank account statement that includes a payment period indicating that the beneficiary made payments (in cases where payments were made by a bank transfer)	
9. Animal certification (cows, calves, pigs, sheep or goats) at the end of the investment with a matrix number from the Animal Identification Register,	<input type="checkbox"/>
10. Consultancy invoice (indicate in the invoice, company name, name of the responsible person and occupation)	<input type="checkbox"/>
11. Evidence of holding 20 hours of training in the benefiting area.	
Only for construction projects	
12. Construction permit issued by the competent municipal authority;	<input type="checkbox"/>
13. . Proof of environmental impact assessment, if provided for by law	<input type="checkbox"/>

Documents related to procurement procedures	
Type of purchase and procedures applied	
1. Call for application	<input type="checkbox"/>
2. Copy of the invitation for submission of the bidder with the signature of the bidder/company or a copy of the published newspaper	<input type="checkbox"/>
3. Statement of compliance with the rules for avoiding conflict of interest	<input type="checkbox"/>
4. A statement signed for reliable bidders of procurement procedures	<input type="checkbox"/>
5. Bid form Business registration certificate of all bidders Fiscal number register certificate for all bidders;	<input type="checkbox"/>
6. Signed statement of confidentiality and impartiality if required	<input type="checkbox"/>
7. Evidence of payment of contributions (personal income tax and pension contributions) at least 1 month before the payment request	
8. Substantiated tender award decision (in case of selection based on at least 3 bids the decision is made by the grant beneficiary while in case of selection by public procurement the decision is made by the Selection Committee)	<input type="checkbox"/>
9. Evaluation report for goods	<input type="checkbox"/>
10. Evaluation report for services	<input type="checkbox"/>
11. Contract signed between the grant beneficiary and the winning bidder	<input type="checkbox"/>

2. Specific documents

<u>SUB-MEASURE: 1. 1 Fruits</u>	
1. Proof that the farmer is supplied with seedlings material by a company (entity), licensed as a producer or importer of fruit seedlings by MAFRD	<input type="checkbox"/>
2. Proof confirming the import of seedlings from the EU country, (if the recipient has decided to plant EU seedlings).)	<input type="checkbox"/>
3. Proof of health status of seedlings (phytosanitary certificate);	<input type="checkbox"/>
<u>SUB-MEASURE: 1. 6 Grapes</u>	
1. Proof that the farmer is supplied with seedlings material by the company (entity), that it is licensed by MAFRD as a producer or importer of grape seedlings.	<input type="checkbox"/>
2. Proof of the health status of seedlings (phytosanitary certificate) produced and certified in the European Union.	<input type="checkbox"/>

Note: In case the payment request is made after the deadline elapses, fill in - Note - Belated

Cost table by the payment request

Unique identification number (UIN) of the payment request:

№	Type of expenditures	Quantity		Unit price without VAT /Euro/	Unit price with VAT /Euro/	Total amount without VAT /Euro/	Total amount with VAT /Euro/	Invoice number	Invoice date	Authorized support / Euro /
		Measuring unit	Quantity							
1	2	3	4	5	6	7	8	9	10	11
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
...										
Total amount:										

Note: the spaces highlighted in the table above should only be filled in by the officials of Agricultural Development Agency/Agency in the table above should be completed only by officials of Agricultural Development Agency/Agency

Annex No. 10 Evaluation Report

The evaluation report is sent to the farmer/applicant via SMS.

Annex No. 11 Complaint Form for Farmers

First and last name _____ Residence _____ municipality _____

I hereby file a complaint against decision no.: _____ Dated _____

Rural Development Projects: *Sector:*

- | | | |
|--|--|--|
| <input type="checkbox"/> Fruits processing | <input type="checkbox"/> Vegetables processing/Greenhouses | <input type="checkbox"/> Milk processing |
| <input type="checkbox"/> Meat processing (calves/pigs) | <input type="checkbox"/> Vine production | <input type="checkbox"/> Egg production |

Application no. _____

Grounds for complaint

Note: Attach the documents you are contesting

Signature _____

Annex No. 12 Contacts and Information Points for Submission of Application

Contacts and information points regarding the application

ADA/MAFRD			
Address: Str. Ukshin Hoti 10000, Prishtina (Ramiz Sadiku Complex)			
Monday to Friday: from 10:00-12: 00 hrs and 13:00-15:00 hrs			
Every working day from 08:00 to 16:00 hrs			
No.	Region	Address	Phone
1	Prishtina	Industrial Zone - Fushe Kosova, (opposite to Maxi-Market)	038 601 169
2	Mitrovica	“Mbretëresha Teutë” n.n.	028 522 501
3	Peja	Agricultural Institute “Fidanishtja”	039 431 276
4	Gjakova	Str. “Marin Barleti” no. 2, floor III.	0390 320 992
5	Prizren	Str. “Avni Rustemi” 159	029244793
6	Ferizaj	“Dëshmorët e Kombit” n.n.	0290 324 661
7	Gjilan	Bulevardi i Pavarësisë (Rr. E Ferizajt, Soliteri / floor I)	0280 326 106

Annex No. 13 Form for collection of monitoring indicators

Measure 1, sector - 1.1 Fruit trees 1.1 a) walnuts, hazelnuts 1.2 Mulberries and 1.10 Grape production - Year 2022

Municipality _____

Collection of project indicators _____

Applicant _____

Farm identification number

--	--	--	--	--	--	--	--

Indicator type	Indicator	Data provided by the applicant		Control by AAB
		Yes	No	
Input	The total value of public support (Euro)			<input type="checkbox"/>
Output	*Total investment volume (Euro), as follows:			<input type="checkbox"/>
	1. Establishment of new orchards ¹			<input type="checkbox"/>
	2. Support to orchard infrastructure			<input type="checkbox"/>
	New company	Yes	No	<input type="checkbox"/>
	Young farmer (under 40 years old)	Yes	No	<input type="checkbox"/>
	Woman	Yes	No	<input type="checkbox"/>
Result	The farm will increase production capacity	Yes	No	<input type="checkbox"/>
	New products and/or technologies will be applied	Yes	No	<input type="checkbox"/>
	Renewable energy will be produced at the farm	Yes	No	<input type="checkbox"/>
	Investments in post-harvest activities	Yes	No	<input type="checkbox"/>
	Existing area with orchards, mulberries or grapes (ha)			<input type="checkbox"/>
	Area of new orchards with fruit trees, mulberries or grapes (ha)			<input type="checkbox"/>
	Improvement of the infrastructure in existing orchards (ha)			<input type="checkbox"/>
	Investments in storing warehouses (tons/year)			<input type="checkbox"/>
¹⁰ Impact	The total value of revenues without project implementation (€/year)			<input type="checkbox"/>
	The total value of revenues in the first year with project implementation (€/year)			<input type="checkbox"/>
	Number of full-time employees in the last year before the project implementation (FTE)			<input type="checkbox"/>
	**The number of additional full-time employees, as a result of the investment, in the first year after the implementation of the project			<input type="checkbox"/>

The total amount of investments includes eligible costs (public funds and private co-financing of eligible expenditures) and ineligible expenditures ** Full Time (Full Time Equivalent-FTE) = 225 working days per year.

Measure 1, Sector 1.3 vegetables and greenhouses 1.3a) Seedling greenhouses 1.4 Warehouses for storage of fruits and vegetables (including potatoes) - 2022

¹In the case of orchards, revenues and new jobs must be counted from the year when the orchard reaches the intended production.

Municipality _____

Collection of project indicators _____

Applicant _____

Farm identification number

--	--	--	--	--	--	--	--

Indicator type	Indicator	Data provided by the applicant		Control by AAB
		Yes	No	
Input	The total value of public support (Euro)			<input type="checkbox"/>
Output	*Total investment volume (Euro), as follows:			<input type="checkbox"/>
	1. for the construction of the new greenhouse			<input type="checkbox"/>
	2. seedling greenhouse			<input type="checkbox"/>
	3. storage for fruits, vegetables and potatoes			<input type="checkbox"/>
	New company	Yes	No	<input type="checkbox"/>
	Young farmer (under 40 years old)	Yes	No	<input type="checkbox"/>
	Woman	Yes	No	<input type="checkbox"/>
Result	The farm will increase production capacity	Yes	No	<input type="checkbox"/>
	New products and/or technologies will be applied	Yes	No	<input type="checkbox"/>
	Renewable energy will be produced at the farm	Yes	No	<input type="checkbox"/>
	Investments in post-harvest activities	Yes	No	<input type="checkbox"/>
	Greenhouse size (m ²)			<input type="checkbox"/>
	Area with infrastructure with vegetables and potatoes in the open field (ha)			<input type="checkbox"/>
Impact	The total value of revenues without project implementation (€/year)			<input type="checkbox"/>
	The total value of revenues in the first year with project implementation (€/year)			<input type="checkbox"/>
	Number of full-time employees in the last year before the project implementation (FTE)			<input type="checkbox"/>
	**The number of additional full-time employees, as a result of the investment, in the first year after the implementation of the project (FTE)			<input type="checkbox"/>

The total amount of investments includes eligible costs (public funds and private co-financing of eligible expenditures) and ineligible expenditures

** Full Time (Full Time Equivalent-FTE) = 225 working days per year.

Measure 1, sector 1.7 Milk production/cows 1.8 Milk production/sheep and goats 1.9 Collection stations, 2022
Municipality _____

Collection of project indicators _____

Applicant _____

Farm identification number

--	--	--	--	--	--	--	--

Indicator type	Indicator	Data provided by the applicant		Control by AAB
		Yes	No	
Input	The total value of public support (Euro)			<input type="checkbox"/>
Output	*Total investment volume (Euro), as follows:			<input type="checkbox"/>
	New company	Yes	No	<input type="checkbox"/>
	New farmer	Yes	No	<input type="checkbox"/>
	Woman	Yes	No	<input type="checkbox"/>
Result	The farm will increase production capacity	Yes	No	<input type="checkbox"/>
	New products and/or technologies will be applied	Yes	No	<input type="checkbox"/>
	Renewable energy will be produced at the farm	Yes	No	<input type="checkbox"/>
	It is planned to build a manure storage facility	Yes	No	<input type="checkbox"/>
	The number of cows will increase after the investment			<input type="checkbox"/>
	The number of sheep/goats will increase after the investment			<input type="checkbox"/>
	Collection points: An additional quantity of milk collected after the investment			<input type="checkbox"/>
Impact	The total value of revenues without project implementation (€/year)			<input type="checkbox"/>
	The total value of revenues in the first year with project implementation (€/year)			<input type="checkbox"/>
	Number of full-time employees in the last year before the project implementation (FTE)			<input type="checkbox"/>
	**The number of additional full-time employees, as a result of the investment, in the first year after the implementation of the project (FTE)			<input type="checkbox"/>

The total amount of investments includes eligible costs (public funds and private co-financing of eligible expenditures) and ineligible expenditures

** Full Time (Full Time Equivalent-FTE) = 225 working days per year.

Measure 1- sector 1.5 Meat production/calves, 1.6 pigs, 1.11 laying hens - 2022

Municipality _____

Collection of project indicators _____

Applicant _____

Farm identification number

--	--	--	--	--	--	--	--

Indicator type	Indicator	Data provided by the applicant		Control by AAB
Input	The total value of public support (Euro)			<input type="checkbox"/>
Output	*Total investment volume (Euro), as follows:			<input type="checkbox"/>
	1. Cattle			<input type="checkbox"/>
	2. Laying hens			<input type="checkbox"/>
	3. Pigs			<input type="checkbox"/>
	New company	Ye s	No	<input type="checkbox"/>
	Young farmer (under 40 years old)	Ye s	No	<input type="checkbox"/>
	Woman	Ye s	No	<input type="checkbox"/>
Result	The farm will increase production capacity	Ye s	No	<input type="checkbox"/>
	New products and/or technologies will be applied	Ye s	No	<input type="checkbox"/>
	Renewable energy will be produced at the farm	Ye s	No	<input type="checkbox"/>
	The farm for fattening calves, pigs and chickens will build manure storage	Ye s	No	<input type="checkbox"/>
	The farm will increase the number of	Cattle/calves		
Laying hens				<input type="checkbox"/>
Pigs				<input type="checkbox"/>
Impact	The total value of revenues without project implementation (€/year)			<input type="checkbox"/>
	The total value of revenues in the first year with project implementation (€/year)			<input type="checkbox"/>
	Number of full-time employees in the last year before the project implementation (FTE)			<input type="checkbox"/>
	**The number of additional full-time employees, as a result of the investment, in the first year after the implementation of the project (FTE)			<input type="checkbox"/>

The total amount of investments includes eligible costs (public funds and private co-financing of eligible expenditures) and ineligible expenditures ** Full Time (Full Time Equivalent-FTE) = 225 working days per year.

Annex No. 14 Business Plan - Financial Part

Return on Investment - RoI / for rural development grants

Kthimi i Investimeve - KI / për grantet e zhvillimit rural

Vitet	Parashikimi i shpenzimeve dhe të hyrave pa implementimin e projektit (euro)			Parashikimi i shpenzimeve dhe të hyrave nëse implementohet projekti (euro)			Dallimi si rezultat i implementimit të projektit (euro)				Vlera e bashkë-financimit privat të shpenzimeve të pranueshme (euro)	Kthimi i Investimit KI (nëse të gjitha rubrikat kanë vlerë pozitive KI është arritur)
	Vlera totale e shpenzimeve të prodhimit	Vlera totale e të hyrave	Profiti	Vlera totale e shpenzimeve të prodhimit	Vlera totale e të hyrave	Profiti	Dallimi në të hyra	Dallimi në shpenzime	Profiti shtesë	Profiti shtesë (pasqyrë kumulative)		
Viti 1			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
2			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
3			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
4			0.00			0.00	0.00	0.00	0.00	0.00		0.00
5			0.00			0.00	0.00	0.00	0.00	0.00		0.00
6			0.00			0.00	0.00	0.00	0.00	0.00		0.00
7			0.00			0.00	0.00	0.00	0.00	0.00		0.00
8			0.00			0.00	0.00	0.00	0.00	0.00		0.00
9			0.00			0.00	0.00	0.00	0.00	0.00		0.00
10			0.00			0.00	0.00	0.00	0.00	0.00		0.00

Skjarim:

Vetëm në rubrikat e bardha mund dhe duhet të shkruhet

Së paku numri në fund të kësaj kolone duhet të jetë pozitiv, përndryshe projekti duhet të refuzohet si i papranueshëm sepse profiti shtesë nuk e mbulon investimin as pas 10 vitesh



Annex No. 15 Promotion

All beneficiaries must follow the promotion rules set by the funding institution. All beneficiaries of grants from the Agriculture and Rural Development Program must post a table as presented in Annex No. 15 before requesting the final payment, at the place of investment. This table should be posted in a visible place, 100 cm x 50 cm in size, made of strong plastic, written in colour resistant to atmospheric impacts.



Annex No. 16 Code of Ethics for Consulting Companies

Recommendations to applicants: Code of Ethics for Consulting Companies

MAFRD or ADA shall not interfere in the contractual relationship between two private parties. However, we consider it important to make some recommendations:

- For the preparation of the application, the applicant shall not be obliged to engage a consulting company;
- The applicant shall decide for himself/herself whether to hire an advisor and which advisor to hire;
- In case of more complicated projects (e.g with business plan and construction), we advise the applicant to get specialized consultants;
Officials from the Agricultural Development Agency shall be prohibited from recommending certain advisers. In case of conflict of interest between the advisor and the Agricultural Development Agency, the application shall be rejected as attempted fraud and the official shall be punished by the laws of the country and the internal rules of ADA;
- The applicant shall sign a contract with the advisor before applying. The verbal agreement shall not suffice!
- Consulting costs shall be eligible if the project is selected and funded by ADA. The advisor must therefore issue a regular invoice and the applicant must pay it;
- In case the project is declared ineligible due to the consultant's fault, the applicant should not pay because the advisor must prepare only eligible projects;
- If the application is acceptable but does not have enough points, the advisor must be paid because he/she does not influence in determining the points;
- The applicant must take care to provide all the necessary documents promptly and attach them to his/her application. The advisor should check the completion of the application. The applicant may request assistance from the consultant in the implementation of the project if this is provided in the contract;
- The applicant shall not be allowed to change the consulting company after the selection of the project, because the eligibility of project preparation costs is related to the company that prepared the project.

Annex No. 17 Specific Conditions for the Construction of Greenhouses

Specific conditions for the construction of new greenhouses.

Greenhouses should not be welded

The material for the construction of greenhouses must be galvanized.

- The base must be made of concrete slab diameter Ø 450 mm and depth of 500 mm and one pipe diameter Ø 63 mm, and the thickness of the pipe wall must be at least 2 mm.
- Pillars and arches must be of galvanized pipe dimension of Ø 48 mm, and the thickness of the pipe wall must be at least 2 mm.
- Roof construction (reinforced arches) should be of pipes dimensions of Ø 26 x 2 mm.
- The lower part of the roof construction should be made of pipe diameter (dimensions) Ø 33 mm x 2 mm.
- The arches should be made of pipes diameter Ø 26 mm x 2 mm)
- The housing of the construction and the Xs as reinforcements should be made of the pipe diameter Ø 33 mm x 2 mm.
- Doors should be placed on the front with nylon or polycarbonate.
- Mechanical ventilation system, window opening is done mechanically through galvanized pipes (diameter Ø 21,3) and reinforced with PVC ½ coupling.
- The plastic film should be 160 p (with a warranty of 3-5 years).

Greenhouses that will be built from quality materials are also eligible as investments.

Annex No. 18 Statement under Oath



Republika e Kosovës Republika Kosova-Republic of Kosovo
Qeveria -Vlada - Government
Ministria e Bujqësisë, Pylltarisë dhe Zhvillimit Rural - Ministarstvo Poljoprivrede, Šumarstva I Ruralnog
Razvoja - Ministry of Agriculture, Forestry and Rural Development
Agjencia për Zhvillimin e Bujqësisë/Agencije za Ruralni Razvoj/Agriculture Development Agency

STATEMENT UNDER OATH
For the right to use the inherited land

Address: _____ I, _____, with full moral and criminal liability under oath, declare that the person whose name is on the possession list of the land, by which I apply for the Rural Development Program for 2022 at the ADA MAFRD, is: _____ (for example: great-grandfather, grandfather, parents, children, grandchildren, spouses, etc.), and I hereby certify it through the certificate: _____ as a legal user of the land and I testify that the land by which I am applying and to which I am a potential heir is not being used by other potential heirs.

Signature of the Declarant

Date ____/____/____

Annex No. 19:

Statement under Oath/ Commitment



Republika e Kosovës
Republika Kosova-Republic of Kosovo
Qeveria -Vlada - Government

*Ministria e Bujqësisë, Pylltarisë dhe Zhvillimit Rural - Ministarstvo Poljoprivrede, Šumarstva i Ruralnog
Razvoja - Ministry of Agriculture, Forestry and Rural Development
Agjencia për Zhvillimin e Bujqësisë/Agencije za Ruralni Razvoj/Agriculture Development Agency*

STATEMENT UNDER OATH/ COMMITMENT

I _____ with personal number _____

Address: _____, with full criminal legal liability declare under oath that by signing and attaching the documents to the online application, I warrant that all documents, information and data presented in the application for the 2022 RD Program are clear, reliable and accurate and that I will be held legally and criminally liable for any ambiguity, inaccuracy and falsification.

Date _____ 2022

Signature of the Declarant

This document has been prepared by the Agriculture Development Agency in cooperation with the Managing Authority and is distributed free of charge.

Measure 3: Investments in physical assets for processing and trading of agricultural productions

The Applicant Guide

2022

1. OBJECTIVES, PRIORITIES AND FINANCIAL MEANS FOR THE MEASURE 3

1.1. Introduction

The Applicant Guide is intended to assist applicants in preparing their applications, clarifying eligibility requirements, general criteria, specific criteria, other eligibility criteria, scoring system, eligible investments, required documents for application, project evaluation, notifying the applicant of the evaluation results, procurement procedures, penalties in case of irregularities or fraud attempts, as well as other issues relevant to the implementation of Measure 3.

The role of the Guide for the applicant (hereinafter the Guide) is to clarify in detail the provisions set out in Measure 3 and not to repeat it, therefore this does not replace the measure to be read (along with the appendices) in order to avoid errors during the application.

The measure is a document that sets out the objectives of public support for private investment, through grants, and this makes in technical language. Measure 3 aims to support investments in the food processing industry in four sub-sectors: dairy processing, meat processing, fruit and vegetable processing and wine production. The measure has been prepared by the staff of the Managing Authority, based on independent sector studies and stakeholder consultations.

1.2. Financial means for this measure

Sub – sectors	Budget	%
3.1 Milk processing	500,000.00	10
3.2 Meat processing	800,000.00	16
3.3 Fruits and vegetables processing	1,236,473	8
3.4 Wine processing	300,000.00	6
3.5 Collection points/storage	3,000,000.00	60
Budget total	5,836,473.68	100

1.3. Main definitions

- Used expressionsShprehjet e përdorura në këtë Udhëzim Administrativ kanë këto kuptime:
- “MAFRD” – means the Ministry of Agriculture, Forestry and Rural Development;
- “Managing Authority” – means public entity within MAFRD, responsible for the compilation and monitoring of RDP;
- “KBRA”- means The Kosovo Business Registration Agency
- “ADA” – means Agriculture Development Agency within MAFRD responsible for the implementation of RDP;
- “RDP 2022” – means Rural Development Program for 2022;
- “Measure 3” – means investments in physical assets in processing and trading of agricultural products;
- “Call for application” – means public notice for receiving application;

- **“Applicant”** – means natural and legal person, who applies to benefit the project in RDP 2022;
- **“Application”** – means the form completed for the application with all documentation as required by the ADA;
- **“Project”** – means document that intends the investment planned for support from RDP for 2022, submitted by the applicant;
- **“Selection”** – means selection of the projects according to the points listed;
- **“Selection criteria”** – means criteria that the Managing Authority should specify in order to provide the priorities of financing of the best projects that address identified needs in the analyses SWOT and objectives as specified in RDP 2022;
- **“Beneficiary”** – means natural and legal person, who is selected as beneficiary after the evaluation of application, signature of the contract and financing of the project by the MAFRD;
- **“Level of public support”** – means contribution from the public budget for the implementation of project;
- **“Contract”** – means a contract that is signed between the beneficiary and ADA for the implementation of the benefited project;
- **“Fraud”** – means any act intentionally or carelessness according to the definition of the Law No. 04/L-090 on Amending and Supplementing of the Law No. 03/L-098 on Agriculture and Rural Development (Official Gazette of the Republic of Kosovo, No 28, 16 October 2012);
- **“Eligible expenses”** – means expenses that are supported by financial means;
- **“Period of implementation of the project”** – means period for implementation of the project as specified in administrative instruction and contract signed between the beneficiary and ADA.
- **“Request for payment”** – means submission of request for payment for eligible expenses proved by valid invoices for the expenses of the realization of the project;
- **“Ex-post control”** – means the time period from three (3) years after the execution of the last payment, during which the beneficiary must keep the purpose of investment and all conditions according to which is selected as beneficiary;
- **“FIN”** – means Farm Identification Number;
- **“Farm”** – means production unit in technical and economic aspect which is managed by the farmer in which is developed the agricultural activities and rural development activities
- **“Expansion”** – means expansion of existing facility;
- **“Restoring”** – Restoring an existing facility to acceptable condition by repairing, replacing, or repairing damaged or degraded parts.

2. OBJECTIVES

2.1 General objectives

- Increase the competitiveness of the agri-food sector, ensuring a better response of the food sector to social demands for healthy food, including safe, nutritious and sustainable food, by investing in physical infrastructure in line with national standards and relevant EU.
- Addressing the challenge of climate change by promoting renewable energy and the circular economy.
- Addressing the strengthening of farmers' position in the food chain, encouraging them to cooperate in short supply chains and produce value-added products.

2.2 Specific objectives

- Improving efficiency and productivity by introducing new technologies including product digitalization to increase the competitiveness and diversity of products in the market;
- Integration of farmers / producers of raw materials with the agro-processing industry;
- Improving quality control, implementation of food safety and hygiene standards;
- Improving environmental protection including waste and water treatment;
- Gradual harmonization with EU standards, in terms of environmental protection, public health, animal welfare and safety at work;

3. FINAL BENEFICIARIES

- Applicants must be permanent residents of the Republic of Kosovo;
- Beneficiaries may be agricultural processing enterprises registered with the Kosovo Business Registration Agency for at least 5 years in the relevant sub-sector, and approved / registered by the FVA at least 5 years before the application date.
- This criterion for collection point / warehouse is 2 years registered by the FVA and 2 years registered with the Kosovo Business Registration Agency with the respective activity.
- Applicants in the wine sector must be registered in the Register of Wine Producers in Kosovo.
- The applicant can not benefit from a project if it is contrary to Law No. 06 / L-011 on Prevention of Conflict of Interest in Exercising Public Function and Law 03 / L-149 on Civil Service of the Republic of Kosovo;
- All beneficiaries of rural development projects are obliged to maintain their investments according to the approved project during three (3) years after the date of payment execution, as long as the monitoring period lasts;
- If it does not maintain the investments, the beneficiary is obliged to return the financed amount of public support;
- All beneficiaries of rural development projects after the finalization of investments must have a functional project according to the business plan, RDP and the criteria of this Administrative Instruction;
- The request for payment is rejected for projects which have not finalized any activity for which it was scored during the evaluation process.
- An enterprise may consist of one or more facilities (local production units).

4. COMMON ELIGIBILITY CRITERIA

4.1. Types of enterprises supported:

All applicants for this measure must be registered in the Farm Register and in KBRA. This measure supports small and medium enterprises, defined based on Law no. 04 / L-220 on Foreign Investments, (Official Gazette No.1 / 09 January 2014).

4.2. National standards

- The enterprise must clearly demonstrate the investment plan in the business plan which will affect the implementation of food safety standards and reduce risk by categorization;
- Before submitting a request for payment to ADA, each project must be evaluated by the FVA if the main national standards are met according to applicable laws;
- Beneficiaries together with the request for payment and other documents, must provide the Report attached to the Checklists by the FVA which confirms that the investment is in line with national standards;
- The entire beneficiary enterprise at the end of implementation must meet national standards according to applicable laws;
- Applicants must have the Report / minutes (not older than six months) issued by the FVA for the existing situation of the operator and what standards must meet;
- In accordance with the requirements of the FVA for the improvement of standards in the business plan should contain a detailed description of investments and planned activities;
- Prior to the final requirement for ADA payment, the supported investment must meet the relevant national standards in force relating to environmental protection, public health, animal welfare and occupational safety.

4.3. Economic viability of the enterprise

- The economic viability of the applicant must be demonstrated through a business plan;
- All applicants must submit a business plan, in accordance with the model required by the Agricultural Development Agency;
- The applicant must demonstrate in the business plan the economic viability of the enterprise at the end of the project;
- The enterprise must demonstrate that it can perform its obligations and debts regularly, without compromising the normal functioning of the enterprise;
- The business plan should contain a detailed description of investments and planned activities, in accordance with the requirements of the FVA for the improvement of standards;
- The business plan should show how the implementation of the project will lead to the improvement of the overall performance of the agri-food enterprise by presenting the perspective of financial / economic sustainability.
- The assessment of financial / economic viability and the prospect of continued investment is assessed by ADA, to ensure the selection of projects of the highest quality in terms of financial / economic viability;
- The business plan template is prepared by ADA and will be published on the website of the Agency and MAFRD. All applicants must submit a business plan, in accordance with the model required by the Agricultural Development Agency.

4.4. Other eligibility criteria

In the case of construction / renovation / expansion projects, applicants must submit the following when applying:

- Certificate of ownership (Possession List) of the plot in which the investment will be made;
- In case the land or object is leased, the notarized lease contract for at least 10 years counting from the year of application.

- The contract must also contain the consent of the landlord (Lessor for the investment to be made in his land or building. The consent can be part of the lease or separately;
- Copy of the plot plan where the investment will be made;
- Copy of sketches of the building;
- The applicant who applies for investments in waste management and wastewater management in the case of application to bring a conceptual project with pre-measures and pre-calculations;
- Estimate of material costs and foreseen works;
- Consent from the competent body (Municipality) for construction permits, in cases of construction / expansion projects, but not in cases of renovation projects;
- If the land or any other property in which the investment will be made is in joint ownership, the applicant must bring the consent of the co-owners and copies of ID cards;
- In case of construction / renovation / expansion, applicants must also submit the technical design of the construction / renovation / expansion plan.
- All applicants must have paid or adjusted tax liabilities, income tax and other applicable taxes;
- Land mortgaged is not eligible for investment, whether owned or leased.

Before requesting payment to the Agricultural Development Agency, the beneficiary must submit:

- Construction permit from the competent body (Municipality), not required for renovation projects;
- Environmental impact assessment, if provided by law;

4.5. Joint eligibility investments

- Eligible investments are limited to those included in the Investment List for Measure 3.
- Construction / reconstruction / expansion of facilities;
- Purchase of new machinery and equipment, including software necessary for the operation of production lines or other primary functions related to the main activities of the enterprise;
- Investments in the processing of milk, meat, fruits and vegetables, as well as wine production, including marketing investments for their promotion;
- Eligible marketing costs for all sub-measures of Measure 3 are: preparation and printing of catalogs, leaflets, brochures, posters, etc., for the promotion of products, but not for their distribution. Also, eligible marketing expenses are the production of promotional audio and video spots, but not their media distribution;
- The maximum value of eligible marketing expenses is limited to 5% of the total eligible expenses, but not more than ten thousand (10,000) €;
- Other costs related to the project, such as: costs for architect, engineer and costs for preliminary studies, as well as the issuance of relevant documents and permits are eligible up to 7% of eligible costs but not more than fifteen thousand (15,000) €, while the costs for the preparation of the business plan are eligible up to 3% of the eligible costs for the project, but not more than five thousand (5,000) €;
- Administrative costs, although incurred before the contract is signed, are eligible only if the project has been selected and contracted by the Agricultural Development Agency.
- Investment in renewable energy production
- This investment supported the production of electricity from renewable sources for "self-consumption". (i.e. the capacity of energy borrowed / stored in the grid is on average equal to the electricity consumed during the year). This is justified by the fact that, since

electricity cannot be stored, it can, if not consumed, be released into the grid; The electricity grid can be conceived as a storage site for electricity where it is introduced and withdrawn during the year in similar quantities and at different rates.

- The concept of "self-consumption" should be checked at the stage at which a project is presented / evaluated. The investment is considered eligible when the (theoretical) energy capacity of the renewable energy plant ("investment") does not exceed 120% of the average 3-year consumption of the enterprise.
- Degree of public support
- The minimum value of eligible costs per project within this measure is € 30,000;
- The maximum value of eligible project costs within this measure is € 400,000;
- Public support is 50% of eligible investment costs;

5. MILK, MEAT AND SLAUGHTERHOUSE PROCESSING SECTOR

5.1. Specific eligibility criteria:

- All applicants must be registered with the Kosovo Business Registration Agency (KBRA) with the relevant activity and approved by the FVA at least 5 years before the application date.
- Applicants of category "A", "B" and "C" are not eligible in case of construction of a new facility, while they are eligible in case of renovation, expansion of the existing facility and investment in equipment.
- Category "D" applicants are eligible only in case of construction of a new facility and closure of an existing facility. Investments in equipment / processing lines for this category are acceptable if in the business plan priority is given to the construction of the facility.

5.2. Eligible investments

- Eligible investments for sub measure of milk processing:
- Investments in construction / renovation / expansion of dairies; (Investments in construction of new dairies which at the time of application are in category "D");
- Investments in equipment to improve the hygiene, quality and safety of products; (especially to meet HACCP and / or ISO 22000 standards) HACCP and / or ISO 22000 certification is not funded;
- Investments in equipment to improve environmental protection, especially for waste management and wastewater treatment;
- Investments in specialized means of transport;
- Investments in equipment for new products and modern packaging;
- IT equipment, digitization, hardware and software for monitoring, control and management;
- Investments in technology for the production of renewable energy;
- Specialized vehicles for transporting raw materials and finished products;
- Investments in refrigeration equipment;
- Eligible investments for sub measure of meat processing and slaughter:
- Investments in construction / renovation / expansion of existing facilities, including refrigeration depots along with equipment; (Investments in new constructions which at

the time of application are in category "D");

- Investments in meat processing equipment and slaughterhouses;
- Investments in equipment to improve hygiene, as well as product quality and safety (especially to meet HACCP and / or ISO 22000 standards) HACCP and / or ISO 22000 certification is not funded;
- Investments in equipment to improve environmental protection, especially for waste management and wastewater treatment;
- Investments in quality control equipment, including relevant laboratories;
- Investments in refrigeration and freezing equipment for storage of finished products;
- IT equipment, digitization, hardware and software for monitoring, control and management;
- Specialized vehicles for transporting raw materials and finished products;
- Investments in technology for the production of renewable energy;

6. FRUIT AND VEGETABLE PROCESSING SECTOR

6.1. Eligibility criteria

- All applicants must be registered with the Kosovo Business Registration Agency (KBRA) with the relevant activity and registered by the FVA at least 5 years before the application date.
- All applicants who apply for collection points / warehouses, must be registered with the Kosovo Business Registration Agency (KBRA) with the relevant activity and registered by the FVA at least 2 years before the application date.
- In case of investment in collection points / warehouses, the minimum storage capacity must be at least one thousand (1000) m³.
- In case of expansion of the existing facility this facility must have a minimum capacity of five hundred (500) m³, while the expanded facility must reach a minimum capacity of one thousand (1000) m³

6.2. Eligible investments:

- Investments in expansion, reconstruction of processing facilities; (collection point / warehouse construction is allowed according to paragraph 1, subparagraph 1.2 of this article;
- Investments in lines for canning / pasteurization of fruits and vegetables;
- Investments in equipment to improve hygiene, as well as product quality and safety (especially to meet HACCP and / or ISO 22000 standards); HACCP certification and / or ISO 22000 not funded;
- Investments in facilities and equipment for post-harvest treatment, drying, sorting and storage;
- Investments in packaging, labeling equipment, including filling lines, wrappers and other specialized equipment;
- Investments in refrigeration chain equipment, including refrigeration and freezing depots, freezing tunnels, refrigerated vehicles and other equipment necessary to ensure continuity in the refrigeration chain;
- Investments in equipment to improve environmental protection, especially for waste management and wastewater treatment;

- Investments in quality control equipment, including relevant laboratories;
- Specialized vehicles for transporting raw materials and finished products, with and without refrigeration;
- IT equipment, digitization, hardware and software for monitoring, control and management;
- Investments in technology for the production of renewable energy;

7. WINE PRODUCTION SECTOR

7.1. Specific eligibility criteria for wine production:

- The companies registered in the Wine Producers Register and the Kosovo Business Registration Agency have the right to apply and to have experience of at least 5 years before the application date, wine producers must have at least 50% of the raw material (grapes) to provide from other producers (not own production).
- This criterion does not apply to wine producers who own over 50 ha of vineyards.
- Applicants must prove that they have declared their annual wine production and remaining stocks.

7.2. Eligible investments for wine production.

- Investimet në zgjerim, rindërtim të objekteve për prodhimin dhe përpunimin e verës;
- Investments in expansion, reconstruction of facilities for wine production and processing;
- Investments in wine processing equipment;
- Investments in equipment to improve hygiene, as well as product quality and safety (especially to meet HACCP and / or ISO 22000 standards). HACCP and / or ISO 22000 certification is not funded;
- Investments in packaging, labeling equipment, including filling lines, packaging and other specialized equipment;
- Investments in technology for the production of renewable energy;
- Investments in equipment and apparatus for wine quality control, including relevant laboratories;
- IT equipment, digitization, hardware and software for monitoring, control and management.

8. PROJECT PAYMENT

- Payment for Measure 3 is made in two installments, the first part of public support in the amount of 50% is made in the form of an advance after signing the contract with the beneficiary, provided the bank guarantee is provided, while the remaining 50%, is paid after verifying the completion of the total investment.
- The bank guarantee should be provided only for the advance payment of 50% of the public support.
- The bank guarantee must be provided for the period of time until the final payment is

made by the ADA, respectively until the final decision by the appeals commission. Any request for additional term must be covered by a bank guarantee.

- The maximum public assistance for the period of implementation of the draft program for agriculture and rural development 2021-2027 for Measure 3 is eight hundred thousand (800,000) € per beneficiary.
- The applicant can apply with several projects during the implementation period of the Program for Agriculture and Rural Development 2021 - 2027, in different years, provided that the previous projects have been successfully completed and the public support does not exceed the amount specified in this article.

NOTE: VAT is an unacceptable expense and it is paid by the beneficiary! Other ineligible expenses will also be paid by the beneficiary.

Any attempt for fraud, such as: falsification of invoices, manipulation of procurement procedures, purchase of used or equipment or equipment without serial number and technical data will be punished by non-payment of the part that is subject to fraud and may be penalized additional up to total exemption from payment.

9. ELIGIBILITY OF APPLICANTS AND THEIR APPLICATIONS

All applicants are subject to an eligibility control. If it is found that the applicant is not eligible, the application is rejected. The eligibility of the applicant is checked based on the eligibility criteria, the required documents and those submitted. Applications rated as not eligible are not subject to evaluation.

NOTE: All eligibility investments must be retained for at least 3 years after project implementation, as long as the ADA monitoring period lasts. Failure to comply with this criterion means the return of publicly funded funds and additional penalties under applicable law. The Agricultural Development Agency will make an ex-post control in order to verify the factual situation.

An applicant can only submit one project per year under this program.

The application is considered complete only if it is accompanied by all the documents required in Annex no. 1B) - List of submitted documents.

The applicant must sign a statement pledging that he will not change the purpose of the investment even 3 years after the implementation of the investment. The beneficiary must keep the investment in good condition. The applicant must not have fiscal obligations to the state (obligations to TAK) and must not have financial obligations to MAFRD.

The applicant must submit a business plan according to the model presented in Annex 2 of this Guide.

Note: All beneficiaries who have stated in their business plan that they will create new jobs and therefore have earned points during the evaluation, must create them and prove it by paying the pension contribution and tax in salary for at least the last month prior to the final payment claim. Beneficiaries are required to hold these vacancies filled with full-time employees for 3 years, as long as the monitoring period lasts.

10. MINIMUM AND MAXIMUM EXPENSES FOR THE PROJECT

- The minimum amount of eligible Project costs within this measure is 30,000 €;
- The maximum amount of eligible Project costs within this measure is 400,000 €;

11. LEVEL OF PUBLIC SUPPORT

- Public support is 50% of eligible investment costs.

12. THE DEADLINE FOR THE IMPLEMENTATION

- The deadline for the implementation of projects of this measure is ten (10) months from the day of signing the contract with ADA.
- After this period, the beneficiary has an additional 15 days to prepare the documentation and submit the request for payment.
- ADA can extend the implementation period by a maximum of two (2) months, if there are compelling reasons for this, such as unfavorable climatic conditions, bringing in any specific machinery from another country.

Projects of measure 3 must be completed within two budget years.

13. SELECTION CRITERIA

In order to ensure that the investment meets the objectives of the measure, eligible projects will give you points, according to the following priorities

No.	Selection criteria	Points
1.	Investments in achieving national food safety standards	25
2.	Investments in projects to improve the position of farmers in the value chain (concluding contracts / notarized) ¹⁰	20
3.	Investment in energy production in the enterprise from renewable sources (min. 10% eligible investment) ¹¹	20
4.	Investments related to waste treatment, water purification and / or utilization of waste products - circular economy	15
5.	Investments leading to innovation and product diversification Introducing at least two new products	10
6.	Applicants have had positive business over the last 2 years (see document: General status of declarations and other transactions by TAK)	5
7.	Job creation (for each new employee employed by one point but not more than 5 points in total)	5
	TOTAL	100

⁰ Investments in projects in order to improve the position of the farmers in the value chain (concluding the contracts/notarized)
a) at least 80% of the raw material of milk contracted to be from the local production;

- b) at least 30% of the raw material contracted to be from local production;
- c) at least 80% of the raw material of fruits, vegetables and grape contracted to be from local production; (these must be proved through the contracts notarized and the self - own production of the enterprises to be proved by the business plan) (these must be proved through the contracts notarized and the self - own production of the enterprise to be proved by the business plan).
- ¹ Beneficiary who has intended the investments in production of the renewal energy and win the points for this purpose is obliged that this investment to use and to keep active for the purposes that he has intended in the business plan. If during each control from the officers of the ADA (ad-hoc or ex- post) found that the investments in the renewal energy are not using as it is foreseen to be in the business plan, then it will be applied article 38A of the Law No. 04/L-090 on amending and supplementing of the Law No.03/L 098 on Agriculture and Rural Development.

13.1. Ranking in the list

All projects that have passed the eligibility criteria, after evaluation, should be ranked based on the points earned and will benefit from public funding support, starting with the most points applications.

Note: For all sub-measures: In cases where applicants have the same number of points, previously submitted projects have priority.

14. APPLICATION PROCEDURES

14.1. Content of the application

Note: An application is considered eligible, if it contains all the documents listed according to the list presented in Annex no. 1 B

The application is done through the online web module on the ADA website www.azhb-ks.net, in which is the link "online application" that sends to the module of online application RDP. The project is registered in the web-module and the necessary documents for the application are uploaded in PDF.

During the application process to precisely specify the relevant measure and sector.

During the application process be careful in attaching all the necessary documents required for application for the relevant measure and sector based on the list of documents.

Note

During this process, before completing the application, verify once again the attachment of all documents and the specification of the required criteria according to the respective A / I, because once you complete this process, there is no possibility for return.

After the completion of the online application process, the administrative review of applications begins;

Note - After closing the online application process, the farmer is obliged to keep the original application (file) for a period of 3 years in order to have it available when requested by ADA officials.

14.2. Submission of applications and deadline

The call for applications is made by the Agricultural Development Agency and the announcement is published on the website of MAFRD: <http://www.mbpzhr-ks.net/> and on the website of the Agricultural Development Agency <http://www.azhb-ks.net/> and in daily newspapers.

The application deadline is until the end of the call for application campaign

15. SELECTION, CONTRACTING AND IMPLEMENTATION

Valid eligible investment applications must contain a Business Plan, according to the model presented in Appendix 2.

The Business Plan is part of the application package documentation. Some information included in the business plan should be considered for scoring applications.

Also, this information that is in the business plan represents the source of data used to fill out the indicator form.

The data / information presented within the business plan and these documents should be checked in all existing databases (Cadastral Register of Vineyards, List of categorization of food processing facilities by category A, B, C, D of enterprises (FVA), must be supported by additional documents - as in Annex No. 1 B, and must be subject to on-site control before the contract is signed, before the payment of funds and after the project is completed, during the ex monitoring period -post.

Note: Applications with incorrect or untrue data are rejected. If it is proven that a payment has been made to the beneficiary based on incorrect or untrue data submitted by the same, the beneficiary is obliged to return the amount received. Any fraud attempt should be reported and treated as fraudulent with public funds!

The Business Plan should follow the model prepared by ADA / MAFRD for 2022. These are not just “to be completed” documents, but include recommendations on how these documents should be prepared. All chapters need to be addressed.

Failure to address any of the chapters is a sufficient reason to reject the application. The submission of additional chapters will not be considered when evaluating the project.

15.1. The following points are part of the evaluation of the Business Plan:

1. All chapters and sub-chapters have been addressed, if it is not relevant to the applicant then the reason should be clarified;
2. At least 1 (one) specific objective of the measure has been met;
3. The return on investment proves that the additional profit (additional income - additional costs) covers the investment costs (calculate only private co-financing) for less than 10 years.
4. Sufficient number of staff (employees) to operate the business.
5. Proposed purchases / constructions are based on the needs of the applicant (eg no more equipment than needed, constructions are not allowed if the applicant does not have enough space).
6. Costs to evaluate purchases / constructions should be reasonable
7. The schedule for purchases / constructions is realistic and gives the possibility for the investment to be completed in the optimal time, as foreseen in the description of the measure;

8. Production capacity before and after investment should be presented;
9. The projected increase in production capacity is fully proven based on the proposed investment.
10. The technological process is in line with the existing assets as well as the foreseen (potential) investments of the service provider.
11. Potential suppliers and potential customers have been identified (evidenced through contracts and pre-contracts).
12. The market strategy is realistic.
13. For all eligible and ineligible investments, the conditions of the level of public assistance and the level of private assistance are correctly presented.
14. For the last 2 years must be submitted if the applicant has had a profit or loss. Enterprises must submit income statement and balance sheet.
15. For the next 3 years after the investment is completed, at the end of each month, the cash flow balance should be positive.
16. Projected revenues are in line with production capacity;
17. The projected revenues are in line with the marketing strategy (eg it is impossible for a large quantity of vegetables to be distributed directly by the beneficiary to the green market);
18. Total revenues in the calculation of return on investment are in line with total revenues from the sale of output presented in the impact indicators.
19. The applicant has not created artificial conditions to gain an advantage.

16. CONTROLS IN THE FIELD

At least 4 field controls are foreseen.

- 1) First Control (before approval),
- 2) Second Control (after investment and before payment),
- 3) Ex-pos control,

First Control - is performed after the evaluation process and includes:

- Control of assets declared in the business plan by the applicant himself,
- Verification of cadastral parcels and copy of the plan,
- Verification of key points for which the application is scored.

Any non-compliance will be recorded in the audit report and will affect the approval process.

Second Control - (control after prepaid investment) is performed after making investments under the contract and submitting a request for payment and includes:

-Control of each investment position according to the Information Letter / approval and Contract, verification of investment quality, verification of the realization of national minimum standards, any discrepancy will be recorded in the second control report and will affect the payment authorization process .

After submitting the Request for payment, the Control Directorate of ADA is obliged to verify the implementation of investments through the field control. In this case the beneficiary is obliged to be

present during the field control no later than 5 days from the notification of ADA.

Ex-post Control (monitoring) - is a process of monitoring the project co-financed by ADA / MAFRD and beneficiaries, according to the obligations taken with the signing of the contract for a period of 3 years and includes:

- Verification of all investment positions,
- Verification of project functionality and investment maintenance.

Any discrepancies will be recorded in the Ex-post control report and will be referred to the legal office for further proceedings.

ADA conducts Ex-post control to verify all projects selected for financing three (3) years, from the day of execution of the last payment. In this case the beneficiary is obliged to be present during the field control no later than 5 days from the notification of ADA.

Super Control is a special control that is organized by decision of ADA-DK and aims to:

- Prevent attempting of fraud,
- Verification of investments made in the field,
- Evaluation of the work of the inspectorate in the field.

Re-controls are performed in special cases, at the request of the relevant directorates (after the approval of the project and after the request for payment).

Note: When requested to be inspected, beneficiaries are obliged to allow free and immediate access to the enterprise, enterprise equipment and any documents required by the Agricultural Development Agency. If this condition is not met, the immediate return of public support must be made and the beneficiary will be punished.

17. PROCEDURES OF SUPPORT WITH PUBLIC FUNDS AND APPLICANT NOTIFICATION

After the Administrative control and evaluation, ADA prepares the report where the Projects are classified into:

- 1) Ineligible projects (that have not passed the eligibility criteria) and
- 2) Eligible projects and evaluated with points.

This report is signed by the Chief of ADA, and which is published on the ADA website. Also, the information is sent to the applicant by sms and email. Applicants who do not receive the information via sms and email can come to the ADA offices for information regarding their application.

The preliminary report is signed by the Chief of ADA and published on the ADA website and the MAFRD website. From the day of publication on the website, receipt of the evaluation report, as well as the decision for rejection, the applicant has 30 days (calendar) to file a complaint to the Complaints Review Commission.

The Appeals Commission makes a decision within 30 days except in special cases.

18. INDICATIVE ANNOUNCEMENT SCHEDULE

ADA announces a call for applications.

19. CONTRACT BETWEEN BENEFICIARIES AND ADA, AS WELL AS PROCUREMENT PROCEDURES.

All beneficiaries will sign a standard contract, according to the model set out in Annex No.3. The Business Plan, together with all the submitted documents becomes part of the contract. The contract remains in force from the moment of signing by both parties (ADA and the beneficiary) until the end of the monitoring period, which is 3 years after the implementation of the project.

Payment of public funds for rural development projects

After signing the contract, the beneficiary can submit an application for an advance of up to 50% of public assistance, by filling out the form provided by the Agricultural Development Agency, as in Annex no. 6, provided the bank guarantee.

Meanwhile, the rest of the public investment will be realized until the request of the applicant after the completion of the entire investment.

To the request for final payment, the beneficiary must attach proof of payment (invoices and fiscal coupon or bank transfer for payments under the value of 500 euros, and for payments with the amount of 500 euros and more invoices and bank transfer), as well as proof of performance of procurement procedures, if such a thing is provided by contract. Approval of the payment will be made after checking the documents and after control in the field carried out by officials of the Agricultural Development Agency.

In cases when errors are noticed in invoices, bank transfers or procurement procedures, the beneficiary is given the opportunity to improve them by 5 calendar days.

Note: The account on which the ADA payment will be made must be in the name of the enterprise and NOT in the name of the owner.

20. IMPORTANT PROVISIONS MAY BE THE CAUSE OF REJECTING THE APPLICATION

Applications may be rejected if:

1. They are not complete,
2. Do not meet the eligibility criteria,
3. Due to the small number of points (minimum threshold of points in this measure should be 50 points).

Note: The reasons for the rejection must be presented and clarified in the Rejection Decision

which ADA sends to the applicant.

Ineligible applications - Projects may be declared as ineligible during administrative control (eg non-compliance with data from the Farm Register), during the evaluation of documents (eg evaluation of the Business Plan). Unacceptable projects are not subject to the points award (selection) process. Rejected at this stage.

21. LIST of ANNEXES

- Annex No. 1 A Application form
- Annex No. 1 B List of submitted documents
- Annex No. 2 Model for the preparation of the Business Plan
- Annex No. 3 Procedures of procurement
- Annex No. 4 List of eligible expenses
- Annex No. 5 National minimum standards
- Annex No. 6 Request for payments
- Annex No. 7 Information letter
- Annex No. 8 Form of Annexes for agro processors
- Annex No. 9 Regional Offices of the Agriculture Development Agency
- Annex No. 10 Indicators of impact,
- Annex No. 11 Financial part of the business plan (in Excel)
- Annex No. 12 Code of ethic for the advisory companies
- Annex No. 13 Promotion
- Annex No.14 Declaration under oath /commitment
- Annex No.15 Declaration under oath for the right of the use of inherited

APPENDIX NO.1 A APPLICATION FORM (created during the application process).

APPENDIX NO.1 B - LIST OF DOCUMENTS SUBMITTED-2022

MEASURE 3 LIST OF DOCUMENTS SUBMITTED- 2022

No.	Document	Obligatory	Optional
1.	Application form (Compiled during the application process)	<input type="checkbox"/>	
2.	Copy of the valid Identity Card of the Republic of Kosovo of the representative of the enterprise	<input type="checkbox"/>	
3.	Farm Registration Certificate (NIF) – must be in the name of the legal entity and have all assets registered. (Copy)	<input type="checkbox"/>	
5.	Business registration certificate Fiscal number certificate	<input type="checkbox"/>	
6.	Business plan (according to ADA model)	<input type="checkbox"/>	
7.	From the Food and Veterinary Agency - a. Approval Decision - in the case of milk and meat processing b. Registration Decision - in the case of the fruit, vegetable and wine sector and collection point / warehouse	<input type="checkbox"/>	
8.	Applicants for wine production: Viticulture Certificate from the Cadastral Vineyard Register - in case there are mandatory vineyards.		<input type="checkbox"/>
9.	Applicants for wine production: Document from DVV for annual production -	<input type="checkbox"/>	
10.	Certificate from the register of wine producers in Kosovo (Mandatory only for applicants in the wine sector)		<input type="checkbox"/>
11.	All applicants must have paid or settled tax liabilities, income tax and other applicable taxes; Certificate from the Tax Administration of Kosovo - proving that the applicant has paid or regulated tax liabilities income tax and other applicable taxes;	<input type="checkbox"/>	
12.	General status of declarations and other transactions by TAK		<input type="checkbox"/>
13.	List of company staff at the time the application form is submitted - by TAK	<input type="checkbox"/>	
14.	Employment contract of the representative of the enterprise with a duration of at least 3 years from the date of application -		<input type="checkbox"/>
15.	LIST OF CONTRACTS with farmers if the applicant possesses them		<input type="checkbox"/>

16.	In the case of construction / renovation / expansion projects, applicants must submit the following when applying: <ul style="list-style-type: none"> • Certificate of ownership (Possession List) of the parcel in which the investment will be made; • In case the land is rented, the contract must be notarized for at least 10 years counting from the year of application. • The contract must also contain the consent of the landlord (landlord for the investment to be made on his land or building. The consent can be part of the lease contract or separate). • Copy of the plot plan where the investment will be made • Copies of sketches of the building; • The applicant who applies for investments in waste management and wastewater management in the case of application to bring a conceptual project with pre-measures and pre-calculations. • Estimate of material costs and foreseen works. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17.	In case of construction / renovation / expansion, applicants must also submit the technical design of the construction / renovation / expansion plan.	<input type="checkbox"/>		
18.	Report / minutes (not older than six months) issued by the FVA on the current situation of the operator and what standards must meet	<input type="checkbox"/>		
19.	Consent from the competent body (Municipality) for construction permits, in cases of construction / expansion projects, but not in cases of renovation projects	<input type="checkbox"/>		
20.	VAT non-reporting businesses: document printed from TAK website: http://apps.atkks.org/BizPasiveApp/VatRegist/SearchVat			<input type="checkbox"/>
21.	Indicator form (compiled during the application process by the applicant) The physical form is also completed and attached to the application	<input type="checkbox"/>		
22.	Consent of co-owners, (Signed declaration, to which is attached a copy (s) of ID card) in case of investments in assets with more owners	<input type="checkbox"/>		
23.	Commitment statement that the information provided is accurate	<input type="checkbox"/>		

ANNEX NO.2 MODEL FOR PREPARING THE BUSINESS PLAN



Republika e Kosovës Republika Kosova - Republic of Kosovo
Qeveria - Vlada - Government
Ministria e Bujqësisë, Pylltarisë dhe Zhvillimit Rural
Ministarstvo Poljoprivrede, Šumarstva i Ruralnog
Razvoja Ministry of Agriculture, Forestry and Rural
Development

MODEL FOR PREPARING THE BUSINESS PLAN
For the projects supported by the Ministry of Agriculture, Forestry and
Rural Development

NOTE:

This document is a model of how to write a business plan and should be fully respected. In case there is a chapter that is not related to your project, you should announce it with a sentence within the relevant chapter.

The financial part of the business plan should be done in Excel, so that the evaluation is easier and faster.

1 General information

1.1 Name of the applicant (with his specific identification data)

1.2 Main assets owned by the applicant: land (specifying the type of ownership), facilities, equipment and machinery, animals, etc. - as in the Farm Register.

Table 1. Assets of the applicant

Assets	Date of buying /construction	Final balance sheet	Quantity (in pieces)
1. Facilities – total			
1.1 details.....			
1.2 details.....			
2. Equipment – total			
2.1 details.....			
2.2 details.....			

3. ANIMALS			
3.1 details.....			
3.2 details.....			
4. Others - details			
TOTAL			

Table 2. Land

No.	Region/Municipality/Village	Area (m ²) /type of use	Enterprise
1			
n			

2 Project description

2.1 Name of the investment.

2.2 Project site (region, municipality and village).

2.3 Purpose, by describing the objectives, justifying the need and opportunity for investment.

2.4 Consistency between the objectives of the Measure and the objectives of the project should be noted. Clarifications for the general objectives and at least for one of the objectives of the project should be presented according to the following table:

Table 3. Harmonization of program objectives with those of the project

General and specific objectives	Project objectives	Description of how the objectives will be achieved
To increase the competitiveness of points and collection centers for forest fruits, through sustainable use of natural resources and better use of production factors, focusing on the added value of production. (necessary)		
At least one of the following specific objectives:		
Specific objectives of measure and sub-measure		
Specific objectives of measure and sub-measure		

Table 4. Technical and financial information

	Project objectives	Description of how the project aims to achieve the objectives
The project is in line with the potential of the area (mandatory)	-	
<p>Technical objectives (at least one of the following is mandatory):</p> <p>Distribution of tools and equipment that can affect the increase of labor production, improving the quality of agricultural products, introduction to the use of new technologies and improving working conditions; Construction and modernization of operating facilities which provide better standards;</p> <p>Variety in products according to market demands, achievements in production and introduction to new technologies.</p> <p>Financial indicators (mandatory):</p> <p>Return on investment is the necessary time for extra net profit (** extra value from sale-extra investment-related operating expenses) to cover the investment expense). It must be at least 3 years for mountain fruits and 10 years for other sub-measures of Measure 101 and Measure 3.</p>	-	

<p>***A presentation should be made stating exactly how long the return on investment should be completed. The return on investment should be calculated only for the part of the investment covered by private co-financing (see tab. 10).</p> <p>Only investments that directly generate extra production value should be considered (such as a tractor, or any milking equipment but not a stable or manure depot, etc.);</p> <p>** In case of new orchards, grape vineyards or extra soft trees the sales value should be calculated for the year that the plants will generate maximum yields;</p> <p>*** The presentation should be based on income and expenses and be presented in Table 11.</p>	<p>-</p> <p>-</p> <p>-</p>	
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3. Data related to the workforce and project management

3.1. Manager (name, surname, position within the organization, relevant studies and professional experience

3.2. Total number of current employees, of which with executive duties.

3.3 Estimates about the workforce that will be employed after the implementation of the project
of which new jobs for project implementation.

The business plan should contain a detailed description of investments and activities in accordance with the requirements of the FVA for the improvement of standards.

The applicant must demonstrate in the business plan the economic viability of the enterprise at the end of the project. The enterprise must demonstrate that it can perform its obligations and debts regularly, without compromising the normal functioning of the enterprise

Also, the business plan should show how the project implementation will lead to the improvement of the overall performance of the agri-food enterprise through the presentation of the perspective of financial / economic sustainability.

4. Description of purchases made through the project

Name, number, value, technical and functional characteristics of the machinery / equipment / technologies / means of transport / equipment to be purchased through the project and, if necessary, technical presentation of the facilities where the equipment and tools will be located. Procurement should be based on current projected production capacities.

Table 5. Description of purchases made through the project

No.	Name / type of equipment /	Units	The amount without VAT	VAT	Total amount	Percentage of public support
1.						
2.						
TOTAL						

Note: Specify the technical characteristics of the equipment and machinery that make up a production line.

5. Implementation calendar (months) and main phases

Investment schedule expressed in values, months and activities.

Table 6. Example / Schedule for distribution

Type of investment and total cost (euro)	Year (for example 2022)		
	Month 1	Month 2	Month 3
For example cleaning tables	5 000		
For example, machinery for classification		15 000	
For example drying machinery			8 000

Table 7. For example / Schedule for construction of new facilities

Type of investment and total cost (euro)	Year (for example 2022)		
	Month 1	Month 2	Month 3
For example building components	5 000		
e.g. 1st floor construction without windows and roof		10 000	
e.g. 1st floor, windows and roof			5 000

6. Production capacity

Production capacities resulting from investment (in physical units). Production capacity in addition to the capacity in physical units kg / ton), the applicant to present the projected monetary value for the planned production capacity and to harmonize with other parts / chapters where financial data are presented.

A description of the technological workflow applied to the project technology must be provided.

7. Market supply / sale

Table 8. Potential suppliers of the enterprise

Potential suppliers of the applicant				
Name of supplier of raw materials / auxiliary materials / products / services	Address	Supplier product and approximate amount	Calculated value	% from the total distribution
1				
2				
N				

Table 9. Applicant potential clients

Applicant potential clients			
No.	Client (Name and address)	Amount	% of selling

1			
2			
3			

8. Competition and market strategy to be applied

Description of local and international competition. Description of the market strategy.

9. Financial details of the investment

Table 10. Detailed eligible and ineligible costs

Eligible costs	Public support	Private co – funding (euro)	Total
Eligible investments			
...			
Administrative costs (eg drafting a business plan)			
Ineligible investments			
TOTAL			

Cash flow (income / payments)

Forecast of income and payments for 3 years after the finalization of the investment.

The applicant must demonstrate the profitability of his farm for each year as well as the monthly availability of cash. The amount of money received from the loan is recorded as income and the monthly installments for loan repayment are recorded as an expense.

In the case of legal entities, the income statement for the last three years that has been submitted to the Tax Administration is calculated.

Note: Assumptions should be disclosed given the financial situation of the previous year for the submitted project. Furthermore the link between sales, forecasting, utilization of production capacity and pre-sales contracts must be considered.

ANNEX NO.3 PROCUREMENT PROCEDURES

PROCUREMENT PROCEDURES

(be attached to the contract of the Agricultural Development Agency for the beneficiaries)

1. General provisions applicable to all types of purchases

- All bidders / tenderers must complete the Rule of Origin - for details see other relevant provisions and annexes in the Applicant's Guide;
- No subcontractor may establish a contractual relationship between any other subcontractor and the beneficiary;
- Purchases must respect investments that meet the eligibility criteria set out in the business plan measures and guidelines e.g. in terms of return on investment, cash flow, etc.
- Procurement procedures are valid only for eligible investments, for ineligible investments procurement procedures are not mandatory;
- There are 3 types of procedures: direct purchases, purchases with at least 3 bids and selection based on public procurement (open tender);
- The procedure for purchases to be applied depends on the value of the purchases; it is forbidden to divide purchases for the same type of goods, works or services in order to avoid the procedural rules applicable to a higher threshold;
- Bidders should not be in conflict of interest;
- In case of distortion of information requested by the beneficiary or fail to provide this information, bidders will be excluded from awarding contracts;
- Adherence to procurement rules is a mandatory condition for accepting expenses. Therefore, the request file must contain the payment documents to prove the completion of the procurement procedures, as in Annex 5 of the contract.

2. Award / reward criteria:

Contracts must be awarded as follows:

- A. **In case of supply / goods** - based on the lowest price;
- B. **In the case of construction** (means the result of a construction or civil engineering project which in itself is sufficient to fulfill an economic or technical function and covers both execution and design) - based on the lowest price;
- C. **In case of services** (studies or technical assistance) - based on the lowest price;

3. Definition of conflict of interest

- Existence of links between the beneficiary and the supplier (relatives, or joint shareholders in the bidding companies) or between the members of the evaluation committee.

- Joint ownership (as individuals or as shareholders) among suppliers who submit bids.

4. Purchase procedures:

4.1 Direct purchases up to 10 000.00 euros.

Rules:

- The beneficiary can buy directly from the market,
- The purchase cost must respect the thresholds set in measure,
- There is no need for a contract signed between the user and the supplier, except in case of consulting costs,
- The beneficiary must request and receive a copy of the business registration certificate and a copy of the fiscal number certificate of the bidders.

4.2 Selection based on at least 3 offers ranging from 10 000.01 euros to 60 000.00 euros.

Rules:

- Purchases can be made only at least 3 offers (price quotation);
- Expenditures within the offer must respect the thresholds set within the measures;
- In all cases, a contract must be signed between the beneficiary and the supplier,
- Invitations for offers, offers and contracts must respect the provisions / details of which are presented within the technical project and within the business plan.
- The Bidder must send a call for proposals, respecting a standard format, as in Annex 1;
- Suppliers must register their bid in the entry / exit register.
- The Beneficiary must sign the declaration of compliance with the rules for the avoidance of conflict of interest, as in Annex 2.
- Bidders must sign the credible tenderer statement, as in Annex 3.
- The beneficiary will decide on the award of the contract to the bidder with arguments;
- The beneficiary must request and receive a copy of the business registration certificate and a copy of the fiscal number certificate of the bidders.

4.3 Procurement by public announcement (open tender) - starting from 60 000.01 euros

Rules:

- All provisions from point 4.2. must be respected;
- The beneficiary must publish his interest for the purchase through at least 1 (one) national daily newspaper, but if the value is higher than 150 000 € tender should also be presented in the international media. In addition, the beneficiary has the right to send invitations directly to potential suppliers to ensure a better competition among the bids, but only on the same day when the tender was announced;

- The content of the public invitation must include all the information presented in Annex 1;
 - The deadline for receipt of bids must be at least 10 days; The beneficiary will set up an evaluation commission;
- This commission must have an odd number of members, at least three, with all the necessary technical and administrative capacity to give a valid opinion on the tenders;
- The evaluation commission must issue a reasoned decision for awarding the tender;
 - The members of the evaluation commission must sign a statement of confidentiality and neutrality, as in Annex 4;
 - All applications for participation and tenders that meet the requirements, must be evaluated and ranked by the evaluation commission based on the selection and award criteria of the contract announced in advance;
 - The beneficiary must request and receive a copy of the Business Registration certificate and a copy of the fiscal number certificate of the bidders.

Annex 1

Name of private beneficiary.....

Number of business registration or personal number of the identification
.....

Fiscal number.....

Address.....
.....

Tel. / fax / e-mail
.....

No. Date

To: Name of company

Received today:
No. Date ___ / ___ / _____

Name and surname: No. of business registration
.....

Fiscal number Signature

Invitation to submit a bid

(Form)

Dear Madam/Sir,

(Name of beneficiary) invites you to submit your bid for (type of purchase).....
..... for implementation of a project co – financed by the MAFRD sub
measure /sub measure code <measure /sub measure and name > with the below title of the project,
which will be implemented in the municipality <Name municipality>.

Selection for giving criteria is (it must mention according to the type
of contract as presented in the point 2 of this document - Criteria for giving of price);

Contract will consist in purchasing/appropriation offor
implementation of the mentioned projects;

Type of contract: purchase of <services/goods/constructions works>; The
deadline for submission of the bid: <date>, <hour>.

Address where the bids will be submitted

Date and hour when the evaluation will start

Maximum value of purchase Find attached the
technical specification/terms of references for the bid required (to be attached as presented under the
technical project and if, it is implemented under the business plan).

We are waiting your bid until the date as specified and in the address as mentioned above.

<Name and surname of legal representative of the beneficiary>

Signature, place and date

Annex 2

Declaration of compliance with the rules for avoiding conflict of interest

I, the undersigned, as a legal representative of the project, declare
under the sanction of the laws in force, that:

1. There are no links (relatives, or joint stockholders for each company) between the beneficiary (or
beneficiary partners) and the tenders (or tenderer partners) who submit bids:
2. There is no joint ownership (as individuals or as a shareholders) among the bidders from whom I
have received bids.

Name and surname of legal representative of the
beneficiary

Signature _____

Date ___/___/___

Annex 3

Declaration on the seriousness of the bidder

I, the undersigned, as the legal representative of the project, declare with full responsibility under the sanction of the legislation and regulations in force that I am not in one of the situations listed below: In bankruptcy or liquidation, in court-administered affairs, I have entered into an agreement with creditors, suspended business activities, subject to legal proceedings related to those matters, or in any analogous situation caused by any similar proceedings provided for in national legislation or regulations;

I have been convicted of any misconduct related to professional conduct through a final judgment (res judicata), I have been guilty of serious professional misconduct proven by any means which the beneficiary may justify;

I have not fulfilled my obligations regarding the payment of social security contributions or the payment of taxes, in accordance with the legal provisions of the country in which I am designated and in the country of the beneficiary;

I have been the subject of a final judgment (res judicata) for fraud, corruption, involvement in a criminal organization or any other illegal activity that harms Kosovo's financial interests;

I am currently subject to an administrative financial penalty issued by ADA which is responsible for subsidies and grants for agriculture and rural development in Kosovo.
I have declared myself ineligible to the European Commission.

Name and surname of the legal representative of the beneficiary

Place and date

Signature

Annex 4 Declaration of confidentiality

Declaration of confidentiality and neutrality

I, the undersigned, member of the evaluation commission for the purchase of under the applied procedure <selection is based on at least 3 bids or selections based on the advertised procurement, organized by <name of the beneficiary>,>

I declare with full responsibility under the sanction of the legislation and regulations in force, as follows:

- a) I have no relatives or shares or business partners between the bidders and the evaluation committee;
- b) I am not a member of any Board, decision-making body or oversight body for any of the tenderers;
- c) I have no interest that could affect my neutrality when evaluating bids.

Also, I will be fully committed to maintaining the confidentiality of the content of the bids and the activity of the evaluation commission in case the information may affect the legal rights, property of the tenderer, or their trade secrets.

Name and surname of the legal representative of the beneficiary

Place and date

Signature

Annex 5 of Contract

Documents to be submitted together with the Request for Payment, depending on the procurement procedure.

Number of documents	Tender amount		
	Up to 10 000 euro	10 000 – 60 000 euro	More than 60 000 euro
Type of purchase	a. Goods <input type="checkbox"/> b. Constructions <input type="checkbox"/> c. Services <input type="checkbox"/>	a. Goods <input type="checkbox"/> b. Constructions <input type="checkbox"/> c. Services <input type="checkbox"/>	a. Goods <input type="checkbox"/> b. Constructions <input type="checkbox"/> c. Services <input type="checkbox"/>
1	Declaration		Copy of the announcement published in the press / newspaper
2		1 At least three invitations completed written, signed by the bidder (tenderer), from Annex 1	Completed written invitations, signed by the bidder (tenderer), from Annex 1 - not mandatory - if this is the case / decided by the grant beneficiary
3		Copies of the business registration certificate of each of the tenderers (for at least 3 tenderers)	Copies of the business registration certificate of each of the tenderers (for at least 3 tenderers)
4		Copies of fiscal number of tenderers (for at least 3 tenderers)	Copies of fiscal number of tenderers (for at least 3 tenderers)

5		Bids received (at least 3)	Bids received (at least 3)
6			Decision on the establishment of the evaluation commission
7		Declaration for the respecting of rules for avoiding the conflict of interest (from Annex 2)	Declaration for the respecting of rules for avoiding the conflict of interest (from Annex 2)
8		Declaration of reliability of tenderers (from Annex 3)	Declaration of reliability of tenderers (from Annex 3)
9			Declaration of Confidentiality and Neutrality (Annex 4)
10		Tender award report	Tender award report
11		Contract signed with the designated winning bidder	Contract signed with the designated winning bidder

* The value and completeness of the documents refers to one or more purchases - depending on the type of purchase (specific are those for services, goods or construction), each purchase may refer to one or more invoices paid.

ANNEX NO.4 LIST OF ELIGIBLE EXPENDITURE – 2022

<i>LIST OF ELIGIBLE EXPENDITURE FOR MEASURE 3</i>	
<i>Investments in processing and marketing of agricultural products</i>	
Expenditure code	Name of eligible expenditures
	Hardware and software (needed to manage production processes) are eligible for all expenses listed in the List of Eligible Expenses
(3.1)	MILK SECTOR
	CONSTRUCTION

1	<p>Construction, renovation and expansion of facilities for processing milk and dairy products, accompanying spaces for receiving raw materials, thermal processing, cooling and storage of final products, packaging and storage of packaging material and additives</p> <p>Laboratory and sanitary facilities, internal road network,</p> <p>Facilities for installation of ventilation, cooling and heating systems, power facilities, construction and / or reconstruction of water supply systems (including wells), gas, electricity (including generators) and sewerage, including sewage treatment.</p>
2	<p>Investments in equipment for the use of renewable energy for the needs of the enterprise.</p> <ul style="list-style-type: none"> -solar photovoltaic plants, - hydro plants, wind plants, - -biomass plants etc. including connection from the plant to the use of renewable energy sources in the distribution network, construction of fences, roads and parking within the economy.
<i>Equipment</i>	
1	<p>Equipment for collecting and storing milk at collection points, as well as appropriate measuring devices.</p>

2	Specialized vehicles for the transport of raw materials together with relevant equipment (sampling and quality control equipment) Specialized vehicles for transporting final products
3	Equipment for sampling, receiving, processing, filling and packaging of milk and dairy
4	Equipment for cleaning, washing and disinfecting Hygienic equipment, installation of CIP (Clean in Place) systems
5	Equipment for handling and storing dairy products
6	Equipment for monitoring, measuring and handling production and storage processes (with montage).
7	Equipment for product improvement and quality control (HACCP, ISO 22000), food safety enhancement services (HACCP, ISO22000). Advisory services for the implementation of the HACCP security system.
8	Equipment for treatment, and transportation of waste and packaging material inside the
9	Inlet water purification and filtration equipment.
10	Equipment for the safety of special microclimatic conditions in production and storage areas including air conditioning equipment - regulation of: heating / cooling, drying / air humidity)
11	Hygienic equipment for washing and drying hands in the facility and toilets (including showers), wardrobe equipment and equipment for cleaning, washing and disinfecting clothing and footwear
12	Laboratory equipment
13	Construction of fences, roads and parking within the economy
2	MEAT AND SLAUGHTER SECTOR
	<i>Construction</i>
1	Meat processing Construction, renovation and expansion of facilities for meat production. Space for processing minced meat, preparation, space for receiving and storing meat, production space, including rooms with special microclimatic conditions for production, space for packaging, space for storage of final products, space for storage of spices, additives and other means required for production, storage space for packaging material; separation space for storage and storage of - reagents for cleaning, washing and disinfection; space for collection of animal by-products that are not for human consumption. Space for installation of systems for ventilation, cooling and

heating, construction and / or renovation of water supply systems (including wells), gas, electricity (including generators) and sewerage, including waste and wastewater treatment facilities. Laboratory space, sanitary facilities, etc.

2	Construction, renovation and expansion of slaughterhouses for slaughter of animals, space for stunning and slaughter of animals, space for carrying out the production process; spaces for extraction of entrails and further processing, spaces for analysis (autopsy) and removal of bones from meat; space for emptying and clearing the stomach and intestines; space for cold storage of meat; space for storing meat that is considered inadequate for human consumption, space for cooling meat; autopsy and meat packing areas; space for packaging of edible by-products; space for transferring or removing meat; space for proper cleaning, washing and disinfection of machinery for animal transport vehicles; space for veterinary services, space for separate storage of packaged and unpackaged meat, refrigerator, space for storage of animal by-products not intended for human consumption, space for installation of ventilation, cooling and heating systems. Facilities for the temporary reception and keeping of animals for slaughter, including areas for animals injured or suspected of having diseases.
3	Construction of an area or covered area for the discharge of animals
4	Construction of a facility for cleaning, washing and disinfecting vehicles for live animals
5	Construction of plants for the use of renewable energy sources (solar plants, hydro plants, wind plants, biomass plants, etc., including the connection from the plant for the use of renewable energy sources in the distribution network.
	Construction of fences, roads and parking within the economy
	<i>Equipment</i>
1	Equipment for unloading animals ramp - laura
2	Equipment for transporting live animals to slaughterhouses
3	Discharge and drainage blood equipment
4	Paisje për pranimin e lëndës së pare
5	System for transporting slaughtered parts (meat)
6	Meat processing equipment in slaughterhouses after drainage (bleeding)
7	Apparatus for determining the muscle tissue of slaughtered meat
8	Equipment for the collection of waste of animal origin
9	Equipment for processing and packaging of edible by-products
10	Equipment for emptying and cleansing the stomach, bladder and intestines
11	Cutting, processing, packaging and labeling equipment
12	Equipment for processing and storing fat
13	Equipment for cooling and / or freezing of raw materials and final products, including measuring apparatus
14	Equipment for the production of minced meat, meat preparations, mechanically separated meat and meat products.
15	Equipment for receiving, handling, storing and transporting final products in sales centers with appropriate measuring devices
16	Equipment for cleaning, washing and disinfecting vehicles
17	Equipment for internal veterinary control.

18	Laboratory equipment other than glassware.
19	Equipment for monitoring, measuring and handling production and storage processes (with montage)
20	Cleaning, washing and disinfecting equipment.
21	Metal detection equipment and / or other physical hazards
22	Equipment for providing special microclimatic conditions in production and / or storage space (including equipment for air conditioning, heating / cooling, drying / humidity)
23	Hygienic equipment for washing and drying hands in the facility and toilets (including showers), wardrobe equipment and equipment for cleaning, washing and disinfecting
24	Equipment for physical, chemical and biological wastewater treatment, prevention of air pollution and solvents
25	Equipment for plants for the use of renewable energy sources
26	Equipment for product improvement and quality control (HACCP, ISO 22000), food safety enhancement services (HACCP, ISO22000). Advisory services for the implementation of the HACCP security system.
3	FRUITS, VEGETABLES PROCESSING SECTOR AND COLLECTION POINT / WAREHOUSE
	<i>Construction</i>
1	Construction, renovation and expansion of facilities for processing and collection / warehouse. Space for receiving raw materials, washing / cleaning, sorting, treatment, storage, drying, frozen trees, analysis of final products, with internal road network inside the building, storage of packaging materials, additives and final products, space for system ventilation, cooling and heating, energy facilities; construction and / or reconstruction of water supply systems (including wells), gas, electricity (including generators) and sewerage, including sewage treatment facilities.
2	Construction of plants for the use of renewable energy sources (solar plants, hydro plants, wind plants, biomass plants, etc., including the connection from the plant for the use of renewable energy sources in the distribution network by the plant for the use of renewable energy sources) renewable energy of the facility).
3	Construction of fences, roads and parking within the economy.
	<i>Equipment</i>
1	Equipment for washing and / or drying, cleaning and sorting
2	Equipment and machinery for processing, packaging, labeling and temporary storage
3	Pasteurization / sterilization equipment
4	Equipment for cooling and freezing
5	Artificial ventilation equipment, air conditioning, cooling and heating systems for processing and storage facilities
6	Equipment and machinery for waste and sewage treatment
7	Equipment and machinery for heating systems

8	Equipment for transporting fruits and vegetables (containers, plastic or wooden crates of a certain size)
9	Machinery for transporting fruits and vegetables inside the facility
10	Physical, chemical and biological sewage treatment equipment, air pollution prevention
11	Hygienic equipment for washing and drying hands in the facility and toilets (including showers), wardrobe equipment and equipment for cleaning, washing and disinfecting clothing and footwear
12	Filling lines, wrapping labeling equipment and other specialized equipment.
13	Laboratory equipment
14	Glass and metal detection equipment and / or other physical hazards
15	Raw material storage equipment and final products
16	Equipment for plants for the use of renewable energy sources
17	Investments for the implementation of quality management standards (HACCP, ISO 22000)
18	Inlet water purification and filtration equipment.
4	SECTOR OF WINE
	<i>Construction</i>
1	Construction, renovation and expansion of facilities for wine production, accompanying space in the production process. Construction of plants for the use of renewable energy sources (solar plants, hydro plants, wind plants, biomass plants, etc., including the connection from the plant for the use of renewable energy sources in the distribution network.
2	Construction and / or renovation of waste management facilities
3	Construction of fences, roads and parking within the economy.
	<i>Equipment</i>
1	Equipment and machinery for grape processing
2	Equipment and machinery for cider and wine
3	Wine storage equipment, including pumps and tanks required
4	Wine filling production line with adequate equipment including equipment and machinery for washing and disinfecting bottles.
5	Tanks and pipes from inox
6	Equipment for transportation within the winery according to product requirements (pallets for bottles, containers ...)
7	Hygienic equipment for washing and drying hands in the facility and toilets (including showers), wardrobe equipment and equipment for cleaning, washing and disinfecting
8	Physical, chemical and biological wastewater treatment equipment.
9	Equipment for artificial ventilation, cooling and heating of processing and storage facilities.
10	Equipment for physico-chemical analysis in wine and spirit drinks
11	Investments for the implementation of quality management standards (HACCP, ISO 22000)
12	Equipment for plants for the use of renewable energy sources

13	Equipment for use of ground's dregs of grape
14	CIP system of cleaning
LIST OF ELIGIBLE WORKS FOR MEASURE 3	
	Demolition-related activities - demolition of existing constructions - transport of materials to the nearest landfill Subsidiary activities
1	Land works - digging the humus surface - digging the soil - digging the foundations - construction of the embankment - raising and strengthening the base - transport of excavated material - subsidiary activities
2	Concrete works - construction of concrete base - placement of necessary constructions - placement of armature - construction of concrete floor and cement embankments - concreting work, terrain regulation, road access / road connection - placement of appropriate prefabricated elements - opening of the channel system - subsidiary activities
3	Block / brick works - wall - horizontal and vertical insulation of the building - plastering of the ceiling and walls in the building - fence construction, terrain regulation, roads / road connections - placement of prefabricated elements - construction of small elements inside the building (chimney, ventilation system, etc.) - subsidiary activities
4	Wooden works - construction of all elements related to the new building or adaptation of the old building - placement of wooden constructions (base, timbers and roof constructions) - wooden construction work such as flooring, space adjustment, road fences - placement of small wooden constructions - subsidiary activities
5	Insulation and facade works - isolation - facade - placement of prefabricated elements

6	<p>Roof construction works</p> <ul style="list-style-type: none"> - placement of roof structures - roof covering / laying of
7	<p>Sheet metal works</p> <ul style="list-style-type: none"> - construction of gutters - construction of the system for atmospheric sewage - snow cutters - subsidiary activities
8	<p>Ceramic works</p> <ul style="list-style-type: none"> - preparation of the base for laying ceramic tiles - laying of ceramic tiles - final activities after laying ceramic tiles - subsidiary activities
9	<p>Wooden works</p> <ul style="list-style-type: none"> - construction of windows, doors, wooden fences, stairs, etc. - construction of interior and exterior elements of wood - subsidiary activities
10	<p>Works for laying the floor</p> <ul style="list-style-type: none"> - creating the basis for the construction of the floor - floor construction - final activities subsidiary activities
11	<p>Painting / dyeing works</p> <ul style="list-style-type: none"> - painting ceilings and walls - painting wood and metal surfaces - subsidiary activities
12	<p>Metal works</p> <ul style="list-style-type: none"> - construction of metal elements - placement of metal structures - placement of the fence (balcony, stairs, etc.) and fencing of the building - placement of necessary prefabricated metal elements - subsidiary activities
13	<p>Stone works</p> <ul style="list-style-type: none"> - stone wall - coating with stones / layers of stones - fencing walls, environmental regulation, from stone, access to roads / road connections - placement of prefabricated elements - subsidiary activities

14	<p>Technical installations</p> <ul style="list-style-type: none"> - installation of electricity supply - installation of gas supply - installation of external and internal electricity installations - installation of drainage system - installation of water supply system, installation of water tanks, hydrophores, etc. - installation of internal and external sewerage system related to the secondary sewerage system or septic tank / reservoir sewerage, - construction of septic tank / reservoir - installation of internal sanitary equipment - installation of systems for heating, ventilation, air conditioning and air / water purification systems (heating and cooling systems), - installation of water treatment equipment and water treatment stations, - subsidiary activities
15	<p>Other activities</p> <ul style="list-style-type: none"> - construction of parking lots and parking places - work of the road network - environmental regulation (excluding ornamental plants) - other subsidiary activities
<i>List of eligible expenditures for equipment installation</i>	
1	Installation of acceptable equipment and machinery
2	Installation of equipment for the production of renewable energy (wind, solar, geothermal, biogas, etc.)
3	Installation of computer hardware and software including sensors
GENERAL EXPENDITURES FOR MEASURE 3	
<i>List of general expenditures for preparing the business plan</i>	
1	Administrative expenses, although incurred prior to the signing of the contract, are eligible only if the project has been selected and contracted by the Agricultural Development
2	Other costs related to the project, such as: costs for architect, engineer and costs for preliminary studies, as well as the issuance of relevant documents and permits are eligible up to 7% of eligible costs but not more than 15,000 €, while the costs for the preparation of the business plan are eligible up to 3% of eligible project costs, but not more than € 5,000;
General expenditure for services (craftsmanship)	
1	Payments for the provision of services (builders) refer to the market price list.
<i>Project-level publicity and information expenditures</i>	

1	<p>Eligible marketing expenses for all Measure 3 sub-measures are: preparation and printing of catalogs, leaflets, brochures, posters, etc., for product promotion, but not for their distribution. Also, acceptable marketing expenses are the production of promotional audio and video spots, but not their media distribution;</p> <p>The maximum value of eligible marketing costs is limited to 5% of the total eligible costs, but not more than € 10,000;</p>
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ANNEX NO.5 MINIMUM NATIONAL STANDARDS

The following annex presents the list of national minimum standards for measures that is an integral part of the ARDP in Kosovo.

Food and quality safety

Topics (fields of standards)	Kosovo's Legal framework (relevant legislation)	National minimum standards (brief description of requirements and standards)	Technical bodies (responsible for implementation)
Sector of milk	<p>Ligji Nr. O3/L-016 <i>për ushqimin</i></p>		
	<p>Regulation no. 10/2011 on official controls performed to ensure verification of compliance with the law on food and feed and rules for animal health and welfare</p> <p>Regulation no. 11/2011 on the hygiene of foodstuffs</p>	<p>Food Business Operators dealing with foods of non-animal origin and small operators supplying consumers directly are required to register with the Competent Authority (Food and Veterinary Agency).</p> <p>Food Business Operators dealing with food of animal origin such as slaughterhouses, meat processing plants, dairies and refrigeration depots must be subject to approval procedures.</p>	<p>Food and Veterinary Agency</p>



Topics (field of standards)	Kosovo's legal framework (relevant legislation)	National minimum standards (brief description of requirements and standards)	Technical bodies (responsible for implementation)
Food safety, hygiene and animal nutrition	Regulation no. 11/2011 on the hygiene of foodstuffs Regulation no. 12/2011 on determining specific rules on the hygiene of food of animal origin Regulation no. 27/2012 on microbiological criteria of foodstuffs	Businesses Operators for Food (BOF) of Humans and Animals, in addition to the Law on Food, must comply with the rules set out in the regulations mentioned. There are temporary provisions that give operators time to upgrade their structures and functionality (eg compliance with HACCP principles by the end of 2013). The official annual control and sampling plan is a risk-based plan that operators must comply with the microbiological criteria of products placed on the market and food safety criteria during the production phases.	Food and Veterinary Agency

<i>Traceability</i>	Law No. 03/L-016 on Food	Based on food law, BOF are obliged to apply the principle of traceability at all stages of production.	Food and Veterinary Agency
Labeling of human food and animal feed	Law no. 04 / L-121 on consumer protection U.A. 12/2005 on the labeling of foodstuffs	Labeling requirements are set out in Administrative Instruction 12/2005 on the labeling of foodstuffs based on Directive 2000/13 / EC. All products must be labeled according to this A.I. containing important information for the consumer.	Food and Veterinary Agency Ministry of Industry and Trade
Environmental protection			

Topics (field of standards)	Kosovo's legal framework (relevant legislation)	National minimum standards (brief description of requirements and standards)	Technical bodies (responsible for implementation)
Safe on-farm milk and meat production	A.I. MA 20/2006 on the criteria of hygiene of fresh milk Law on Veterinary 21/2004	In addition to the criteria for fresh milk that determine the parameters that must be summarized by farmers, the Law on Veterinary establishes rules for primary producers regarding the safety of products in terms of animal diseases on livestock farms.	Food and Veterinary Agency

	Dairy processors and milk collectors	<p>Regulation no. 11/2011 on the hygiene of foodstuffs</p> <p>Regulation no. 12/2011 on determining specific rules on the hygiene of food of animal origin</p> <p>Regulation no. 27/2012 on microbiological criteria of foodstuffs</p> <p>A.I. MA 20/2006 on fresh milk hygiene criteria</p>	<p>Dairies must comply with the regulations in force for the hygiene of their products, facilities and practices of safe production of milk and dairy products.</p> <p>The regulation stipulates that OBU must comply with HACCP principles by the end of 2013.</p> <p>There is an administrative instruction setting out the criteria for fresh milk that must be met before fresh milk can be further processed by processors.</p>	Food and Veterinary Agency
Sector	Meat processing			Food and Veterinary Agency

Topics (field of standards)	Kosovo's legal framework (relevant legislation)	National minimum standards (brief description of requirements and standards)	Technical bodies (responsible for implementation)
Approval as a meat processor	<p>Law no. O3 / L-016 on food</p> <p>Regulation no. 10/2011 on official controls undertaken to ensure verification of compliance with the law on food and feed and rules for animal health and welfare</p> <p>Regulation no. 11/2011 on the hygiene of foodstuffs</p> <p>A.I. MA 01/2006 on the approval of slaughterhouses and facilities for meat processing and their inspection</p>	Based on the declared acts, slaughterhouses and meat processing facilities must be approved for operation. They must meet the requirements for hygiene in their facilities, activities and requirements related to the raw material.	Food and Veterinary Agency

Topics (field of standards)	Kosovo's legal framework (relevant legislation)	National minimum standards (brief description of requirements and standards)	Technical bodies (responsible for implementation)
Food quality and safety	<p>Regulation no. 11/2011 on the hygiene of foodstuffs</p> <p>Regulation no. 12/2011 on determining specific rules on the hygiene of food of animal origin</p> <p>Regulation no. 13/2011 on determining the specific rules on the organization of official controls of products of animal origin for human consumption</p>	<p>This regulation specifies the minimum requirements that meat producers must meet to place their products on the market.</p> <p>There are no general and specific provisions for production processes and self-controls, official controls that must verify compliance are set out in Regulation 13/2011.</p>	
Introduction and use of HACCP	Regulation no. 11/2011 <i>on the hygiene of foodstuffs</i>	This regulation stipulates; BOFs must work according to HACCP principles by the end of 2013.	Food and Veterinary Agency

Topics (field of standards)	Kosovo's legal framework (relevant legislation)	National minimum standards (brief description of requirements and standards)	Technical bodies (responsible for implementation)
Sanitary control	<p>Regulation no. 12/2011 on defining specific rules on the hygiene of food of animal origin</p> <p>A.I. MA 01/2006 on the approval of slaughterhouses and facilities for meat processing and their inspection</p> <p>Regulation no. 13/2011 on determining the specific rules on the organization of official controls of products of animal origin for human consumption</p>	<p>The minimum criteria for the sanitation of buildings are defined in several regulations. Requirements for sanitation and hygienic conditions are mandatory for BOFs during their approval and early registration process, as well as at all other stages of production. Verification of compliance is the responsibility of Food and Veterinary Agency inspectors.</p>	

Waste and by-products management	Law no. 04 / L-060 on Waste Draft regulation for by – products	The general rules for waste are defined within this law. Specific rules for animal by – products will be defined based on Regulation (EC) No. 1069/2009 which is under drafting procedures.	Ministry of Environment and Spatial Planning Food and Veterinary Agency
Slaughter, food processing and maintenance	Regulation no. 11/2011 on the hygiene of foodstuffs	Regulation no. 12/2011 sets out specific requirements for OBUs for slaughter of various types, slaughter procedures, equipment and the entire food safety chain	Food and Veterinary Agency

Topics (field of standards)		Kosovo's legal framework (relevant legislation)	National minimum standards (brief description of requirements and standards)	Technical bodies (responsible for implementation)
		<p>Regulation no. 12/2011 on determining specific rules on the hygiene of food of animal origin</p> <p>Regulation no. 13/2011 on determining the specific rules on the organization of official controls of products of animal origin for</p>	in terms of products of animal origin. Defines the tasks of FBOs and responsibilities for information and tracking of the food chain.	
	Introduction and use of HACCP	Regulation no. 11/2011 on the hygiene of foodstuffs	This regulation stipulates; FBOs must work according to HACCP principles by the end of 2013.	Food and Veterinary Agency

Animal health and welfare

Topics (field of standards)		Kosovo's legal framework (relevant legislation)	National minimum standards (brief description of requirements and standards)	Technical bodies (responsible for implementation)
Animal health and welfare	Identification and registration of animals	Law no. 21/2004 Law on Veterinary		

Topics (field of standards)	Kosovo's legal framework (relevant legislation)	National minimum standards (brief description of requirements and standards)	Technical bodies (responsible for implementation)
(cattle, sheep, goats)	Administrative Instruction no. 12/2012 Identification and Registration of Animals	The purpose of this administrative instruction is to determine the appropriate location of products of animal origin and their movement inside and outside the Republic of Kosovo, conditions and criteria for cattle,	Food and Veterinary Agency
Protection of animals during transport and slaughter	Law no. 21/2004 Law on Veterinary and Law no. 02 / L-10 on Animal Welfare.		
	Administrative Instruction no. 17/2005 on the transport of animals within the Republic of Kosovo. Administrative Instruction 24/2006 on the slaughter of animals by humans.	The current administrative instruction defines the circulation of all categories of live animals within the territory of Kosovo. This administrative instruction defines the requirements for human slaughter of animals intended for slaughter, and during alignment, tying (pening), stunning, killing and slaughter, slaughter facilities, their supervision and inspection of animals and objects, as well as methods of slaughter.	Food and Veterinary Agency

Conditions for the protection of animals kept for farm	Law no. 02 / L-10 Law on Animal Welfare		
--	--	--	--

Topics (field of standards)	Kosovo's legal framework (relevant legislation)	National minimum standards (brief description of requirements and standards)	Technical bodies (responsible for implementation)
	Administrative Instructions 19/2006 on the quarantine of animals.	The purpose of this administrative instruction is to regulate issues related to the quarantine of live animals imported into the Republic of Kosovo.	Food and Veterinary Agency

Topics (field of standards)	Kosovo's legal framework (relevant legislation)	National minimum standards (brief description of requirements and standards)	Technical bodies (responsible for implementation)
Animal disease	<p>Law No. 21/2004 On Veterinary, Administrative Instruction Prevention, fight and eradication of epidemic disease</p> <p>Rabies No: 10/2005; Foot and mouth disease 24/2005; FMD 27/2006; <i>Bluetongue</i> 28/2006; CFS 33/2006; TSE 34/2006; TB, brucelozza leucoza of cattle 26/2007 ; B. melitensis (sheep, goat and pigs) 07/2008; Anthrax 06/2008; Bees disease 15/2008;</p>	<p>All these administrative instructions are in accordance with the prevention, fight and eradication of epidemic diseases in the Republic of Kosovo.</p>	Food and Veterinary Agency

		Birds Salmonella 32/2008;		
Topics (field of standards)		Kosovo's legal framework (relevant legislation)	National minimum standards (brief description of requirements and standards)	Technical bodies (responsible for implementation)
	Workers' health, hygiene and well-being	Law no. 04 / L-161 On safety and health at work	The purpose of this law is to determine measures to improve the level of security and employee health also contains general principles for the prevention of occupational hazards, elimination of risk factors and accidents, information, consultation, participation of balanced in improving the level of safety and health at work.	Labor inspection - MLSW
	Environmental protection			

Environment Protection

Topics (field of standards)	Kosovo's legal framework (relevant legislation)	National minimum standards (brief description of requirements and standards)	Technical bodies (responsible for implementation)
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Environment Protection	Surface water protection	Law no. 04 / L-147 on Kosovo waters	It is forbidden to perform all works which cause a change in the water condition. Interventions in order to improve, rehabilitate and maintain good water condition, are carried out in accordance with river basin management plans.	Waters inspection - MESP
Topics (field of standards)		Kosovo's legal framework (relevant legislation)	National minimum standards (brief description of requirements and standards)	Technical bodies (responsible for implementation)
		Law No. 02/L-26 on agricultural land	The owner or user of agricultural land is obliged to use agricultural land in a way that suits the natural properties of the land, without reducing its value and using appropriate agro-technical measures.	Inspection for agriculture MAFRD
		Law No. 2004/30 on air protection from pollution	Every enterprise must maintain air quality, protect it from pollution caused during the activity exercised in the territory of the Republic of Kosovo.	Kosovo Agency for Environmental Protection- MESP
		Law No. 03/L-233 On nature protection	Owners and lawful users of natural ingredients are obliged to allow the representatives of the bodies to perform administrative and / or professional work in nature protection - hereinafter: the competent bodies - and the persons authorized by them to visit and watch them for the purpose of research, collection of professional data as well as to supervise the implementation of measures and conditions set for nature protection, as well as for the protected values of nature.	MESP

ANNEX NO.6 REQUEST FOR PAYMENT



Republika e Kosovës
Republika Kosova-Republic of Kosovo
Qeveria - Vlada - Government

Ministria e Bujqësisë, Pylltarisë dhe Zhvillimit Rural /Ministarstvo Poljoprivrede, Šumarstva i Ruralnog Razvoja/Ministry of Agriculture, Forestry And Rural Development
Agjencia për Zhvillimin e Bujqësisë/Agencije za Ruralni Razvoj/ The Agriculture Development Agency

REQUEST FOR ADVANCE	
MEASURE 3- Processing and Marketing of Agricultural Products 2022	
I. APPLICANT DATA	(Name and surname of legal entity)
	Region:
	Municipality:
	Place:
	Address:
	Telephone:
	E-mail:
	Website:
II. PROJECT TITLE
III. Unique Number of Project Registration (UNPR)

For official use only (this section is completed by the regional official)

By signing this request for advance

I declare that:

1. All data and documents which I have submitted with this request for advance are real
2. The investments presented in the business plan will be made in full and on legal time.
3. The funds for which I want to be paid as an advance will be used to start investments presented in the table of expenses for project implementation.
4. I have not received any other public financial support for the same investments.
5. I have no arrears debts in public institutions.
6. I agree that the Ministry of Agriculture, Forestry and Rural Development publish it this information about my project – beneficiary name, location of investment, the amount of support and the total amount of expenses.
7. I am aware that the submission of untrue data is punishable by applicable laws.

XI. Date /Signature

Date— month — year

...../...../.....

.....

.....

(Name, surname and signature)
(Stamp for legal entity)

ATTACHED DOCUMENTS

Please mark "x" and list them in this order at the bottom of the payment request

1. General documents

- | | |
|---|--------------------------|
| 1. Copy of valid ID card of the Republic of Kosovo and copy of registration of Business, the document that shows who has the right to sign on behalf of the company | <input type="checkbox"/> |
| 2. Notarized authorization (in case the request is submitted by authorized) | <input type="checkbox"/> |
| 3. Copy of the valid identity card of the authorized person (in case the request submitted by the authorized person) | <input type="checkbox"/> |
| 4. Copy of Bank Account | <input type="checkbox"/> |

4. Banking Guarantee		
Banking guarantee must be provided for the period of time until the final payment is made by ADA, respectively until the final decision of the appeals commission. Any request for additional term must be covered by a bank guarantee.		<input type="checkbox"/>
6. Copy of the Contract and copy of the Information Letter (approval)		<input type="checkbox"/>
Project amount		
1. Total amount of the project in €		
2. Public Support Amount €		
3. 50 % of the Public Support Amount (advance) €		

Note: The advance payment request will be approved only after the contract is signed and the bank guarantee is provided by the beneficiary.



Republika e Kosovës Republika Kosovo
- Republic of Kosovo Qeveria - Vlada -
Government

Ministria e Bujqësisë, Pylltarisë dhe Zhvillimit Rural
Ministarstvo Poljoprivrede, Šumarstva i Ruralnog
Razvoja Ministry of Agriculture, Forestry and Rural
Development

REQUEST FOR PAYMENT 2022	
MEASURE 3 Sub sector. _____	
I. Applicant data	(Name and surname of legal entity)
	Region:
	Municipality:
	Place:

	Address:
--	----------

X. Declarations

By signing this request for advance

I declare that:

- 1) All data and documents, which I have submitted with this request for payment are true.
- 2) The investments included in the payment request are indeed made.
- 3) The expenses for which I request to be paid are presented in the Expenses Table of this request.
- 4) I have not received any other public financial support for the same investments.
- 5) I have no arrears debt in public institutions.
- 6) I agree that the Ministry of Agriculture, Forestry and Rural Development to publish this information about my Project – the name of the beneficiary, the location of the investment, the amount of support and the total amount of expenses.
- 7) All invoices have been paid and prices are not inflated.
- 8) I have fully complied with the procurement procedures as described in the annex to the contract which I have signed with ADA.
- 9) I am aware that the submission of untrue data is punishable by applicable laws.

XI. Date /Signature

Date — month— year /...../..... (Name, surname and signature) (Stamp for legal entity)
---	--

Note: The beneficiary only fills in the spaces in white

ATTACHED DOCUMENTS

Please mark "x" and list them in this order at the bottom of the payment request

<u>1. General documents</u>	
Copy of valid ID card of the Republic of Kosovo and copy of registration of Business, the document that shows who has the right to sign on behalf of the company	<input type="checkbox"/>
Notarized authorization (in case the request is submitted by a authorized)	<input type="checkbox"/>
Copy of the valid identity card of the authorized person (in case the request submitted by the authorized person)	<input type="checkbox"/>
4. Original invoices proving the expenses incurred	<input type="checkbox"/>

5. List of employees and payment of contributions, All beneficiaries, who in their business plan have stated that they will create new jobs and therefore have earned points during the evaluation, must create them and prove by paying the pension contribution and tax salary starting at least from the last month before the last payment request. Beneficiaries are required to hold these vacancies filled with full-time employees for 3 years, as	<input type="checkbox"/>
Payment order (in cases when the payment was made in a bank in the amount of over € 500) / fiscal coupon (in cases where the payment was made in cash under € 500) which is attached to the invoice and shows that the beneficiary has made the payment	<input type="checkbox"/>
Bank account statement that includes the payment period showing that the beneficiary has made the payments (in cases where payments have been made by transfer to bank)	<input type="checkbox"/>
Before submitting the request for payment to ADA, each project must be evaluated by the FVA if the main national standards are met according to the laws in force, together with the request for payment and other documents, must provide the Report attached to the Checklists by FVA that confirms that the investment is in line with national standards.	<input type="checkbox"/>
Only in the case of construction projects	<input type="checkbox"/>
8. Construction permit issued by the competent body of the Municipality;	<input type="checkbox"/>
9. Environmental impact assessment if provided by law	<input type="checkbox"/>

Documents related to procurement procedures (separate and complete documents for each procurement procedure)

Number of document	Tender amount		
	Up to 10 000.01 euro <input type="checkbox"/>	10 000.01 – 60 000 euro <input type="checkbox"/>	More than 60 000 euro <input type="checkbox"/>
Type of purch	a. Goods <input type="checkbox"/> b. Constructions <input type="checkbox"/> c. Services <input type="checkbox"/>	a. Goods <input type="checkbox"/> b. Constructions <input type="checkbox"/> c. Services <input type="checkbox"/>	a. Goods <input type="checkbox"/> b. Constructions <input type="checkbox"/> c. Services <input type="checkbox"/>
1	Deklarata	-	Copy of the announcement published in the press / newspaper
2		At least three completed written invitations, signed by the bidder (tenderer), from Annex 1	Completed written invitations, signed by the bidder (tenderer), from Annex 1 - not mandatory - if this is the case / decided by the grant beneficiary
3		Copies of the business registration certificate of each of the tenderers (for at least 3 tenderers)	Copies of the business registration certificate of each of the tenderers (for at least 3 tenderers)
4		Copies of fiscal number of tenderers (for at least 3 tenderers)	Copies of fiscal number of tenderers (for at least 3 tenderers)
5		Bids received (at least 3)	Bids received (at least 3)
6			Decision on the establishment of the evaluation commission
7		Declaration on compliance with the rules for the avoidance of conflict of interest (from Annex 2)	Declaration on compliance with the rules for the avoidance of conflict of interest (from Annex 2)
8		Declaration for tenderer reliability (from Annex 3)	Declaration of reliability of the tenderer (from appendix 3)
9		-	Declaration of Confidentiality and Neutrality (Annex 4)
10		Tender award report	Tender award report
11		Contract signed with the designated winning bidder	Contract signed with the designated winning bidder

Table of expenses according to the request for payment Unique Registration Number (URN) of the request for payment:

№	Type of expenses	Quantity		Price per unit without VAT / Euro	Price per unit with VAT / Euro /	Total amount without VAT / Euro /	Total amount with VAT / Euro /	Invoice number	Invoice date	Authorized support / Euro /
		The measure unit	Quantity							
1	2	3	4	5	6	7	8	9	10	11
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										
13										
14										
15										
Total amount:										

Note: the shaded areas in the table above should only be filled in by Paying Agency officials

ANNEX NO.7 THE EVALUATION REPORT IS SENT TO THE APPLICANT VIA SMS.

ANNEX NO. 8 COMPLAINT FORM

Appeal

Namer and surname _____, Village _____
Municipality _____

I appeal against the decision no: _____ date: _____, as applicant
Rural Development Project:

Sector:

Milk processing, meat

processing

Fruits and vegetables processing

wine production

No. of application _____

Causes of appeal:

Note: Attach the documents you are contesting

ANNEX NO. 9 CONTACTS AND INFORMATION POINTS

Contacts and information points (places) related to the application

<p>MAFRD/ADA MAFRD/ADA Address: Street: Ukshin Hoti 10,000 Prishtinë- Complex „Ramiz Sadiku,, floor I IX from Monday to Friday from 10:00 – 12:00 and 13:00 – 15:00 tel; 03820038-871 or 3820038-421</p>

ADA Regional Offices

No.	Region	Address	Telephone
1	Prishtine	“Zona Industriale”- Fushë Kosovë, (in front of Maxi-Market)	038601-169
2	Mitrovice	“Mbretëresha Teutë” p.n.	028522- 501
3	Peje	Agricultural Institute,	039431-276
4	Gjakove	Street. “Marin Brleti” nr.2, floor III.	0390 320-992
5	Prizren	Street. “Avni Rrustemi” 159	029244-793
6	Ferizaj	“Dëshmorët e Kombit” p.n.	0290324-661
7	Gjilan	“Bulevardi i Pavarësisë” (Street. e Ferizaj-it, Soliteri floor I)	028032-6106

ANNEX NO 10 INDICATOR FORM

Measure 3, - Sector 3.1 Milk processing & 3.2 Meat processing Year 2022

Municipality

Collection of indicators for the project

Applicant

Farm identification number

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Type of indicator	Indicator	Data provided by the applicant		Control by ADA
		YES	NO	
Input	Total amount of public support (euro)			<input type="checkbox"/>
Output	*General volume of investment (euro)			<input type="checkbox"/>
Result	Enterprises will improve their standards in accordance with EU national standards for food / animal health / and environmental safety			<input type="checkbox"/>
	New products will be provided and / or will introduce new techniques	YES	NO	<input type="checkbox"/>
	Waste treatment / management needs to be introduced / improved	YES	NO	<input type="checkbox"/>
	Marketing needs to be improved	YES	NO	<input type="checkbox"/>
	Contractual relations with farmers should expand / consolidate	YES	NO	<input type="checkbox"/>
	Energy conservation techniques need to be adapted	YES	NO	<input type="checkbox"/>
	Renewable energy must be produced by the Enterprise	YES	NO	<input type="checkbox"/>
Impact	Total amount of incomes from selling of production without implementation of the project			<input type="checkbox"/>
	The total value of revenues from the sale of production in the first year as a result of project implementation			<input type="checkbox"/>
	Mediated consumption = Total cost in the previous year before the implementation of the project with: raw materials + maintenance of buildings and machinery + energy, water, fuel / transport, but			<input type="checkbox"/>
	Mediated consumption = Total cost in the next year as a result of project implementation with: raw materials + maintenance of buildings and machinery + energy, water, fuel / transport, but without labor			<input type="checkbox"/>
	Total number of ** full-time employees in the last year before project implementation (FTE)			<input type="checkbox"/>

Number of full-time employees in the next year as a result of project implementation (FTE)		□
--	--	---

* - eligible expenses (public + private support, co – financing of eligible expenses) + ineligible expenses

** - general number of new jobs with full time (FTE) General number of jobs (FTE) will be calculated as an additional work in one 1 year after implementation of the project, as a direct result of the investments made through this project; 1 FTE = 225 work days per year.

Measure 3, Sub-measure - 3.3 Processing of fruits and vegetables, 3.4 processing of wine, and 3.5 collection points / warehouses - Year 2022
Municipality.....

.....
Collection of indicators for the project.....
Applicant.....

.....

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Farm identification number

Type of indicator	Indicator	Data provided by the applicant		Control by
Input	Total amount of public support (euro)			□
Output	*General volume of investment (euro)			□
	1. Processing of fruits and vegetables			□
	2. Processing of wine			□
	3. Collection point/warehouse			□
Result	Enterprises will improve their standards in accordance with EU national standards	YES	NO	□
	New products will be provided and / or will introduce new techniques	YES	NO	□
	Waste treatment / management should be introduced improve	YES	NO	□
	Marketing needs to be improved	YES	NO	□
	Contractual relations with farmers should expand / consolidate	YES	NO	□
	Energy conservation techniques need to be adapted	YES	NO	□
	Renewable energy must be produced by the Enterprise	YES	NO	□

Impact	Total amount of incomes from selling of production without implementation of the project		<input type="checkbox"/>
	The total value of revenues from the sale of production in the first year as a result of project implementation		<input type="checkbox"/>
	Mediated consumption = Total cost in year e passed before the implementation of the project with: raw materials + maintenance of buildings and machinery + energy,		<input type="checkbox"/>
	Mediated consumption = Total cost in year e future as a result of project implementation with: raw materials + maintenance of buildings and machinery + energy, water, fuel / transportation, but without labor costs, rent, loan repayment and bank interest		<input type="checkbox"/>
	Total number of ** full-time employees in the last year before project implementation (FTE)		<input type="checkbox"/>
	Number of full-time employees in the next year as a result of project implementation (FTE)		<input type="checkbox"/>

* - eligible expenses (public + private support, co financing of eligible expenses) + ineligible expenses

* - general number of jobs with full time (FTE) General number of jobs (FTE) will be calculated as an additional work in one 1 year after implementation of the project, as a direct result of the investments made through the project;
1 FTE = 225 work days per year.

ANNEX NO.11 BUSINESS PLAN- FINANCIAL PART

Return on Investment - KI / for rural development grants

Years	Forecast of expenditures and revenues without project implementation (euro)			Expenditure and revenue forecast if the project is implemented (euro)			Difference as a result of project implementation (euro)				Value of private co-financing of eligible costs (euro)	Return on Investment KI (if all columns have positive)
	Total value of production	Total value of	Profit	Total value of production	Return on Investment KI (if implemented)	Profit	Revenue difference	Difference in expenses	Additional profit	Additional profit (cumul)		
Year 1			0.00	0.00	0.00	0.	0.00	0.00	0.00	0.00		0.00
2			0.00	0.00	0.00	0.	0.00	0.00	0.00	0.00		0.00
3			0.00	0.00	0.00	0.	0.00	0.00	0.00	0.00		0.00
4			0.00			0.	0.00	0.00	0.00	0.00		0.00
5			0.00			0.	0.00	0.00	0.00	0.00		0.00
6			0.00			0.	0.00	0.00	0.00	0.00		0.00
7			0.00			0.	0.00	0.00	0.00	0.00		0.00
8			0.00			0.	0.00	0.00	0.00	0.00		0.00
9			0.00			0.	0.00	0.00	0.00	0.00		0.00
10			0.00			0.	0.00	0.00	0.00	0.00		0.00

Explanation:

Only in white columns can and should it be written

At least the number at the end of this column must be positive, otherwise the project must be rejected as ineligible because the extra profit does not cover the investment even after 10 years

Cash flow in exell for the next three years

When compiling the business plan, among other things, specifically the cash flow, it should be taken into account that only revenues from the sale of production should be declared as a result of the implementation of the project, in this column do not write income from other sources, eg direct payments, loans, etc.

Cash-flow 2022						
Incomes			Expenses		Account balance (euro)	
Date	Article	Amount (euro)	Article	Amount (euro)		
Year 1			Main raw materials		If a negative value is presented in this column, the project must be rejected as ineligible	
			Labor force			
Month 1			Electricity, water			
			Transport / fuel			
			Maintenance and repairs			
			Loan installments			
			New investments			
	Others		Others			
	Total	0.00	Total	0.00		0.00
Year 1			Main raw materials			
			Labor force			
Month 2			Electricity, water			
			Transport / fuel			
			Maintenance and repairs			
			Loan installments			
			New investments			
	Others		Others			

	Total	0.00	Total	0.00	0.00
Year 1			Main raw materials		
			Labor force		
Month 3			Electricity, water		
			Transport / fuel		
			Maintenance and repairs		
			Loan installments		
			New investments		
	Others		Others		
	Total	0.00	Total	0.00	0.00

ANNEX NO.12 CODE OF ETHICS FOR CONSULTING COMPANIES

Recommendations for applicants: Code of Ethics for consulting companies

MAFRD or ADA can not interfere in the contractual relationship between two private parties.

However, we consider it important to make some recommendations:

- For the preparation of the application, the applicant is not obliged to engage a consulting company.
- The applicant decides for himself whether to hire an advisor and which advisor to hire.
- In case of more complicated projects (eg with business plan and construction), we advise the applicant to get specialized consultants.
- Officials of the Agricultural Development Agency are prohibited from recommending certain advisors. In the event of a conflict of interest between the advisor and the Paying Agency, the application is rejected as attempted fraud and the official is punished by the laws of the country and by the internal rules of the ADA.
- The applicant signs a contract with the advisor before applying. Verbal agreement is not enough!
- Consulting costs are accepted if the project is selected and funded by ADA. For this the advisor must issue a regular invoice and the applicant must pay it.
- In case the project is declared ineligible through the fault of the consultant, the applicant should not pay because it is the duty of the consultant to prepare only eligible projects.
- If the application is eligible but does not have enough points, the advisor must be paid because he has no influence in determining the points.
- The applicant must take care to provide all the necessary documents in a timely manner and attach them to his application. The advisor should check the completion of the application.

- The applicant can request assistance from the consultant in the implementation of the project if this is provided in the contract.
- The applicant is not allowed to change the consulting company after the selection of the project because the eligibility of project preparation costs is related to the company that prepared the project.

ANNEX NO.13 PROMOTION

All beneficiaries must follow the promotion rules set by the funding institution. All beneficiaries of grants from the Program for Agriculture and Rural Development, before requesting the final payment, at the place of investment, must place a table as presented in Annex no. 13. This table should be placed in a visible place, with size: 100 cm x 50 cm, made of strong plastic, written in color resistant to atmospheric influences.



ANNEX NO. 14



Republika e Kosovës
Republika Kosova-Republic of Kosovo
Qeveria -Vlada - Government
*Ministria e Bujqësisë, Pylltarisë dhe Zhvillimit Rural - Ministarstvo Poljoprivrede,
Šumarstva i Ruralnog Razvoja - Ministry of Agriculture, Forestry and Rural Development
Agjencia për Zhvillimin e Bujqësisë/Agencije za Ruralni Razvoj/ The Agriculture
Development Agency*

DECLARATION UNDER OATH

I _____ with personal number _____
Address: _____, with full penal and legal
responsibility I declare under oath that by signing and attaching the documents to the online
application I ensure that all documents, information and data presented in the application for
the Rural Development Program for 2022 are clear, reliable and accurate and that for any
ambiguity, inaccuracy and falsification will bear legal and penal responsibility.

Signature of the Declarant

Date _____.____.2022

*This document has been prepared by the Agricultural Development Agency in
cooperation with the Managing Authority and is distributed free of charge*

**Measure 7: Diversification of farms and business
development**

Applicants' Manual

2022

1 OBJECTIVES, PRIORITIES AND FINANCIAL MEANS FOR MEASURE 7

1.1 Introduction

The Manual aims to assist applicants in the preparation of their applications, to clarify the eligibility conditions to comply with, scoring system, the eligible investments, the necessary documents for the application, project evaluation, informing of applicants on the results of the evaluation, penalties in the event of irregularities or attempted fraud, etc.

The role of the Guide is to clarify in detail the provisions presented in the measure, and not repeat it. Therefore, this does not replace the measure but should be read (along with the appendices) in order to avoid errors during the application.

1.2 This measure consists of the following sub-measures:

- 7.1 Collection, processing and promotion of non-timber products of mountain
- 7.2 Development and promotion of rural tourism
- 7.3 Processing of agricultural products on households;
- 7.4 Production of honey -
- 7.5 Non-agricultural activities in rural areas
 - a) Wool processing
 - b) Humus production
- 7.6 Poultry breeding, and
- 7.7 Fish farming

Each sub-measure has different financial divisions, specific eligibility criteria, and its own selection criteria.

1.3 OBJECTIVES OF MEASURE 7

1.3.1 General objective and specific objectives

General objective

Economic development and improving the quality of life, through business diversification, community development and social inclusion.

Specific objectives

Employment and income growth in rural areas

Sustainable development of rural areas

Mitigation of the phenomenon of migration from rural to urban areas, and

Balanced development in the economic and social aspect of rural areas.

1.4 Budget/Financial Resources

Table 1 Planned budget allocation, for measure 7 by sub-measures:

		Budget	%
7.1	Collection and processing of non-timber products of mountain including medicinal and aromatic plants	600,000.00	8.33
7.2	Development of rural tourism and agritourism	3,500,000.00	48.61
7.3	Processing of agricultural products in households	700,000.00	9.72
7.4	Production of honey	500,000.00	6.94
7.5	Non-agricultural activities in rural areas	500,000.00	6.94
a)	Processing of sheep wool	400,000.00	5.56
b)	Humus production	200,000.00	2.78
7.6	Poultry breeding	300,000.00	4.17
7.7	Fish farming	500,000.00	4.94
	Total	7,200,000.00	100.00

1.5 Key definitions

“MAFRD” - means the Ministry of Agriculture, Forestry and Rural Development;

“Managing Authority” - means the public entity within the MAFRD, responsible for drafting and monitoring the RDP;

“KBRA” - means the Kosovo Business Registration Agency;

“AAD” - means the Agency for Agricultural Development, within the MAFRD, responsible for the implementation of the RDP;

“RDP 2022” – means the Rural Development Program for 2022;

“Measure 7” - means farm diversification and business development;

“Call for applications” - means a public notice for the submission of applications;

“Applicant” – means a natural or legal person who applies to benefit a project in RDP 2022;

“Application” - means the completed application form with all the documents required by AAD;

“Project” - means the document envisaging the planned investment for support from RDP 2022, submitted by the applicant;

“Selection” - means the selection of projects, according to the ranked points;

“Selection Criteria” - means the criteria that the Managing Authority must define, to ensure funding priorities for the best projects that address the needs identified in the SWOT analysis and the objectives set out in RDP 2022;

“Beneficiary” - means a natural or legal person, who has been selected as a beneficiary after evaluating the application, signing the contract and financing the project by MAFRD;

“Public support amount” - means the contribution from the public budget for the implementation of the project;

“Contract” - means the contract signed between the beneficiary and AAD for the implementation of the benefited project;

“Fraud” - any intentional act or omission according to the definition of Law no. 04/L-090 on Amending and Supplementing the Law no. 03/L-098 On Agriculture and Rural Development (Official Gazette of the Republic of Kosovo, no. 28, October 16, 2012);

“Eligible costs” – means costs that are supported by public means;

“Project Implementation Period” - means the period for the implementation of the project deadline defined in the administrative instruction and the contract signed between the beneficiary and AAD;

“Request for payment”- means submitting a request for payment for eligible costs, evidenced by valid invoices for project implementation costs;

“Ex-post control” - means the period of three (3) years after the execution of the last payment, during which the beneficiary must maintain the purpose of the investment and all the conditions under which he was selected a beneficiary;

“FIN” - means the Farm Identification Number;

“NTFP”- means non-timber forest products;

“MAP” - means medicinal and aromatic plants.

“FARM” - means the production unit in technical and economic terms which is managed by the farmer where agricultural activities and rural development activities take place.

“EXPANSION” - means the expansion of the existing facility

MICROENTERPRISE- is an enterprise that employs up to 9 employees.

SMALL ENTERPRISE - is an enterprise that employs 10 to 49 employees.

RURAL AREA: for the needs of this program, rural areas are all settlements with less than 30,000 inhabitants. -

MOUNTAIN AREA: are those rural areas that are presented in the List of settlements (cadastral zones) in mountain areas ("type A") and B;

RENOVATION - Restoration of an existing facility to acceptable condition by repairing, replacing, or fixing damaged or degraded parts.

HOUSEHOLD – for the purposes of the program, the term household means: all members who use the same agricultural assets (land, mechanization, warehouse, animals, stables and accompanying buildings).

One household should have only one NIF. In the event that more than one NIF is encountered in a household, the application shall be rejected.

Structure of the “rural area”

Construction building material dominant for the walls of the building: wood, stone and clay/mud bricks, baked or not.

Dominant – it covers more than half of the walls.

Facades lined with mortar or mud, on the dominant surface, are eligible only if the existing facility (see picture) was plastered.

The inner surface of the walls of the rooms is allowed to be plastered with mortar or mud, and if it is not plastered, it must be made of wood, stone or brick.

Objects constructed of other materials (blocks, concrete, iron or other metals) are eligible only if they are camouflaged to a predominant extent, with materials eligible from point a.

The roof should be covered with clay tiles, stone slabs, planks or straw.

Roofs covered with other materials are eligible only if they are camouflaged to a predominant extent, with materials eligible from point c.

Doors and windows should be made of wood.

Doors and windows made of other materials are eligible only if they are camouflaged to a predominant extent, with materials eligible from point e.

If the building has internal or external stairs, at least the treads must be made of wood, while the other structure can be made of wood or metal.

The floor will not be taken into account during the assessment as it can be covered with carpet, mat, jan (hand-woven carpet) or other traditional flooring.

2 BENEFICIARIES

The final beneficiaries of this measure are farmers, as defined by Law no. 04/L-090 on amending and supplementing Law no. 03L/098 on Agriculture and Rural Development and other agricultural enterprises registered in the Farm Registry. Law no. 04 / L-220 on Foreign Investments, (Official Gazette No.1/09 January 2014).

In the case of enterprises, beneficiaries may be micro and small enterprises (these enterprises can be beneficiaries regardless of where (rural or urban areas) they were established but which operate in rural area.

In the case of legal persons, the business must be registered with the relevant activity for which it applies. (Businesses in the list of activity codes must also have registered the activity for which they apply)

The micro-enterprise should have up to nine (9) employees;

The small enterprise should have ten (10) to forty-nine (49) employees;

LAGs can be beneficiaries (only if they are accredited by MAFRD)

3 COMMON ELIGIBILITY CRITERIA

All applicants must be registered in the Farm Registry;

If the applicants are natural persons, they must be over 18 years old, but not older than 65 years old by the day of application. In the case of a legal person this criterion does not apply.

Applicants must submit the application containing all the necessary documents in the list of required documents and presented in the Applicants Manual;

The investment should be made in rural areas (according to the definition of the Agriculture and Rural Development Program 2021-27 for mountain areas);

The natural person must have completed the compulsory elementary education (8 or 9 years of education) (In case of a legal person this applies to the owner or authorized person);

All applicants must submit a certificate of ownership/possession and a copy of the plan (for the place of investment);

All applicants must have paid or settled tax liabilities, income tax, and other applicable taxes.

Applicants should not have financial obligations towards MAFRD.

All beneficiaries of rural development projects are obliged to maintain their investments in accordance with

the approved project within three years of project implementation, as long as the monitoring period is in progress. If the beneficiary does not maintain the investment, the beneficiary is obliged to return the financed amount of public support;

Applicants may not be granted a new project unless they have completed the prior investment. Before signing the new contract with AAD, it should be identified whether the potential beneficiary has previously been a beneficiary of a project from MAFRD in the last 3 years and is still during the monitoring period, in order to verify the previous project. If the project is not maintained and/or is not functional, a new contract cannot be concluded.

For investment projects in which the eligible investments are less than or equal to € 20,000, applicants must submit a project proposal according to the AAD model. The project proposal for the sub-measure of rural tourism is separate;

For investment projects in which the eligible investments exceed € 20,000, applicants must submit a business plan according to the AAD model.

The business plan for the sub-measure of rural tourism is separate;

Templates of business plan draft proposal will be published on the website of the Agency for Agricultural Development (AAD) and MAFRD and will be available to all applicants;

All beneficiaries who stated in their business plan that they will create new jobs and based on that statement earned points during the evaluation, should create them and prove its creation by paying the pension contribution as well as the income at least for the last month before the request for last payment. Beneficiaries are required to hire full-time employees in these jobs for 3 years, as long as the monitoring period lasts.

Beneficiaries who in the business plan are committed to have employees, must be registered in KBRA at least as an Individual Business and all payments must be made through the business account.

Projects financed by the Rural Development Program must not be financed by the EU Office in Kosovo and other public local or international donors. If the beneficiary receives support for the same project from another donor, he/she shall not be granted the support or if he/she has received, he/she is obliged to return the funds received, and will be fined in accordance with law;

A new project cannot be awarded to the beneficiary if the previous projects have not been completed in accordance with the contract signed with AAD.

The applicant can apply only with one project during the year.

Maximum public support for the period of implementation of the Agriculture and Rural Development Program 2021-2027 for Measure 7 is three hundred thousand (300.000) € per beneficiary.

If the land or any other property that is the subject of an investment is in joint ownership, the applicant must submit the consent of the co-owner and copies of their IDs.

Lease agreement is not required only in cases where the landowner and the applicant are married or related (great-grandparents, grandparents, parents, children, grandchildren, and so on), which is proved through a marriage certificate, birth certificate and/or death certificate.

Likewise, the applicant must complete the Affidavit, which proves that the land with which he is applying and for which he is a potential heir, is not used by other potential heirs.

In the case of construction/extension/renovation projects, when submitting the application, the following documents should be submitted:

Copy of a sketch;

Cost estimate for materials and works;

The possession certificate and a copy of the plan, mandatory for all applicants;

If the land is leased - a lease contract is certified by a notary public for a period of at least 10 years for a parcel or facility where the construction/extension/renovation will be carried out, while for projects that do not provide for the construction/extension/renovation of foreign property, a lease contract valid for 5 years (counting from the year of registration) is sufficient;

Mortgage land is not eligible for investment, whether owned or leased.

In the case of construction/extension projects prior to AAD payment request, potential beneficiaries must submit:

A construction permit issued by the municipality, in the case of construction/expansion over 10m²;

Environmental Impact Assessment, if provided by law;

In the case of the construction/extension of national parks, the MESPI approval is also needed.

For sub-measure - Production of honey - applicants who apply only for equipment and other means, and do not apply for facility construction, must document with photos the existence of the facility at the time of application.

For sub-measure - Development of rural tourism- prior to the signing of the contract with the Agency for Agricultural Development, potential beneficiaries who plan to invest in facilities on the cultural heritage list must obtain the approval of the Ministry of Culture/Department of Cultural Heritage.

For sub-measure - Development of rural tourism – “expansion” means expanding the existing facility, if the rural tourism activity takes place in a bungalow/camp-house, then it is allowed to build a new bungalow/camp-house as an expansion of the existing capacities in the parcel or in the space, where the existing business of rural tourism is located, within the same settlement.

For sub-measure - Aquaculture/fish breeding, the aquaculture/fish breeding license must be submitted with the payment request.

Investments must comply with the relevant national minimum standards set out in the Applicant Manual, which must be met at the latest prior to the final payment request and verified during an inspection by officials at the place of investment.

The place where the investment is made should be digitized.

Beneficiaries are required to maintain all accounting records for at least three (3) years after the implementation of the project, as well as to cooperate with MAFRD officials to provide any information required by AAD or MAFRD as well as other officials authorized by both parties, to control and audit the implementation of projects. The financing terms will be defined in more detail in the contract between the beneficiary and AAD.

Note: Regarding data to manage accounting on the farm, information should be obtained from the

4 ELIGIBLE INVESTMENTS AND AMOUNT OF PUBLIC SUPPORT

4.1 Eligible investments

- Construction, expansion, and renovation of real estate;
- Purchase of new machinery and equipment, including computer equipment, software and other digitizing equipment;
- Investments in renewable energy production
- As part of this supportive investment, the sale of electricity to the grid is allowed as long as the "self-consumption" limit is complied with (i.e. the electricity sold to the grid is on average equal to the electricity consumed during the year). This is justified by the fact that, since electricity cannot be stored, it can, if not consumed, be released into the grid; the electricity grid can be conceived as a storage site for electricity where it is released into and taken during the year in similar quantities and at a different rate.
- The concept of "self-consumption" should be checked at the stage where a project is presented/evaluated. The investment is considered eligible when the (theoretical) energy capacity of the renewable energy plant ("investment") does not exceed 120% of the average 3-year farm consumption.
- Costs for the preparation of business plan or project proposal cannot exceed the value of 3% of eligible costs in case of investments that foresee construction/expansion of facilities, architectural costs, engineer and license are eligible up to 7% of eligible costs.

4.2 Public support amount:

- Minimum acceptable value for the project for all sub-measures is fifteen thousand (15,000) euro;
- Public support is 60% of eligible investment costs;
- Maximum value of eligible project costs under sub-measures;
- Collection, processing and promotion of non-timber forest products - one hundred thousand (100,000) euro;
- Development and promotion of rural tourism - one hundred thousand (100,000) euro;
- Processing of agricultural products in the household - fifty thousand (50,000) euro;
- Production of honey - thirty thousand (30,000) euro;
- Non-agricultural activities in rural areas - thirty thousand (30,000) euro;
- Wool processing - project value is one hundred thousand (100,000) euros;
- Humus production - project value is fifty thousand (50,000) euro;
- Poultry breeding in the village - thirty thousand (30,000) euro;
- Fish farming - one hundred thousand (100,000) euro.

Note: VAT is an eligible cost only for natural persons and non-VAT reporting enterprises. For VAT reporting enterprises, this is an ineligible cost.

Reports for businesses which can be used to verify whether the business is a VAT reporter or not, can be downloaded at this website:

<http://apps.atk-ks.org/BizPasiveApp/VatRegist/SearchVat>

5. SPECIFIC ELIGIBILITY CRITERIA AND ELIGIBLE INVESTMENTS FOR SUB-MEASURES

Production of honey

The applicant, be they natural or legal persons, shall have a minimum of 30 bee societies (beehives).

Eligible investments for production of honey

- Purchase of beehives without bees;
- Purchase of machinery and equipment for production and processing of honey`;
- Specialized trailers for carrying beehives, only for applicants with over 100 beehives;
- Investments in equipment for extracting bee products;
- Investments in equipment for cultivation of mother bees;
- Construction/renovation/expansion of the honey room (maximum five thousand (5,000) euro);
- Purchase of laboratory equipment for analysis of bee products;
- Purchase of technological lines for filling and packaging of honey;
- Purchase and installation of equipment for the production of renewable energy;
- Investments to improve the quality assurance of honey;
- Purchase of equipment for IT, and digitalization;
- Investments for the treatment of production waste and water waste;
- Marketing investments
- All equipment of the honey harvesting line should be engraved with the farmer's FIN number.

Collection and processing of non-timber forest products including medicinal and aromatic plants

Only legal persons or individual businesses with the relevant activities registered in KBRA shall have the right to apply;

Applicant must be licensed to collect NTFPs and MAPs (from the Department of Forestry);

Eligible investments for the collection and processing of non-timber forest products including medicinal and aromatic plants

- Construction/renovation/expansion of the facility;
- Purchase of equipment for processing, storage, packaging of sector products;
- Purchase of equipment for washing, cleaning, storage, classification and labelling;
- Purchase of equipment for drying, cooling, deep freezing;
- Purchase of shelves for drying;
- Purchase and installation of equipment for the production of renewable energy;
- Purchase of equipment for IT, and digitalization;

- Investments for the treatment of production waste and water waste.

Processing of agricultural products in households

- Natural and legal persons have the right to apply in the processing activities as below;
 - Processing of livestock products;
 - Processing of fruits, vegetables and mushrooms;
 - Processing of wine and brandy;
 - Processing of cereals/doughs (doughs of different types, cakes);
 - Beneficiaries of this sub-measure, prior to the request for final payment, shall be registered in the central register of facilities registered or approved in the FVA (depending on production capacity).

Eligible investments for Processing of agricultural products in household

- Construction/renovation/expansion of facilities for production, storage and processing of products;
- Construction/renovation/expansion of facilities with the appearance adapted to the style of the rural area for use as points of sale for local products (to be described in the project proposal);
- Investments in machines and equipment for milk processing (including mobile units for milk processing), processing of fruits and vegetables, for cleaning, classification, drying, collection, pasteurization, storage, refrigerator for cooling, freezing, pastry baking ovens, various pastry mixers, equipment for production of brandy, equipment for filling brandy and wine, wine products, etc.;
- Investments in the purchase of equipment for measurement, packaging and labelling;
- Purchase and installation of equipment for the production of renewable energy;
- Investments for the treatment of production waste and water waste;
- Purchase of equipment for IT, and digitalization;
- Investments in specific equipment, in order to improve food safety and quality;

Explanation

This is how the spaces for preparing, treating or processing food should be:

Areas where food is prepared, treated or processed should be designed and planned to enable good food processing hygiene practices including protection against contamination between or during operations.

- Floor surfaces should be maintained in good condition and be made of a material that is easy to clean and disinfect as needed. This requires the use of impermeable, non-absorbent, easily cleaned and non-toxic materials. If necessary, the floor should enable drainage - adequate removal of water from the surface.
- Wall surfaces must be maintained in good condition and be of a material that is easy to clean and disinfect as needed. This requires the use of impermeable, non-absorbent materials that are easy to clean and non-toxic and require a smooth surface up to the right space for action.
- Overhead ceilings and installations should be constructed and finished to prevent dust and reduce condensation, unwanted mold growth and dispersion of particles.
- Windows and other openings should be constructed to prevent dust accumulation. Doors which are opened to the outside environment must be fitted with insect screens, which can be easily removed for cleaning. Windows should be made of easy-to-clean material and disinfected as needed.
- Doors should be easy to clean and disinfect as needed. Doors should be made of a material that is easy to clean and disinfect as needed.
- Surfaces (including surfaces of equipment) in areas where food is processed, especially those in contact with food should be kept in good condition and easily cleaned, and they should be disinfected as needed. This requires the use of smooth, easy-to-clean, non-toxic and corrosion-resistant materials.

- Adequate facilities should be available to maintain adequate personal hygiene of employees (including areas for hand washing and drying, sanitary facilities, changing rooms):
- Surfaces in contact with food should be in good condition, easy to clean and where necessary disinfected, and this requires the use of smooth, corrosion-resistant materials that are washable and non-toxic.
- Adequate hot/cold drinking water supply should be available
- Adequate measures and space for hygienic storage and disposal of hazardous (non-hazardous) and inedible (non-consumable) substances as well as liquid or solid waste must be available
- Adequate spaces and measures for maintaining and monitoring adequate temperature should be available.
- An adequate number of lavatories are to be available and connected to an effective drainage system.
- Sinks for hand cleaning should be equipped with hot and cold running water as well as with adequate material for hand cleaning
- There must be adequate and sufficient natural or mechanical ventilation equipment
- Sanitary conveniences for employees.
- Sanitary conveniences are to have adequate natural or mechanical ventilation.
- Special place (changing rooms for employees)
- Workspaces must have adequate natural or mechanical lighting
- Facilities/spaces must be equipped with water drainage equipment, must be adequate and have drainage system
- Completed products should be placed in adequate spaces where food contamination is prevented

Non-agricultural activities in rural areas

Natural and legal persons shall have the right to apply in the activities below;

Production and processing of leather products;
 Production and processing of wool products;
 Production and processing of wooden products;
 Production and processing of metal products;
 Production and processing of paper products;
 Production and processing of plastic products;
 Production and processing of pottery and ceramic products;
 Production and processing of textile products;
 Production of humus.

Eligible investments: Non-agricultural activities in rural areas

1. Construction/renovation/expansion of the facility;
2. Purchase of tools and equipment for carrying out non-agricultural activities;
3. Purchase and installation of equipment for the production of renewable energy;
4. Purchase and installation of equipment for the treatment of production waste and water.

Development and promotion of rural tourism and Agritourism

Applicant must prove that the facility to be renovated/expanded fits the "rural area" structure;

The existing object in which will be invested, at the time of application, should be proven and supported

with photographs and have a view that fits the style of the rural area.

Beneficiaries who plan to invest in objects that are on the Cultural Heritage List, before signing the contract with the Agency for Agricultural Development, must obtain the consent of the Ministry of Culture/Department of Cultural Heritage;

The applicant, at the time of application, should submit the conceptual design prepared by the graduated architect (verified with a faculty diploma).

The facility planned to be built/expanded, according to the project, shall fit the style of the area;

If the applicant is a natural person/farm it should, prior to the request for payment, register as a business and as a service provider "hotel/guesthouse";

Natural persons can apply for facilities with no more than 4 rooms and no more than 10 beds, while legal persons can apply for up to 8 rooms and no more than 16 beds.

Natural persons applying for food/restaurant services must register as a business, before the request for payment as a "hotel" service provider (The restaurant must have a capacity of 25 to 50 seats);

In case of investments in the construction of pedestrian and bicycle paths around rural tourism facilities and when these paths pass through private property, the application must include the notarized consent of the owners of the properties through which this path passes.

Eligible investments for the development and promotion of rural tourism and agritourism

- Reconstruction and expansion of the existing facility for the provision of accommodation services, food and beverage preparation facilities;
- Purchase of equipment and furniture for interior decoration of the building;
- Regulation of tourist infrastructure (theme parks or amusement parks, tennis courts, swimming pools, recreational trails, fitness trails, sightseeing routes, cycling trails);
- Purchase and installation of equipment for the production of renewable energy;
- Purchase of equipment for IT, and digitalization;
- Investments for the treatment of production waste and water waste;
- Marketing investments.

Aquaculture/fish breeding

- Natural persons and legal persons have the right to apply.
- All applicants, before the request for the last payment, should be registered as a business and licensed for fish breeding by MAFRD.
- The applicant who applies for construction/renovation/expansion of the incubator for fish reproduction must have sold more than 30 tons of fresh fish in the previous year.

Eligible investments for Aquaculture/fish farming:

- Construction/expansion/renovation of fish breeding basins;
- Construction/expansion/renovation of the incubator for fish reproduction;

- Investments in achieving national food safety standards;
- Purchase of equipment necessary for the cultivation and treatment of freshwater fish;
- Purchase and installation of equipment for the production of renewable energy;
- Investments for the treatment of production waste and water.

Village poultry breeding

Special criteria

- Natural persons and legal persons have the right to apply;
- At the time of submitting the application, applicants should prove that they have at least 5m² of land per chicken or goose or 15 m² of land per turkey or duck.
At the time of application, applicants should have the least:
 - 300 chickens, and at the end of the investment should have not less than 1500 heads;
 - 300 geese, and at the end of the investment should have not less than 1500 heads;
 - 100 ducks, and at the end of the investment should have not less than 500 heads;
 - 100 turkeys, and at the end of the investment should have not less than 500 heads.
- In the case of combined breeding, one duck or turkey has the same value as 3 chickens or 3 geese and should reach the equivalent number of the indicated values.

Eligible investments for village poultry breeding

- Construction of a stable for keeping the poultry;
- Investments in the placement of the fence for the surface on which the poultry is kept;
- Purchase of equipment necessary for poultry breeding for the production of eggs and meat of chickens, turkeys, geese, and ducks;
- Small incubators in accordance with production capacity;
- Purchase and installation of equipment for the production of renewable energy;
- Investments for the treatment of production waste and water.

In order to ensure that the investment meets the objectives of the measure, eligible projects will be scored according to the following scores.

Table 4: Selection criteria for the sub-measure "Production of honey"

		Category	Score	
1.	Farm size at the time of applying*	Number of beehives	30 - 60	55
			61 - 150	50
			>150	45
2.	The applicant is registered as a business with (beekeeping code)		5	
3.	Address/ residence of the applicant	The investment is in a mountain area;	5	
4.	Environment protection ¹	Investments in renewable energy;	10	
5.	Food safety	Investments in achieving national food safety standards;	10	
6.	Employment	The investment includes the creation of new jobs based on the project proposal/business plan;	5	
7.	Gender of the farmer ²	a) Female/natural person who has been for at least 2 years owner of the farm dealing with "Honey production", to be proved with FIN; b) Female/natural person, business and legal entity who has been for at least 2 years owner of the business engaging in "Honey production"	5	
8.	Age of the applicant ³	The applicant is 40 years old or younger ;	5	
TOTAL			100	

Table 5: Selection criteria for "Collection and processing of non-timber forest products including medicinal and aromatic plants"

¹ Investments in renewable energy production/environmental protection and climate change; if the beneficiaries have foreseen investments in the use of renewable energy and based on this earned points, they are obliged to use this investment and keep it active for the purposed stated in the business plan. If during each control by AAD officials (before signing the contract, ad-hoc or ex-post), it is found that investments in renewable energy are not being used as provided in the business plan, then Article 38A of Law No.04/L-090 on amending and supplementing Law No.03/L098 on Agriculture and Rural Development will apply

² Gender of farmer: the applicant will receive points of this criterion if the farm (beehive) or business (with the activity "honey production") is owned by her in the last two years. Presenting false information to get points is considered fraud and will be punished according to Article 38A, sub-paragraph, 1.2.3 of Law No. 04/L-090 on amending and supplementing law No. 03/L098 on Agriculture and Rural Development.

³The applicant who has not reached 40 years of age until the day of application is considered eligible.

	Category		Score
1.	Applicant experience	The applicant (enterprise) has experience of 2 years or more (in the collection, processing of NTFPs and MAPs);	45
		The applicant (enterprise) has less than 2 years of experience (in the collection, processing of NTFPs and MAPs);	40
2.	Investment location	Investment in mountain areas;	10
3.	Food safety	Investments in achieving national food safety standards;	15
4.	Employment	The investment includes the creation of new jobs based on the project proposal/business plan;	10
5.	Environment protection ⁴	Investments in renewable energy;	10
6.	Age of the applicant ⁵	The applicant is 40 years old or younger;	5
7.	Organic farming	Certified for organic production;	5
	TOTAL		100

⁴ Investments in renewable energy production/environmental protection and climate change; if the beneficiaries have foreseen investments in the use of renewable energy and based on this earned points, they are obliged to use this investment and keep it active for the purposed stated in the business plan. If during each control by AAD officials (before signing the contract, ad-hoc or ex-post), it is found that investments in renewable energy are not being used as provided in the business plan, then Article 38A of Law No.04/L-090 on amending and supplementing Law No.03/L098 on Agriculture and Rural Development will apply.

⁵ The applicant who has not reached 40 years of age until the day of application is considered eligible.

Table 6: Selection criteria for "Processing of agricultural products in the household" sub-measure

	Category		Score
1.	Farm size	> 1ha agricultural land (land on behalf of the applicant);	50
		≤ 1ha agricultural land (land on behalf of the applicant);	45
		3 or more dairy cows or 15 sheep or 15 goats (in the household on behalf of the applicant);	50
		Less than 3 dairy cows or 15 sheep or 15 goats (in the household on behalf of the applicant);	45
2.	Food safety	Investments in achieving national food safety standards;	15
3.	Environment protection ⁶	Investments in renewable energy;	15
4.	Employment	Creating new jobs based on the business plan/project proposal;	5
5.	Investment location	Investment in mountain areas;	5
6.	Gender of the farmer	Female applicant	5
7.	Age of the applicant ⁷	The applicant is 40 years old or younger;	5
	TOTAL		100

⁶ Investments in renewable energy production/environmental protection and climate change; if the beneficiaries have foreseen investments in the use of renewable energy and based on this earned points, they are obliged to use this investment and keep it active for the purposed stated in the business plan. If during each control by AAD officials (before signing the contract, ad-hoc or ex-post), it is found that investments in renewable energy are not being used as provided in the business plan, then Article 38A of Law No.04/L-090 on amending and supplementing Law No.03/L098 on Agriculture and Rural Development will apply

⁷ The applicant who has not reached 40 years of age until the day of application is considered eligible.

Table 7: Selection criteria for "Non-agricultural activities in rural areas" sub-measure

	Category		Score
1.	Age of the applicant ⁸	The applicant is 40 years of age or younger;	45
		The applicant is over 40 years old;	35
2.	Applicant experience	The applicant has at least 2 years of experience in the activity which he applies for, (to be registered as a business for the specific activity);	15
3.	Investment location	Investment in mountain areas;	15
4.	Employment	The investment includes the creation of new jobs based on the project proposal/business plan;	10
5.	Environment protection ⁹	Investments in renewable energy;	10
6.	Gender of the farmer	Female applicant	5
TOTAL			100

⁸ The applicant who has not reached 40 years of age until the day of application is considered eligible.

⁹ Investments in renewable energy production/environmental protection and climate change; if the beneficiaries have foreseen investments in the use of renewable energy and based on this earned points, they are obliged to use this investment and keep it active for the purposes stated in the business plan. If during each control by AAD officials (before signing the contract, ad-hoc or ex-post), it is found that investments in renewable energy are not being used as provided in the business plan, then Article 38A of Law No.04/L-090 on amending and supplementing Law No.03/L098 on Agriculture and Rural Development will apply.

Table 8: Selection criteria for "Rural tourism development/agritourism" sub-measure

	Category		Score
1.	Applicant experience		
	a) Experience of the applicant in rural tourism (for natural persons, to be proved with FIN)	Applicant (experience of 2 or more years in providing tourism services);	55
	b) For businesses to be proved with the relevant business activity	Applicant (less than 2 years of experience in providing tourism services);	50
2.	Investment location	Investment in mountain areas;	10
3.	Age of the applicant ¹⁰	The applicant is 40 years old or younger;	5
4.	Gender of the farmer	a) Female/natural person who has been for at least 2 years owner of the farm rural tourism (to be proved with FIN);	5
		b) Female/natural person, business and legal entity who has been for at least 2 years owner of the business engaging in rural tourism.	
5.	Environment protection ¹¹	Investments in renewable energy	10
6.	Employment	The investment includes the creation of new jobs based on the project proposal/business plan;	5
7.	Cultural heritage	Investments in cultural heritage sites;	5
8.	Support from LAGs	Investments that are in line with the LDSs of the respective LAG;	5
	TOTAL		100

¹⁰ The applicant who has not reached 40 years of age until the day of application is considered eligible.

¹¹ Investments in renewable energy production/environmental protection and climate change; if the beneficiaries have foreseen investments in the use of renewable energy and based on this earned points, they are obliged to use this investment and keep it active for the purposed stated in the business plan. If during each control by AAD officials (before signing the contract, ad-hoc or ex-post), it is found that investments in renewable energy are not being used as provided in the business plan, then Article 38A of Law No.04/L-090 on amending and supplementing Law No.03/L098 on Agriculture and Rural Development will apply.

Table 9: Selection criteria for “Fish breeding” sub-measure

	Category		Score
1.	Production capacity For beginners, capacity after investment (in business plan)	≥ 3 t/year - < 10 t/year	45
		≥ 10 t/year - < 30 t/year	40
		≥ 30 t/year	35
2.	Applicant's experience in aquaculture	The applicant is licensed by MAFRD;	20
		The applicant has received direct payments for aquaculture in the previous year, but is not licensed;	15
		The applicant is a beginner;	10
3.	Age of the applicant ¹²	The applicant is 40 years old or younger;	5
4.	Investment location	Investment in mountain areas;	10
5.	Employment	The investment includes the creation of new jobs based on the project proposal/business plan;	10
6.	Environment protection ¹³	Investments in renewable energy;	10
	TOTAL		100

Table 10: Selection criteria for “Village poultry breeding” sub-measure

	Category		Score
1.	Applicant experience prior to application	≥ 500 chickens or ducks (or a total of more than 500 heads)	55
		≥ 200 geese or turkeys (or a total of more than 200 heads)	
		< 500 chickens or ducks (or in total less than 500 heads)	50
		< 200 geese or turkeys (or in total less than 200 heads)	
2.	Gender of the farmer	Female applicant	10
3.	Age of the applicant ¹⁴	The applicant is 40 years old or younger	15
4.	Investment location	Investment in mountain area;	20
	TOTAL		100

¹² The applicant who has not reached 40 years of age until the day of application is considered eligible.

¹³ Investments in renewable energy production/environmental protection and climate change; if the beneficiaries have foreseen investments in the use of renewable energy and based on this earned points, they are obliged to use this investment and keep it active for the purposed stated in the business plan. If during each control by AAD officials (before signing the contract, ad-hoc or ex-post), it is found that investments in renewable energy are not being used as provided in the business plan, then Article 38A of Law No.04/L-090 on amending and supplementing Law No.03/L098 on Agriculture and Rural Development will apply.

¹⁴ The applicant who has not reached 40 years of age until the day of application is considered eligible.

Note: for all measures and sub measures in cases where the applicants have the same number of scores, with priorities are projects that were submitted earlier.

Explanation of the Selection Criteria:

The criterion of "age" in cases where the applicant is a legal person, for scoring young farmers will also take into account the age of the owner of the enterprise, while in case where legal entity has more owners, then the average age of all co-owners shall be taken into account.

Criteria: "Investment Location" points for this selection criterion are given to those applicants who make the investment in Mountain Areas, List of settlements (cadastral zones) in mountain areas ("type A") and type B. In cases where the applicant claims that his settlement is at an altitude of over 700 m above sea level but is not on the list of mountain areas, he should state in the business plan / project proposal the fact that his settlement is, according to his own measurements, above this height. When evaluating the project, this fact is accepted by an evaluation officer; however this fact should be confirmed during the first field inspection by AAD officers.

6 IMPLEMENTATION DEADLINE

The deadline for the implementation of projects of this measure is 90 days from the date of signing the contract with the AAD, except for sub measure - Aquaculture/fish breeding - in which the deadline for the implementation of the project is 10 months (300 days) with the possibility of extension in accordance with the legislation in force.

After 90 days, i.e. 300 days, the beneficiary has an additional period of 15 days to prepare the documentation and submit a request for payment.

AAD can extend the deadline for implementation for a maximum of 30 days, if there are solid reasons for this, such as unfavourable climatic conditions, bringing any particular machinery from another country.

7 ELIGIBLE COSTS RULES

Eligible indicative costs for this measure:

Grant funds can only be obtained after the realization of the investment by the beneficiary and after the beneficiary has executed the payment of the accounts in accordance with his application and the contract he signed with the Agency for Agricultural Development (see Annex 6).

Costs are eligible only if they have been incurred after the signing of a contract between the beneficiary and the Agency for Agricultural Development, except the administrative costs for preparing the project that may arise prior to the signing of the contract but they are only eligible for the selected beneficiaries.

All goods purchased should be part of the eligible costs list.

Eligible costs must be limited to:

- Construction/renovation/extension of immovable property (but not for the purchase of property);
- Procurement of machines, equipment at market value;

- The maximum eligible costs for promotion cannot be more than 10% of the total value of eligible investments. Investments for the promotion of manufactured and processed products are: promotional materials, payments for participation in local/national fairs, etc.;

8 SUPPORT PROMOTION

All beneficiaries must comply with the promotion rules set by the funding institutions. All beneficiaries of the grants from the Agriculture and Rural Development Program, before the final payment request, at the place of implementation of the investment, need to set up the plate listed in Annex no. 16.

9 APPLICATION

The application is done through the online web module on the AAD website www.azhb-ks.net, which contains the link "online application" that sends to the [online application module RDP](#).

The project is registered in the web module and the necessary documents for application are uploaded in PDF.

You should be careful because once you finish you cannot go back or attach documents after the process is over.

The administrative review of applications begins after completing the online application process;

Note - After completing the online application process, the farmer is obliged to keep the original application (file) for a period of 3 years in order to have it available when requested by AAD officials.

9.1 Call for application and deadline

The call for applications is announced by the Agency for Agricultural Development on the website of the MAFRD: <http://www.mbpzhr-ks.net/> and on the website of the Agency for Agricultural Development <http://www.azhb-ks.net/> as well as in print and electronic media.

10 SELECTION PROCEDURE, EVALUATION AND SELECTION OF APPLICATIONS

10.1 Evaluation of the project proposal/business plan

The business plan or project proposal is part of the eligibility check.

Note: False information will lead to the rejection of the application or return of any payment made for the beneficiary! Any attempt of fraud will be reported and treated as a fraud at the expense of public funds!

The application with the amount of eligible investments of over EUR 20,000 must contain one business plan - Annex 5. For sub-measure 7.2 Development of rural tourism and agritourism - project proposal/business plan, is implemented in accordance with the model shown in Annex no. 4. Applications in the value of eligible investments up to EUR 20,000 should include one Project proposal according to the presented model, see Annex no. 3. The business plan/project proposal, as well as their model for the sub-measure 7.2, is part of the check and control.

The data/information presented in these documents should be checked in all existing databases (Farm Register, Animal Identification Register, sLPIS, etc.), should be supported by supporting documents – List of documents, and should be subject to field control before the contract is signed, before the payment of funds, and after the project is completed during the ex-post monitoring period.

Business plan/project proposal, Model for sub-measure 7.2 should fully comply with the model prepared by the MAFRD. All of its sections should be fully processed; therefore the exclusion of one section will lead to the rejection of the application. In addition, sections that are surplus will not be taken into account during the project evaluation.

The following controls are part of the evaluation of business plans/project proposals of all sub-measures:

All sections and sub-sections should be filled in detail. If a section is not applicable to the project proposal, and then this should be explained;

1. At least 1 (one) specific objective of this measure should be met
2. Return on investment proves that additional profit (additional income - additional costs) covers investment costs (calculate only private co-financing) in less than 10 years
3. There are sufficient staff members (employees) for operating the business/farm
4. Proposed purchases should be in accordance with the needs of the applicant (e.g. no equipment with capacities that do not meet the needs of the applicant.)
5. Proposed construction/renovations are in accordance with the applicants capacities.
6. Estimated costs for purchases/construction/renovations should be reasonable; the applicant should check that his estimated costs are in line with market prices.
7. The purchase/construction/renovation schedule should be realistic and give an investment opportunity.
8. The increase in production is presented and is fully in line with the proposed costs.
9. Equipment/technology described.
10. Potential suppliers and potential buyers have been identified.
11. Market strategy.
12. All eligible and ineligible investments accurately reflect the amounts of public aid and private financing.
13. The balance of cash flow, at the end of each month, should be positive in the next 3 years after the completion of the investment.
 14. Total revenues in the calculation of the return on investment are in line with total revenues in the first year of production presented in the impact indicators
15. The applicant did not create artificial conditions for gaining an advantage.
16. The Applicant did not create artificial conditions for gaining an advantage that is contrary to the objectives of the measure.

Applicable controls for the project proposal are no: 1, 2, 3, 5, 6, 7, 8, 9, 10, 11, 12, 13, 15 and 16.

10.2 Field controls

At least 3 field controls should be conducted:

1. First control (before approval),
2. Second control (control after investing the advance payment),

After submitting the Request for payment, the Control Directorate of AAD is obliged to verify the implementation of investments through field control. In this case the beneficiary is obliged to be present during the field control no later than 5 days from the notification of AAD.

3. Ex-post control (Monitoring) and super control,

AAD conducts Ex-post control to verify all projects selected for three-year financing, from the day of execution of the last payment. In this case the beneficiary is obliged to be present during the field control no

later than 5 days from the notification of AAD.

4. Re-control.

First control (before approval), is realized after the assessment process and involves:

- Control of the declared property in the business plan by the applicant,
- Verification of cadastral parcels,
- Verification of the number of animals, birds, etc., and
- Verification of key points for which the application has been submitted.

Any mismatch will be recorded in the Control Report and will affect the application approval process.

Second control - (control after investing the advance payment), will be realized after the completion of the investment under the contract and the submission of the payment request and includes:

- Control of every investment position according to the foreseen investment fund, Information Letter and signed contract,
- Verification of the quality investment,
- Verification of the number of animals, poultry, etc. and
- Verification of the implementation of minimum national standards.

Any inconsistency will be recorded in the report of the second control and will affect the payment approval process.

Ex-post controls (monitoring) - is the process of monitoring the project co-financed by the AAD/MAFRD and the beneficiary, in accordance with the undertaken obligations by signing the contract for a period of 3 years and includes:

- Verification of all investment positions, and
- Verification of project functionality and investment maintenance.

Any inconsistency will be registered in the ex-post control report and will be sent to the Legal Department for further processing.

Super control is a special control organized by the decision of high officials and is aimed at:

- Verification of investments made in the field,
- Preventing fraud and manipulation attempts, and
- Evaluation of the work of inspectors.

Re-control is carried out in special cases according to the request of the appropriate departments (Project Approval Department and Payment Approval Department).

Note: When performing control, beneficiaries are obliged to allow free and direct access to the investments made, and any additional document required by the Agency for Agricultural Development. In the event of non-compliance with this requirement, the grand should be returned immediately and the beneficiary should be sentenced!

10.3 APPLICANTS RANKING

All projects that have met the criteria, after evaluation, should be ranked on the list based on the points received and, possibly, the time of filing the application. The selection of beneficiaries is made starting with the applicant with the highest number of points and continues until the estimated budget is spent. Procedures of awarding the grant and notification of the applicant.

Upon the administrative control and evaluation, AAD is preparing a preliminary Report. Projects are classified in this report under categories: 1) eligible projects and rated by points; and 2) ineligible projects (which did not meet eligibility criteria).

The preliminary report is signed by the Executive Director of AAD and is published on the AAD website and the MAFRD website.

11 COMPLAINTS

Since the date of publication on the AAD/MAFRD website and the receipt of the Evaluation Report and the Refusal Decision, the applicant has a deadline of 30 (calendar) days to file a complaint with the Complaints Review Commission. Complaints Commission should take a decision within 30 days, unless there are special cases.

12 IMPLEMENTATION PROCEDURE

All beneficiaries will sign a standard contract. The contract shall remain in force from the moment of signing of both parties (Agency for Agriculture Development and beneficiary) until the end of the monitoring period, which is 3 years after the implementation of the project.

(If in the period stipulated by the contract, the potential beneficiary was previously a beneficiary of a MAFRD project, checks should be carried out before the signing of a new contract with the AAD to check whether the previous project is functional. (The contract remains in force from the moment of signing by both parties (Agency for Agriculture Development and beneficiary) until the end of the monitoring period, which is 3 years after the implementation of the project);

The completion period of the project implies completion of the investment. The contract covers the monitoring period.

The applicant cannot be given a new project, if he was a beneficiary in the previous year and if the investment is not completed.

Note: If the beneficiary withdraws from the implementation of the project after signing the contract, he/she will lose the right to apply in the next year.

Beneficiaries who do not implement the project after signing the contract and do not notify AAD on their withdrawal, lose the right to apply for the next three years.

13 PROJECT PAYMENT

The full payment is made after verifying the completion of the general investment in accordance with the intensity of public assistance, by filling in the form provided by the Agency for Agricultural Development.

The beneficiary encloses evidence of the completion of the procurement procedures in the request for payment - as required by procedures and proof of payment (together with accounts and proof of payment execution, e.g. a bank transfer verified/sealed by a bank for payments of over EUR 500, and for those below EUR 500, bills, and fiscal invoices).

Approval of payments will be made after a certain control of the submitted document and after second field

control, carried out by the officials of the Agency for Agricultural Development. The entire payment request file must be scanned on a CD and filed together with a payment request to the AAD.

Note: In the event that the beneficiaries are legal persons, the account on which the payment will be made by the Agency for Agricultural Development must be on behalf of the legal person, and not on behalf of the owner. Also, if the beneficiary is a woman, the bank account should belong to her, and not to her husband, and vice versa.

14 MONITORING

All projects will be monitored 3 years after the implementation of the Project, and the control will be carried out by the Agency for Agricultural Development. The investment objective should be maintained 3 years after the investment. Also, beneficiaries should continue to comply with all eligibility criteria and selection criteria for which they received a grant. If there is a violation of these rules, then the grant will be refunded and the beneficiary will be penalized.

15 Annexes

15.1 Annex 1 List of submitted documents

No.	DOCUMENT	Mandatory	Optional
1.	Application Form (to be created when applying online)	<input type="checkbox"/>	
2.	Copy of the valid identity card of the applicant or representative of the Republic of Kosovo	<input type="checkbox"/>	
3.	Extract or Birth Certificate	<input type="checkbox"/>	
4.	Indicator Form (Filled during the application process by the applicant) The hard copy is also completed and attached to the application.	<input type="checkbox"/>	
5.	In case of legal persons/businesses: Fiscal number certificate Business registration certificate	<input type="checkbox"/> <input type="checkbox"/>	
6.	Draft - Proposal - In cases of projects with the value of up to €20,000; Business Plan - In cases of projects with the value of over €20,000; Draft-proposal for measure 7.2 (See Annex 4) It should be according to the AAD model	<input type="checkbox"/>	
7.	Farm Identification Number (FIN) with an Annex	<input type="checkbox"/>	
8.	- Certified diploma or certificate of mandatory education (8 or 9 grade) (in the case of a legal entity, this applies to the owner/authorized person).	<input type="checkbox"/>	

9.	<p>Only in cases where the landlord and the applicant are in a marital relationship or in a straight line of blood, he/she must bring: marriage certificate or birth certificate and/or death certificate and AFFIDAVIT - for the right to use the inherited land</p> <p>i.e., if the land is under the name of the applicant's grandfather, in order to prove ownership of the land, the applicant's birth certificate, parent's birth/death certificate, and grandfather's birth/death certificate must be attached.</p> <p><i>(this document is binding on the inherited property, as described in the paragraph above)</i></p>		<input type="checkbox"/>
10.	All applicants must submit the certificate of ownership / possession and a copy of the plan (for the place of investment_) as well as digitize the place of investment and attach a copy of this digitization to the application.	<input type="checkbox"/>	
11.	<p>In the case of construction/extension/renovation projects, the applicant should submit:</p> <ul style="list-style-type: none"> - Copy of the sketches; - Cost calculation for materials and work; - A certificate of possession and a copy of the plan; -If the land is leased - a certified lease agreement for at least 10 years for the parcel or facility in which the construction/extension/renovation will be carried out, while for projects that do not foresee construction/extension/renovation on leased property, certified lease agreement for 5 years is sufficient; <p>If the land or any other property where the investment will be made is in joint ownership, the applicant must bring the consent of the co-owners and copies of ID cards</p> <p>The applicant must also complete an Affidavit, proving that the land with which he is applying and for which he is a potential heir, is not used by other potential heirs.</p> <p><i>(these documents are mandatory in the cases mentioned above in this point 11)</i></p>		<input type="checkbox"/>
12.	<p>All applicants must have paid or adjusted tax liabilities, income tax and other applicable taxes.</p> <p>Legal persons: CERTIFICATE from the Tax Administration of Kosovo proving that the applicant has settled or paid corporate income tax liabilities and other applicable taxes.</p> <p>b) Physical persons: CERTIFICATE from the municipality that the applicant has paid property tax</p>	<input type="checkbox"/>	<input type="checkbox"/>
13.	AUTHORIZATION: In cases when the project is not managed by the owner then the applicant should submit: Authorization for project management (certified by a notary)		<input type="checkbox"/>
14.	In case of construction/expansion in the areas of national parks, the consent of the MESPI is required (mandatory only for the application in the areas of parks)		<input type="checkbox"/>
15.	7.4 Production of honey	- Certificate for organic production	<input type="checkbox"/>

		<p>-Certificate of business registration Applicant is registered as producer/processor of honey</p> <p>- Individual evidence confirmed by the Municipal Directorate of Agriculture - Municipality, number of bee societies and location of the beehives; (02/L-111)</p> <p>For the sub-measure - Production of honey, those who apply only for equipment and other tools, and do not apply for construction of the facility, must document with photographs the existence of the facility at the time of application.</p>	<input type="checkbox"/>	<input type="checkbox"/>
16.	7.1 Collection, and processing of non-timber forest products including medicinal and aromatic plants	<p>- Certificate proving the applicant is licensed: by the Forestry Department of MAFRD for the collection of medicinal and aromatic plants, forest fruits and mushrooms (required document).</p> <p>- Turnover during the previous year</p> <p>a) For registered businesses "General status of declarations and other transactions" by TAK.</p> <p>Certificate of organic production.</p>	<input type="checkbox"/>	<input type="checkbox"/>
17.	7.3: Processing of agricultural products in households	<p>Experience of the household</p> <p>Natural persons - Project Proposal and FIN</p> <p>b) Legal persons - Business registration certificate</p>	<input type="checkbox"/>	<input type="checkbox"/>

		<p>In case of wine production: Certificate from the Cadastral Register of Vineyards; less than 3 hectares of vineyards/orchards; to verify with the areas applied for direct payments. <i>(When applying for this case, this document is mandatory)</i></p>	<input type="checkbox"/>	
		<p>In case of milk: Written statement/Draft Proposal - that the processing capacities will not exceed 500 l of milk per day; <i>(When applying for this case, this document is mandatory)</i></p>	<input type="checkbox"/>	

18.	7.5 Non-agricultural activities in rural areas	Experience of the household a) Natural persons - FIN, business plan/project proposal; b) Legal persons- Business registration certificate		<input type="checkbox"/>
19.	7.2 Development and promotion of rural tourism and agritourism	- Applicant's experience in the activities of providing rural tourism services: a) Natural persons - FIN, business plan or project proposal; b) Legal persons- Business registration certificate		<input type="checkbox"/>
		Proof that object/building that will be renovated is on the cultural heritage list		<input type="checkbox"/>
		Project idea that fits to the object's appearance, prepared by architect. (copy of the architect's diploma) <i>(This document is mandatory in cases of investment for object's expansion, renovation)</i>		<input type="checkbox"/>
		Photos of existing object;	<input type="checkbox"/>	
		- Notarized consent of property owners, respectively official consent from the public authority in case of investments in the construction of pedestrian and bicycle paths around rural tourism objects. <i>(This document is mandatory in cases of investment for object's expansion, renovation)</i>		<input type="checkbox"/>
- Letter of recommendation by the LAGs selected with approved strategies.		<input type="checkbox"/>		
20.	7.7 Fish breeding	No additional documents		<input type="checkbox"/>
21.	7.6 Poultry breeding for eggs and meat	At the time of filing, applicants must prove that they have at least 5 m ² of land/per chicken or goose or 15 m ² of land/per turkey or duck	<input type="checkbox"/>	
22.		Affidavit – For the right to use the inherited land	<input type="checkbox"/>	
23.		Statement of commitment (for the accuracy and veracity of the data presented)	<input type="checkbox"/>	

Annex 3 Project-proposal – model



Ministry of Agriculture, Forestry and Rural Development
Agency for Agricultural Development

Project-proposal model - 2022

Name of consulting company – if project-proposal is prepared by a consulting company.

NOTE! *This document must be fully complied with.* This document will not be filled out but is a template on how to write a project-proposal. If there is a chapter that is not related to your project, you should mention it within the relevant chapter.

1. General information

1.1 Applicant's name (with his specific identification data)

1.2 The main assets owned by the beneficiary: land (with specification of ownership type), objects, equipment and machinery, animals, etc.

Table 1. Applicant assets

Assets	Date of purchase/construction	Purchase value for natural persons or last balance sheet for legal persons	Quantity (in pieces)
1. Objects – total			
1.1 details			
1. n details			
2. Equipment – total			
2.1 details			
2. n details			
3. ANIMALS			
3.1 details			
3. n details			
4. Other - details			
TOTAL			

Table 2. Land

No.	Region/Municipality/Village	Area (m ²)type of use	Legal status

l			
n			

2. Project description

2.1 Investment title

2.2 Project location (region, municipality and village)

2.3 Purpose with objectives' description, justification of needs and investment potential

3. Workforce and project management data

3.1 Legal technical manager (name, surname, position within the organization, relevant studies and professional experience).....

3.2 Total number of current employees
.....

of which..... with executive duties

2.1 Estimated hiring workforce in project implementation
.....

Of which new jobs for project implementation
.....

4. Description of executed purchases through the project

Name, number, value, technical and functional characteristics of the machinery/ equipment/technologies / transportation/ equipment purchased through project and, if necessary, objects' technical presentation where equipment and tools will be kept. Procurement must be based on current and/ or planed production capacities.

Table 3. Description of purchases executed through project

No.	Name/type of equipment/ machinery	Unit	Value without VAT	VAT	Total value including VAT	Percentage of public support
TOTAL						

Note! Technical characteristics of mechanism and equipment for which it applies must be stated.

5. Implementation calendar (months) and main stages

Investment schedule expressed in values, months and activities.

Table 4. Example/distribution schedule

Type of investment and total	Year (e.g. 2022)
------------------------------	------------------

cost (euro)	Month 1	Month 2	Month 3
E.g. Cleaning tables	5 000		
E.g. Classification machinery		5 000	
E.g. Drying machinery			5 000

Table 5. Example/Schedule for construction of new objects

Type of investment and total cost (euro)	Year (e.g. 2022)		
	Month 1	Month 2	Month 3
E.g. building components	5 000		
E.g. construction of the 1st floor without windows and roof		5 000	
E.g. 1st floor windows and roof			5 000

6. Production capacities

Production capacity in addition to the capacity in physical units (kg/ton), the applicant should present the projected monetary value for the planned production capacity and harmonize it with other parts/chapters where financial data are presented.

Specifications about the existing capacity should be given before and after the finalization of the investment.

A description of the technological processing process applied to the project must be provided.

Submit the participation (in %) of raw material produced at the applicant's farm in the processing process.

7. Market supply/sale

Table 6. Potential applicant suppliers

Potential applicant suppliers				
Name of the supplier of raw materials/supporting materials/products/services	Address	Product supply and approximate amount	Calculated value	% of total distribution
1.				

2.				
3.				

8. Table 7. Potential applicant clients

Potential applicant clients			
No.	Client (Name and address)	Value	% of sales
1.			
2.			
3.			

9. Investment financial details

Table 8. Detailed eligible and ineligible costs

Eligible costs	Public support percentage	Public support (% of public support from eligible costs)	Private cofinancing	Total
(Investments in segments)				
.....				
Administrative costs				
Ineligible costs	X	X		
Total				

Annex 4 Model for the preparation of the project-proposal for sub-measure 7.2 Development of rural tourism and agritourism



Ministry of Agriculture, Forestry and Rural Development
Agency for Agricultural Development

1. NOTE! *This document be complied with in whole.* This document should not be completed, bus used as a template for writing project proposals. In case that there is any chapter not relevant to your project, indicate this within the relevant chapter General Information.

1.1 Name of the beneficiary (with specific identification data)

1.2 Main assets owned by the beneficiary: land (specifying the type of ownership), facilities, equipment and machinery, animals, etc. - as in the farm register

Table 1. Assets of the applicant. In case assets belong to other family members, they must be included as family business and in the table below, but the owner must be specified in the first column.

Assets	Date of purchase/construction	Purchase value for natural persons or final balance status for legal persons	Quantity (in pcs)
1. Facilities - total			
1.1 details, address:			
1. n details, address:			
2. Equipment - total			
2.1 details			
2. n details			
3. ANIMALS			
3.1 details			
3. n details			
4. Other - details			
Total			

Table 2. Land

No.	Region/Municipality/Village (and the owner if not owned by applicant)	Surface (m ²)/Type of use	Legal status (Land in the applicant's name or rented)
1			
n			

2. Project description

2.1 Designation of investment

2.2 Project location (region, municipality and village)

2.3 Purpose, with description of objectives, justification of need and investment opportunity.

3. Data on labour force

Table 3. Active persons in the household:

No.	Name and surname	Age (in years)	Family relation to applicant	Professional qualification	Experience in household

Table 4. Employed persons outside household (if non-members are engaged in the household)

No.	Name and surname	Age (in years)	Professional qualification	How many are active in employment (working hours per day)

3. Description of purchases under the project/characteristics of traditional objects/Diversification of farm activity if applicable.

Name, number, values, technical and functional characteristics of machinery/equipment/technologies/transport means/equipment that to be purchased through the project and, if necessary, technical presentation of facilities where the equipment and tools will be placed.

Purchases and construction must be based on current or foreseen production capacity. In case of construction, please use the annex to this document.

Table 5. Description of purchases under the project

No.	Name/type of equipment/machinery/buildings/service	Units /m ² for buildings/working day for services	Value without VAT	VAT	Total value with VAT	Percentage of public support
Total						

Note! Please provide the technical characteristics of mechanism and equipment applied for. Implementation schedule (months) and main phases. Investment schedule with values, months and activities.

Table 6. Example/Schedule for distribution

Type of investment and total cost (euro)	Year (e.g.: 2022)		
	MONTH 1	MONTH 2	MONTH 3
e.g. equipment for room furnishing	5 000		
e.g. . . equipment for kitchen furnishing		5 000	
etc.			5 000

Table 7. Example/Schedule for renovation/extension of facilities

Type of investment and total cost (euro)	Year (e.g.: 2022)		
	MONTH 1	MONTH 2	MONTH 3
e.g. construction elements	5 000		
e.g. construction of floor 1 without windows and roof		5 000	

e.g. floor 1 with windows and roof			5 000
------------------------------------	--	--	-------

Production capacity

Production capacity in addition to the capacity in physical units (kg/ton), the applicant to present the projected monetary value for the planned production capacity and to harmonize with other parts/chapters where financial data are presented.

The specifics regarding the existing capacity before and after the finalization of the investment should be brought.

A description of the technological workflow applied to the project technology will be provided

The type of products should be explained - if it is traditional. In the case of tourism, the type of tourism should be presented in the project, especially for agritourism.

In case of agritourism, food preparation from farm products must be presented

Table 8. Type and capacity of the facility

Capacity of facility	Before investment	After investment
Number of beds		
Number of seats		
Number of tables		
Number of bathrooms		
Number of floors		
Overall construction volume		
Total building area in m ²		
Other details - if deemed necessary by applicants		

(This is completed by those who want to make the investment for renovation/adaptation/expansion of the building)

7. Market supply/sale

Table 9. Potential suppliers of the applicant

Potential suppliers of the applicant

Name of supplier of raw materials/auxiliary materials/products/services Address Supplier product and approximate amount	Name of supplier of raw materials/auxiliary materials/products/services Address	Name of supplier of raw materials/auxiliary materials/products	Name of supplier of raw materials/auxiliary	Name of supplier of raw materials/auxiliary
1				
2				
N				

Table 10. Potential clients of the applicant

Potential clients of the applicant			
No.	Client (Name and address)	Value	% of sales
1			
2			
n			

Financial details of the investment

Table 11. Detailed eligible and ineligible costs

Eligible costs	Public support	Private co-financing (euro)	Total
Eligible investments			
...			
Administrative costs (e.g. for project proposal)			
Ineligible investments			
TOTAL			

Minimum information should be provided if projects involve construction work

Main construction features:

Position of the building inside the owned land, outline of the land; ground surface - including sketch;

Total area together with basement; number of floors - sketched for each floor;

Height - including sketches of the facade provided with windows or doors the volume of the building; materials to be used. All sketches must have a title and a scale.

The impact of the role of each division of the building is mandatory.

15.4 ANNEX 5 Template for business plan preparation



Ministry of Agriculture, Forestry and Rural Development

Agency for Agricultural Development

Template for business plan preparation

For projects supported by the Ministry of Agriculture, Forestry and Rural Development

NOTE! This document must be fully respected. This document is not to be completed but is a model of how to write a business plan. In case there is a chapter that is not related to your project, you should mention this within the relevant chapter.

1. General information

1.1 Name of the beneficiary (with his specific identification data)

1.2 Main assets owned by the beneficiary: land (specifying the type of ownership), facilities, equipment and machinery, animals, etc. - as in the Farm Register.

Table 1. Assets of the applicant

Assets	Date of purchase/construction	Purchase value _ for natural persons or final balance status for legal persons	Quantity (in pcs)
1. Facilities - total			
1.1 details			
1. n details			
2. Equipment - total			
2.1 details			
2. n details			
3. ANIMALS			
3.1 details			
3. n details			

4. Other - details			
Total			

Table 2. Land

No.	Region/unicapality/village	Surface (m ²)/type of use	Legal status (applicant's property, family property or rented)
1			
n			

2. Project description

2.1 Name of the investment

2.2 Project site (region, municipality and village)

2.3 Purpose, by describing objectives, justifying the need and opportunity for investment

2.4 The compatibility between the objectives of the measure and the objectives of the project should be noted. Clarifications for the general objectives and at least for one of the objectives of the project should be presented according to the following table:

Table 3. Harmonization of program objectives with those of the project

General and specific objectives	Project objectives (Write "X" in squares near achieved objectives)	Description of how the project aims to achieve the objectives (write inside the squares of this column parallel to the sub-objective objective)
<i>Competitive ability</i>	<input type="checkbox"/>	
At least one of the following specific objectives:		
Specific objectives of measure and sub-measure	<input type="checkbox"/>	
The project developer takes the measure and sub-measure objectives from the program and presents them in this column	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	

1.1 Legal technical manager (name, surname, position within the organization, relevant studies and professional experience)

1.2 Total number of current employees

of which employees

1.3 Assessments about the workforce that will be engaged after the implementation of the project

Number of new jobs created as a result of the investment:

4. Description of purchases made through the project

Name, number, value, technical and functional characteristics of the machinery/equipment/technologies/means of transport/equipment to be purchased through the project and, if necessary, technical presentation of the facilities where the equipment and tools will be located. Purchases should be based on current and/or projected production capacity.

Table 5. Description of purchases/investments made through the project

No.	Name/type of equipment/machinery / services etc.	Units (m, working days, kg, etc.)	Value without VAT	VAT	Total value with VAT	Percentage of support public
Total						

1. Note: The technical characteristics of the mechanism and equipment to which it applies must be stated.

4. Implementation calendar (months) and main phases Investment schedule expressed in values, months and activities.

Table 6. Schedule of investment implementation

Type of investment and total cost (euro)	Year (e.g. 2022)		
	Month 1	Month 2	Month 3
E.g. soil preparation	5,000		
e.g. planting of seedlings		15,000	

e.g. holding system			8,000
---------------------	--	--	-------

Table 7. Time planning for construction of new facilities

Type of investment and total cost (euro)	Year (e.g.: 2022)		
	Month 1	Month 2	Month 3
e.g. construction elements	5,000		
e.g. construction of floor 1 without windows and roof		10,000	
e.g. floor 1 with windows and roof			5,000

6. Production capacity

Production capacity in addition to the capacity in physical units (kg/ton), the applicant to present the projected monetary value for the planned production capacity and to harmonize with other parts/chapters where financial data are presented.

Capacity specifications must be submitted before and after the investment is finalized.

A description of the technological workflow applied to the project technology should be provided.

7. Market supply/sale

Table 8. Potential suppliers of the applicant

Potential suppliers of the applicant				
Name of the supplier of raw materials/products/services (when the supplier is local, place a "V" sign after the name)	Address	Product supplied and approximate value	Calculate d value	% from total distribution
1				
2				
n				

Table 9. Potential clients of the applicant

Potential clients of the applicant			
No.	Client (Name and address) when the buyer is local, place a "V" sign after the name	Value	% of sales

1			
2			
n			

8. Competition and market strategy

Description of local and international competition. Description of the market strategy.

9. Financial details of the investment

Table 10. Detailed, eligible and ineligible costs

Eligible costs	Public support	Private co-financing (euro)	Total
Eligible investments			
...			
Administrative costs (for example: business plan)			
Ineligible investments			
TOTAL			

Note: Forecasts for the submitted project should be based on the financial situation of the previous year. The link between sales, forecasting, production capacity and pre-sales contracts should be considered.

Return of Investment – RoI for rural development grants

Years	Forecast of expenditures and revenues without project implementation		Forecast of expenditures and revenues without project implementation (euro)			Difference as a result of project implementation (euro)				Value of private co-financing of eligible costs (euro)	Return on Investment RoI (if all columns have a positive RoI value)
	Total value of manufacturing	Profit	Total value of manufacturing costs	Value total e of revenues	Profit	Differen ce in revenues	Differen ce in costs	Profit extra	Profit extra (mirror cumulative)		
Year 1		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
2		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
3		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
4		0.00			0.00	0.00	0.00	0.00	0.00		0.00
5		0.00			0.00	0.00	0.00	0.00	0.00		0.00
6		0.00			0.00	0.00	0.00	0.00	0.00		0.00
7		0.00			0.00	0.00	0.00	0.00	0.00		0.00
8		0.00			0.00	0.00	0.00	0.00	0.00		0.00
9		0.00			0.00	0.00	0.00	0.00	0.00		0.00
10		0.00			0.00	0.00	0.00	0.00	0.00		0.00

Cash flow- 2022

Business plan – financial part

Note:

Write only in the white column



At least the number at the end of this column must be positive, otherwise the project must be rejected as unacceptable because the extra profit does not cover the investment even after 10 years

Revenues			outlay		Balance (euro)	
Date	Item	Value (euro)	Item	Value (euro)		
Year 1			Main raw materials		If a negative value is presented in this column, the project must be rejected as unacceptable	
			Labour force			
Month 1			Electricity, water			
			Transport/fuel			
			Maintenance and repairs			
			Loan instalments			
			New investments			
	Others		Others			
	Total	0.00	Total	0.00		0.00
Year 1			Main raw materials			
			Labour force			
Month 2			Electricity, water			
			Transport/fuel			
			Maintenance and repairs			
			Loan instalments			
			New investments			
	Others		Others			
	Total	0.00	Total	0.00	0.00	
Year 1			Main raw materials			
			Labour force			
Month 3			Electricity, water			
			Transport/fuel			
			Maintenance and repairs			
			Loan instalments			
			New investments			
	Others		Others			
	Total	0.00	Total	0.00		0.00

Cash flow in excel for the next three years

Cash flow (inflows and outflows)

Forecast of inflows and outflows for 3 years after the finalization of the investment. The applicant must demonstrate that his economy will be profitable and that cash no month will have no negative value.

Experienced legal entities must submit income statements for the last three years they have submitted to the Tax Administration.

When compiling the business plan, among other things, specifically the cash flow, it should be taken into account that only revenues from the sale of production should be declared as a result of the implementation of the project. In this column do not write income from other sources, e.g. direct payments, loans, etc.

Table 11. Cash flow (Please use the excel spreadsheet published on AAD website)

1.2 Annex 6 Procurement Procedures

1. General provisions applicable to all types of purchases

- No subcontractor contracted by the beneficiary can contract any other subcontractor for the performance of the contract;
- Purchases must respect investments that meet the eligibility criteria set out in the business plan measures and guidelines e.g. in terms of return on investment, cash flow, etc.
- Procurement procedures are valid only for eligible investments. Procurement procedures are not mandatory for ineligible investments;
- There are 3 types of procedures: direct purchases, purchases with at least 3 bids and selection based on public procurement (open tender);
- The procedure for purchases to be applied depends on the value of the purchases; it is forbidden to divide purchases for the same type of goods, works or services in order to avoid the procedural rules applicable to a higher threshold;
- The bidder should not be in conflict of interest;
- Bidders will be excluded from awarding contracts; in case of distortion of the information requested by the beneficiary or if they fail to provide this information. Adherence to procurement rules is a mandatory condition for accepting expenses. Therefore, the application file must contain the payment documents to prove the completion of the procurement procedures, see annex 5.

1. Criteria for awarding the contract:

- Contracts should be awarded based on the following criteria:

A. In case of supply of goods - based on the lowest price;

B. In the case of construction (means the result of a construction or civil engineering project which in itself is sufficient to fulfil an economic or technical function and covers both execution and design) - based on the lowest price;

C. In case of services (studies or technical assistance) - based on the lowest price;

3. Definition of conflict of interest

Existence of links between the beneficiary and the supplier (relatives, or joint shareholders in the bidding companies) or between the members of the Evaluation Committee.

- Joint ownership (as individuals or as shareholders) among suppliers who submit bids.

2. Purchasing procedures:

3.1 Direct purchases up to 10 000.00 euros

Rules:

- A. The beneficiary can buy directly from the market,
- B. The purchase cost must respect the thresholds set en masse,
- C. There is no need for a contract signed between the user and the supplier, except in the case of consulting costs.
- D. The Beneficiary must request and receive a copy of the business registration certificate and a copy of the fiscal number certificate of the bidders.

Selection based on at least 3 offers starting from 10 000.01 euros up to 60,000.00 euros.

Rules:

- Purchases can be made only with at least 3 offers (price quotation),
- Expenditures within the offer must respect the thresholds set within the measures;
- In all cases, a contract must be signed between the beneficiary and the supplier;
- Invitations for offers, offers and contracts must respect the provisions/details of which are presented within the technical project and within the business plan;
- The beneficiary must send a call for bids, respecting a standard format.

See annex no. 1 of the contract;

- Suppliers must register their bid in the entry/exit register;
- The beneficiary must sign the declaration for compliance with the rules for avoiding conflict of interest - see annex no. 2 of the contract;
- Bidders must sign the statement of the credible bidder - see annex no. 3;
- The beneficiary will decide on the award of the contract to the bidder with arguments;
- The beneficiary must request and receive a copy of the Business Registration certificate and a copy of the fiscal number certificate of the bidders.

Procurement by public announcement (open tender) - starting over 60 000.01 euros

Rules:

- E. All provisions from point 4.2. must be respected;
- F. The beneficiary must publish his interest for the purchase through at least 1 national daily newspaper, but if the value is higher than € 150,000, the tender must also be presented in the international media. In addition, the beneficiary has the right to send invitations directly to potential suppliers to ensure a better competition among the bids, but only on the same day when the tender was announced;

- G. The content of the public invitation must include all the information set out in Annex 1;
- H. The time limit for receipt of bids must be at least 10 days;
- I. The Beneficiary shall establish an evaluation commission; this commission must have an odd number of members, at least three, with all the necessary technical and administrative capacity to give a valid opinion on the tenders;
- J. The evaluation commission must issue a reasoned decision for awarding the tender;
- K. The members of the evaluation commission must sign a statement of confidentiality and neutrality - see annex 4.
- L. All applications for participation and tenders that meet the requirements must be evaluated and ranked by the evaluation commission based on the selection and award criteria of the contract announced in advance.
- M. The Beneficiary must request and receive a copy of the business registration certificate and a copy of the fiscal number certificate of the bidders.

Annex 1. of the contract

Invitation to submit a bid

- Name of the private beneficiary
- Business registration number or personal identification number
- Fiscal number.....
- Address
- Fix. tel./fax/e-mail
- No. Date

To: Company Name
E

accepted today:

No. Date.....
 Name and Surname: Business Registration No.
 Fiscal number.....
 Signature.....

Invitation to submit a bid (Form)

Dear Ladies and Gentlemen,

(Beneficiary name) invites you to submit your bid for (purchase type)
 for the implementation of a project co-financed by MAFRD under the
 measure/sub-measure code <measure/sub-measure and name> with the following title the title of the project,
 which will be implemented in the municipality <Name municipality>.

The selection for awarding the criterion is..... (should be mentioned according to the type of contract, as presented in point 2 of this document - Criteria for awarding the prize);

The contract will consist of the purchase/acquisition of
.....
..... for the implementation of the above project;

- Type of contract: purchase of <services/goods/construction work>;

- Deadline for submission of bids: <data>, <time>.

- Address where the bids will be submitted

- Date and time when the evaluation will start.....

- Maximum purchase value

Attached you will find the quantities, technical specifications/terms of reference for the requested bid (to be attached as presented within the technical project and, if applicable, within the business plan).

We await your offer by the deadline and at the address mentioned above.

<Name and surname of the legal representative of the beneficiary> Signature Place and date

Annex 2 to the Contract

Declaration

for respecting the rules for avoiding conflict of interest

I, the undersigned, as the legal representative of the project, declare under the sanction of the laws of the Paying Agency, that I respect them as follows:

1. There are no links (relatives, or joint stockholders for each company) between the beneficiary (or beneficiary partners) and the bidders (or bidder partners) who submit bids;
2. I have no joint ownership (as an individual or as a shareholder) among the bidders from whom I received bids.

<Name and Surname of the Legal Representative of the Beneficiary> Signature
date

Annex 3 to the Contract

Statement on the seriousness of the bidder

I, the undersigned, as the legal representative of the project, certify under the sanction of the Laws of the Paying Agency that I am not in one of the situations listed below:

1. In bankruptcy or liquidation, in disputes administered by the courts, I have entered into an agreement with creditors, suspended business activities, subject to legal proceedings related to those matters, or in any analogous situation caused by a similar proceeding provided for in legislation or national regulations;
2. I have been convicted of any misconduct related to professional conduct through a final judgment (res judicata); I have been guilty of serious professional misconduct proven by any means which the beneficiary may justify;
3. I have not fulfilled the obligations related to the payment of social security contributions or the payment of taxes, in accordance with the legal provisions of the country in which I am designated and in the country of the beneficiary;
4. I have been the subject of a final trial (res judicata) for fraud, corruption, involvement in a criminal organization or any other illegal activity that harms the financial interests of Kosovo;
5. I am currently subject to an administrative financial penalty issued by the Paying Agency which is responsible for subsidies and grants for agriculture and rural development in Kosovo.
6. I have been declared inadmissible to the World Bank, Denmark or the European Commission.

<Name and Surname of the legal representative of the beneficiary>

Place and date Signature

Annex 4 to the Contract

Statement of confidentiality and neutrality

I, the undersigned, member of the evaluation commission for the purchase of, under the applied procedure <selection is based on at least 3 bids or selection based on the advertised procurement organized by <beneficiary name>,

I declare under the sanction of the Laws of the Paying Agency, the following:

- a) I have no relatives or shares or business partners between the bidders and the evaluation committee;
- b) I am not a member of any Board, decision-making or supervisory body for any of the bidders;
- c) I have no interest that may affect my neutrality when evaluating bids.

Also, I will be fully committed to maintaining the confidentiality of the content of the bids and the activity of the evaluation commission in case the information may affect the legal rights, property of the bidder, or their trade secrets.

<Name and Surname of the legal representative of the beneficiary>

Place and date Signature

Annex 5 to the Contract

Documents to be submitted together with the request for payment, depending on the procurement procedure

	* Bid value		
Number of document	Up to 10 000 euros	10 000 - 60,000 euros	Above 60,000 euros <input type="checkbox"/>
Type of purchase	a. Goods b. Construction <input type="checkbox"/> c. Services	a. Goods b. Construction <input type="checkbox"/> c. Services	a. Goods b. Construction <input type="checkbox"/> c. Services <input type="checkbox"/>
1.	Statement	-	Copy of the announcement published in press/newspaper
2.		At least three completed written invitations, signed by the bidder (from Annex 1)	Completed written invitations, signed by the bidder (bidder) (from annex 1) - not mandatory - if this is the case/decided by the grant beneficiary
3.		Copies of the Business Registration Certificate of each of the bidders (for at least 3 bidders)	Copies of the business registration certificate of each of the bidders (for at least 3 bidders)
4.		Copies of fiscal number of bidders (for at least 3 bidders)	Copies of fiscal number of bidders (for at least 3 bidders)
5.		Bids received (at least 3)	Bids received (at least 3)
6.		-	Decision on the establishment of the evaluation commission

7.	Statement of compliance with the rules for the avoidance of conflict of interest (from Annex 2)	Statement of compliance with the rules for the avoidance of conflict of interest (from Annex 2)
8.	Statement of reliability of the bidder (from annex 3)	Statement of reliability of the bidder (from annex 3)
9.	-	Statement of Confidentiality and Neutrality (from Annex 4)
10.	Tender award report	Tender award report
11.	Contract signed with the designated winning bidder	Contract signed with the designated winning bidder

* The value and completeness of the documents refers to one or more purchases - depending on the type of purchase (specific are those for services, goods or construction); each purchase may refer to one or more invoices paid.

15.5 Annex 6 List of eligible investments/eligible costs

Table LIST OF ELIGIBLE COSTS FOR MEASURE 7	
Code	Description of eligible costs
7.4/A	Sub-measure 7.4. – Honey production
1	<i>Construction and reconstruction of facilities for honey production (construction of honey room max 5,000.00 €)</i>
2	Construction material/installation materials/other elements necessary for a facility under construction or renovation (doors, windows, etc.)
3	Construction materials/materials for facilities to create conditions to meet the hygiene-sanitary conditions and to provide physical conditions to achieve food safety standards, and their installation.
4	Construction materials/material for facilities to achieve environmental standards of waste management and their installation.

5	Construction materials/material for installing technical services (water supply, ventilation systems, heating/cooling systems, energy production and energy supply and installations, catchment, sewage network/reservoirs, wastewater/water treatment) controlled conditions (microclimate conditions, air/water quality control, humidity, water/air cleaning, etc.) including energy saving practices and the use of renewable energy
6	Construction material/material for providing access roads and road networks for carrying out work and restraint zone around eligible facilities
<i>B</i>	<i>Equipment for eligible activities</i>
1	Investments in hives, honey production (hives with antivaro floor)

2	Honey collecting process (acid-resistant INOX material) Electric cassette centrifuge; Trough (tub) for unsealed frames; Trough (tray) for frame unsealing; Electrical frame opener; Hive melting wax (electric or gas);
3	Bee fence (5 € per hive), but not more than 500 €
4	Investments for honey equipment and laboratories for analysing bee products; (refractometer and spectrophotometer)
5	Equipment for extracting royal jelly from honey for treatment of queen bees (set of needles for transplant, set of sticks for extracting royal jelly from honey, temperature measuring tool, humidity measuring tool, lavry treatment apparatus, cage for transporting queen bees, reproductive material for fertilization no more than 100 pieces, special fertilization hens no more than 100 pieces, special refrigerator for transport, deep freeze fridge, incubator);
6	Various types of honey packing equipment
7	Special trolley for transferring bee hives, not less than 50 hives
8	Investments for the purchase of renewable energy equipment
9	Investment in marketing of produced or processed products, including: Develop and design catalogues, leaflets, brochures, posters etc., to promote production, payments for participation in local/national fairs Website development <i>Maximum eligible marketing costs are limited to 10% of the total project value</i>
7.1	Sub-measure 7.1 – Collection, processing, and promotion of mountain non-timber products
1	Construction, renovation and expansion of facilities
2	Construction material/installation materials/other elements necessary for a facility under construction or renovation (doors, windows, etc.)
3	Construction material/material for facilities to meet hygiene-sanitary requirements and ensure physical conditions in order to achieve food safety standards and their installation.
4	Construction materials/equipment for facilities to achieve environmental standards for waste management and their installation.

5	Construction materials/material for installing technical services (water supply, ventilation systems, heating/cooling systems, energy production and energy supply and installations, catchment, sewage network/reservoirs, wastewater/water treatment) controlled conditions (microclimate conditions, air/water quality control, humidity, water/air cleaning, etc.) including energy saving practices and the use of renewable energy
6	Construction material/material for providing access roads and road networks for carrying out work and restraint zone around eligible facilities
7	Equipment for eligible activities
8	Equipment for technical services (water supply, ventilation systems, heating/cooling systems, energy production and energy supply and installations, catchment, sewage network/reservoirs, wastewater/water treatment, water cleaning) and controlled conditions (microclimate conditions, air/water quality control, humidity, etc.) including energy saving practices and use of renewable energy
9	Equipment to meet hygiene and sanitary requirements, including hygiene and sanitary equipment for workers and cleaning of machines and equipment with (CIP system/station)*
10	Equipment for acceptance of raw materials (measurement, inspection, sorting etc.) and storage
11	Equipment for preparing raw materials for production (harvest, drying, grinding, milling, etc.)
12	Pasteurization and sterilization equipment
13	Storage equipment (shelves, metal constructions, wood pallets, loading and unloading equipment, etc.).
14	Packing and labelling equipment
15	Equipment for quality monitoring, control systems and tracking acceptance, storage, processing, packaging and distribution including tools and equipment for laboratory tests. (not including supply and glass tools)
16	Computer equipment and software including sensors (related to eligible equipment only)
17	Renewable energy equipment
18	Investment in marketing of produced or processed products, including: Developing and designing catalogues, leaflets, brochures, posters etc., to promote production, payments for participation in local/national fairs; Website development; Maximum eligible marketing costs are limited to 10% of the total project value.
7.3	Processing of agricultural products in households

1	<i>Construction, renovation and expansion of facilities for post-harvest activities, construction and renovation of traditional facilities to be used as sale points</i>
2	Construction material/installation materials/other elements necessary for a facility under construction or renovation (doors, windows, etc.)
3	Purchase a mini-trailer pulled by a tractor or small truck (where a mobile milk processing unit is placed)
4	Equipment for the production of dough, bread, pasta, etc.
5	Equipment for mixing tea, production of extracts and tea-based preparations, tea packaging including packaging in tea bags, plant production (mint, verbena, chamomile, etc.)
6	Spice production equipment
7	Vinegar production equipment
8	Wine production equipment
9	Equipment for the production of alcoholic beverages from grapes and fruits
10	Equipment for pasteurization, sterilization, bottling in cans, bottles and other product packaging, and storage
11	Pasteurization and sterilization equipment
12	Packaging and labelling equipment
13	Renewable energy equipment
14	Quality control equipment, control and tracking systems, storing, processing, packaging and distribution, including laboratories and tools for product analysis (not including supply and glass tools)
15	Waste disposal, storage and handling equipment (including those for composting and production of sub-products)
16	Computer equipment and software, including sensors (related to eligible equipment only)

17	<p>Marketing investment</p> <p>Develop and design catalogues, leaflets, brochures, posters etc., to promote production, payments for participation in local/national fairs</p> <p>Website development</p> <p>Maximum eligible marketing costs are limited to 10% of the total project value</p>
7.5	Sub-measure 7.5 – Non-agricultural activities in rural areas
	a) Wool processing
	b) Humus processing
1	<i>Construction, renovation and expansion of facilities</i>
2	Construction material/installation materials/other elements necessary for a facility under construction or renovation (doors, windows, etc.)
3	Construction materials/material for facilities to create conditions to meet hygiene/sanitary requirements and provide physical conditions to achieve food safety standards and their installation
4	Construction materials/equipment for facilities to achieve environmental standards of waste management and their installation.
5	Construction materials/material for installing technical services (water supply, ventilation systems, heating/cooling systems, energy production and energy supply and installations, catchment, sewage network/reservoirs, wastewater/water treatment) controlled conditions (microclimate conditions, air/water quality control, humidity, water/air cleaning, etc.) including energy saving practices and the use of renewable energy.
6	Construction material/material for providing access roads and road networks for carrying out work and restraint zone around eligible facilities.
	<i>Equipment for eligible activities</i>
1	Equipment for technical services (water supply, ventilation systems, heating/cooling systems, energy production and energy supply and installations, catchment, sewage network/reservoirs, wastewater/water treatment, water cleaning) and controlled conditions (microclimate conditions, air/water quality control, humidity, etc.) including energy saving practices and use of renewable energy
2	Equipment to meet hygiene-sanitary requirements including hygiene/sanitary equipment for workers, and cleaning of machines and equipment with (CIP system/station)*
3	Equipment for acceptance of raw materials

4	Equipment, machines and installations for the production of clothes
5	Equipment, machines and installations for the production of leather and leather products
6	Equipment, machines and installations for wood production processing
7	Equipment, machines and installations for the production of paper and paper products
8	Equipment, machines and installations for the production of other non-metallic and mineral products
9	Equipment, machines and installations for the production of metals
10	Equipment, machines and installations for the production of furniture
11	Equipment, machines and installations for the production of jewellery and similar products, including imitation decorations and similar articles.
12	Equipment, machines and installations for the production of musical instruments
13	Equipment, machines and installations for the production of games and toys made of paper or cardboard
14	Equipment, machines and installations for the production of brooms and brushes
15	Storage equipment (shelves, metal constructions, wood pallets, loading and unloading equipment, forklifts, etc.)
16	Packaging and labelling equipment and machines
17	Waste disposal, storage and treatment
18	Computer equipment and software, including sensors (related to eligible equipment only)
19	Wool processing equipment <ul style="list-style-type: none"> 1. Wool cleaning equipment 2. Wool combing equipment 3. Wool hackle equipment 4. Wool colouring equipment 5. Wool processing equipment,
20	Compost preparation equipment <ul style="list-style-type: none"> 1. Humus production equipment 2. Humus mixing equipment 3. Mixer 4. Filling equipment 5. Packaging equipment

21	Marketing investments Develop and design catalogues, leaflets, brochures, posters etc., to promote production, payments for participation in local/national fairs; Website development; Maximum eligible marketing costs are limited to 10% of the total project value
7.2 A	Sub-measure 7.2 – Development and promotion of rural and agricultural tourism
	Renovation, expansion and modernization of rural touristic business
	<i>Renovation, expansion and modernisation (interior)</i>
1	Construction materials for facilities to provide accommodation (rooms, apartments), hotel/catering services (cooking and serving food), craft and agricultural sales points, museums in rural areas (of historical, natural, traditional, educational importance, etc.)
2	Construction material/material for installation/regulation of supplementary recreational and sports facilities (indoors and outdoors); biking/hiking/climbing, facilities for horses, riding areas, fishing wells; recreational facilities (indoors and outdoors), sports fields; and installation of related equipment.
3	Construction material for the renovation of facilities to provide access for people with disabilities, provide access and special sanitary equipment
4	Construction material for the renovation of facilities for training and seminars
5	Construction for facilities to create conditions to meet hygiene/sanitary requirements and provide physical conditions to achieve food safety standards and their installation
6	Construction materials/equipment for facilities to achieve environmental standards of waste management and their installation.
7	Construction materials/material for installing technical services (water supply, ventilation systems, heating/cooling systems, energy production and energy supply and installations, catchment, sewage network/reservoirs, wastewater/water treatment) controlled conditions (microclimate conditions, air/water quality control, humidity, water/air cleaning, etc.) including energy saving practices and the use of renewable energy
8	Materials for the construction, arrangement/repair of land/facilities for providing outdoor spaces, including garden arrangement, outdoor paths, fountains, outdoor lights, barbeques, glass houses, shaded resting areas, towers, picnic tables and resting seats, etc.
9	Construction material/material for providing access roads and road networks for carrying out work and restraint zone around eligible facilities
B	<i>Equipment for eligible activities</i>
1	Equipment for technical services (water supply, ventilation systems, heating/cooling systems, energy production and energy supply and installations, catchment, sewage network/reservoirs, wastewater/water treatment, water cleaning) including energy saving practices and use of renewable energy

2	Equipment to meet hygiene and sanitary requirements, including hygiene and sanitary equipment for workers, as well as cleaning, sterilization and disinfection of equipment and facilities
3	Equipment for accommodation rooms, including carpentry tools, carpets, TV, radio, audio equipment, etc.
4	Kitchen and catering equipment, including carpentry equipment and tools
5	Equipment for garden arrangement, outdoor paths, fountains, outdoor lights, barbeques, glass houses, shaded resting areas, towers, picnic tables and resting seats, etc.
6	Equipment for providing recreational-sports activities, e.g. biking/hiking/climbing; horse riding, fishing, outdoor sports field equipment and playground equipment.
7	Equipment for rural museums, including carpentry and stone products, floor covers, including the purchase of old agricultural tools, furniture, traditional home items, traditional clothes, etc.
8	Equipment for training in facilities for organizing seminars
9	Access devices from outside and inside (including elevators) and special sanitary equipment for accommodating people with disabilities;
10	Waste treatment, disposal, storage and treatment equipment (including waste treatment equipment into by-products), water filtering/cleaning stations
11	Computer equipment and software (related to eligible equipment only) and activities related to rural tourism
12	Renewable energy equipment
13	Marketing investment Design and print catalogues, leaflets, brochures, posters etc., to promote production, payments for participation in local/national fairs; Website development; Maximum eligible marketing costs are limited to 10% of the total project value, continuation
<i>C</i>	<i>Renovation, expansion and modernization of facilities for outdoor accommodation</i>
1	Construction material for facilities providing outdoor accommodation (camping places, bungalows, camping trailers) and supplementary hotel services (food storage and serving) and installation and accommodation of equipment
2	Construction material/installation material to improve supplementary recreational-support facilities (indoors and outdoors) e.g.; biking/hiking/climbing; horse riding, fishing, material for outdoor sports fields, as well as material for children's playground.
3	Construction material for the construction of facilities, including auxiliary facilities (storage of straw, repair and supply tools, etc.) to provide access for people with disabilities, and ensure access and special sanitary equipment

4	Construction material to provide hygiene and sanitary conditions (including storage of hygiene and sanitary products in the workers' area), administrative space and installation/storage of eligible equipment
5	Construction material/for the construction of facilities to achieve environmental standards for air/water treatment and cleaning, waste management and for the installation/proper storage of equipment
6	Construction materials/equipment for installing technical services (water supply, ventilation systems, heating/cooling systems, energy production and supply and installations, catchment, sewage network/reservoirs, wastewater/water treatment) controlled conditions (microclimate conditions, air/water quality control, humidity, water/air purification, etc.) including energy saving practices and use of renewable energy
7	Materials for the construction/arrangement of facilities for providing outdoor places, including garden arrangement, garden decorations, outdoor paths, fountains, outdoor lights, barbeques, glass houses, shaded resting places, towers, picnic tables and resting seats, etc.
8	Construction material/components for providing access roads and road networks for carrying out work and restraint zone around eligible facilities
<i>D</i>	<i>Equipment for eligible activities</i>
1	Equipment for providing technical services (water supply, ventilation systems, heating/cooling systems, energy production and energy supply, installations, catchment, sewage network/reservoir, wastewater treatment), including energy saving practices and use of renewable energy
2	Equipment for fulfilling hygiene-sanitary requirements, including hygiene and sanitary workers equipment, as well as for cleaning, sterilization and disinfection of equipment and facilities
3	Kitchen and catering equipment, including tools, and carpentry products
4	Equipment for yard arrangement, garden decorations, outdoor paths, fountains, outdoor lights, outdoor barbeque, glass houses, shaded resting places, picnic tables and resting seats, etc.
5	Equipment for providing recreational-sports activities (indoors and outdoors), e.g. biking/hiking/climbing; riding, fishing, outdoor sports equipment and children's playground equipment.
6	Equipment for horse and donkey riding
7	Equipment for access and special sanitary equipment, and equipment for accommodating persons with disabilities;
8	Equipment for waste treatment, destruction, storage and treatment (including waste treatment equipment from by-products), water filtering/cleaning stations
9	Computer equipment and software (which are related to eligible equipment only) and for activities related to rural tourism

10	Renewable energy equipment
11	Investment in marketing Preparation and printing of catalogues, leaflets, brochures, posters, etc. to promote production, payments for participation in local/national fairs; Website development; Maximum eligible marketing costs are limited to 10% of the total project value
	7.7 Fish farming

Aquaculture farms equipment for freshwater fish

- Construction/extension/renovation of the fish breeding pool;
- Construction/extension/renovation of incubators for fish reproduction;
- Equipment for technical plants (water supply, ventilation systems, heating/cooling systems, energy production and energy supply and energy installations, catchment, sewage network/reservoirs, wastewater/water treatment) and controlled conditions (microclimate conditions of water control, humidity, etc.), including energy saving practices and use of renewable energy;
- Equipment for fulfilling hygienic-sanitary requirements (including storage of hygiene and sanitary products and the workers' area), cleaning and disinfection equipment, as well as storage space and storage of medications);
- Water ventilation equipment, water oxidation, equipment for monitoring oxygen level (oxygen injectors), temperature, pH, main canal pumps, side canal pumps;
- Equipment for breeding incubators/fish reproduction (including tubes or tanks for larvae and reproductive material);
- Fish classification equipment and transport pumps within the farm;
- Fish feeding equipment;
- Food storage facilities;
- Equipment for transporting living fish (reservoir, oxygen bottles and additional transport equipment);
- Water disinfection equipment, filtering, water cleaning, water pumps, proteins or foam fractionation (including valves, tubes and equipment, etc.);
- Equipment for storing fresh fish, ice making equipment, refrigeration tanks (containers, pallets, trailers, refrigerated trailers) including auxiliary equipment for storing food, additives and for manipulation, loading and unloading, forklift, pallets, belt conveyer systems, measuring equipment
- Equipment for fish slaughter and cleaning, packaging and labelling (including waste handling, disposal, storage and treatment);
- Equipment for quality monitoring, control and tracking, growth, storage and distribution systems and computer devices and software, including sensors (related to eligible equipment only)

	<p>7.6 Poultry farming</p> <ul style="list-style-type: none"> - Construction of the stable¹⁵ with internal infrastructure (electricity, water, nests, rods, etc.); - Food storage room, storage of incubators, etc.; - Pasture fence; - Water bowls; - Food bowls; - Small incubators compatible with the production capacity.
LIST OF ELIGIBLE WORKS FOR MEASURE 7	
A	<i>List of construction/reconstruction works</i>
1	<p>Activities related to demolition</p> <ul style="list-style-type: none"> - demolition of the existing building - transport of materials to the nearest landfill - auxiliary activities
2	<p>Land works</p> <ul style="list-style-type: none"> - excavation of the humus surface layer - excavation - foundation excavation - construction of embankment - construction and reinforcement of the base - transport of excavated material - auxiliary activities
3	<p>Concrete works</p> <ul style="list-style-type: none"> - construction of concrete base - installation of the necessary constructions - reinforcement installation
4	<ul style="list-style-type: none"> - construction of concrete floors and cement embankments - concrete works, landscaping, road access/road connection - installation of necessary prefabricated elements - opening canal systems <p>auxiliary activities</p>

¹⁵ Maximum stall density: 6 chickens/ducks/m² or 2 ducklings/ducks/m², without counting the area required for nests. For every 7 animals, at least one nest in the stable.

5	<p>Brick works</p> <ul style="list-style-type: none"> - masonry - horizontal and vertical insulation of the building - plastering the ceilings and walls of the building - construction of fences, terrain arrangement, roads/road connections - placement of prefabricated elements - construction of small elements within the building (chimney, air condition system, etc.) <p>auxiliary activities</p>
6	<p>Wood works</p> <ul style="list-style-type: none"> - construction of all elements related to a new building or adaptation of an old building - placement of wooden constructions (foundation, beams, roof constructions) - wooden construction works such as floor, space arrangement, road fences - placement of small wooden constructions <p>auxiliary activities</p>
7	<p>Insulation and façade works</p> <ul style="list-style-type: none"> - insulation - facade - placement of prefabricated elements - auxiliary activities
8	<p>Roof construction works</p> <ul style="list-style-type: none"> - placement of roof structures - roof cover/placement of roof tiles/sheet metal and other materials - auxiliary activities
9	<p>Sheet metal works</p> <ul style="list-style-type: none"> - construction of gutters - construction of the atmospheric sewage system - snow cutters - auxiliary activities
10	<p>Ceramic works</p> <ul style="list-style-type: none"> - preparation of the base for the installation of ceramic tiles - placement of ceramic tiles - final activities after placement of ceramic tiles - auxiliary activities
11	<p>Wood works</p> <ul style="list-style-type: none"> - construction of windows, doors, wooden fences, stairs, etc.
12	<ul style="list-style-type: none"> - construction of internal and external wood elements - auxiliary activities

13	<p>Construction of storeys</p> <ul style="list-style-type: none"> - laying the foundation for the storey construction - storey construction - final activities - auxiliary activities
14	<p>Paint works</p> <ul style="list-style-type: none"> - painting ceilings and walls - painting wood and metal surfaces - auxiliary activities
15	<p>Metal works</p> <ul style="list-style-type: none"> - construction of metal elements - installation of metal structures - fencing (balconies, stairs, etc.) and fencing the facility - placement of required prefabricated metal elements - auxiliary activities
16	<p>Stone works</p> <ul style="list-style-type: none"> - masonry with stones - stone coating/stone layer coating - masonry of fences, construction of outside areas from stone, access to road/road connections - installation of mounting elements - auxiliary activities
17	<p>Technical installations</p> <ul style="list-style-type: none"> - installation of electricity supply - installation of gas supply - installation of external and internal electrical installations - installation of drainage system - installation of water supply system, placement of water tanks, hydrophores, etc. - installation of internal and external sewage system that is connected with the secondary sewage system or septic sewage tank/reservoir, - construction of septic tank/reservoir - installation of indoor sanitary appliances - installation of heating, ventilation, conditioned air systems and air/water conditioning systems (heating or cooling systems), - installation of water treatment equipment and water cleaning stations, - auxiliary activities

18	Other activities - construction of parking and parking lots - road network construction - environmental regulation (excluding decorative plants)
19	- other auxiliary activities
<i>B</i>	<i>List of eligible costs for installing equipment</i>
1	Installing eligible equipment and machinery
2	Installing renewable energy equipment (wind, solar, geothermal, bio-gas, etc.)
3	Installing computer devices and computer programs, including sensors
4	Installing computer devices and computer programs, including sensors
<i>C</i> - GENERAL COSTS FOR MEASURE 7	
	<i>List of general costs for the preparation of business plan</i>
1	Eligible costs for the preparation of the business plan or project proposal amounts up to 3% of eligible costs;
	<i>General costs of project implementation</i>
1	Costs for architects/engineers and obtaining different permits and licenses are eligible up to 7% of eligible costs.
	<i>Marketing and information costs at project level</i>
1	Design informative and advertising material
2	Print advertising and informative material

15.6 Annex 7 List of settlements (cadastral zones) in mountain areas (“type A”)

The list (grouped by municipalities (in brackets) in alphabetical order of settlements) contains names of settlements in cadastral zones with an average altitude of over 700m. As there are cadastral zones without settlement, but which have potential beneficiaries, they are shown in italic font (with the corresponding municipality in brackets)

Belle (Deçan)	Zgatar (Dragash)	Vërtomicë (Hani i Elezit)
Deçan (Deçan)	Zlipotok (Dragash)	Cercë (Istog)
Hulaj (Deçan)	Zym (Dragash)	Cërkolez (Istog)
Isnig (Deçan)	Burrnik (Ferizaj)	Istog i Poshtëm (Istog)
Lëbushë (Deçan)	Jezerc (Ferizaj)	Istog (Istog)
Lloqan (Deçan)	Manastiricë (Ferizaj)	Kaliqan (Istog)
Pobërzhë (Deçan) Strelle	Nerodime e Epërme	Lubozhdë (Istog)
i Epërm (Deçan) Voksh	(Ferizaj) Pleshinë	Mojstir (Istog)
(Deçan)	(Ferizaj)	Shushicë (Istog)
Baçkë (Dragash)	Gërçinë (Gjakovë)	Sinajë (Istog)
Bellobradë (Dragash)	Goden (Gjakovë)	Studenicë (Istog)
Blaç (Dragash) Brezne	Koshajë (Gjakovë)	Suhogërlle (Istog)
(Dragash) Brod	Qerret (Gjakovë)	Uçë (Istog)
(Dragash) Brodosanë	Bresalc (Gjilan)	Vrellë (Istog)
(Dragash) Brrut	Burincë (Gjilan)	Zhakovë (Istog)
(Dragash)	<i>Burinicë (Gjilan)</i>	Gjocaj (Junik)
Buçë (Dragash) Buzez	Çelik (Gjilan) Dunav	Jasiq (Junik)
(Dragash) Dikancë	(Gjilan) Gadish	Junik (Junik)
(Dragash) Dragash	(Gjilan) Goden	Biçec (Kaçanik)
(Dragash) Glloboqicë	(Gjilan) Kishnapolë	Drenogllavë (Kaçanik)
(Dragash) <i>Gllobošicë II</i>	(Gjilan) Lipovicë	Gjurgjedell (Kaçanik)
<i>(Dragash) Kapre</i>	(Gjilan) Muçibabë	Glloboçicë (Kaçanik)
(Dragash) Kërstec	(Gjilan) Ponesh	Ivajë (Kaçanik) Korbliq
(Dragash) Kosavë	(Gjilan) Shurdhan	(Kaçanik) Kotlinë
(Dragash) Krushevë	(Gjilan)	(Kaçanik) Kovaçec
(Dragash) Kuk	Sllakoc i Epërm (Gjilan)	(Kaçanik) Nikoc
(Dragash) Kukjan	Sllakoc i Poshtëm (Gjilan)	(Kaçanik) Runjevë
(Dragash) Kuklibeg	Sllubicë (Gjilan)	(Kaçanik) Semajë
(Dragash)	Stançiq (Gjilan)	(Kaçanik)
Leshtan (Dragash)	Vërbicë e Zhegocit	Sllatinë (Kaçanik)
Lubovishtë (Dragash)	(Gjilan)	Vatë (Kaçanik)
Mlikë (Dragash)	Zhegoc (Gjilan)	Bratillo (Kamenicë)
Orqushë (Dragash)	Arllat (Glllogoc)	Busovatë (Kamenicë)
Plavë (Dragash)	rushiticë e Epërme	Dazhnicë (Kamenicë)
Pllajnik (Dragash)	Gradicë (Drenas)	Desivojcë (Kamenicë)
<i>Pllavë I (Dragash)</i>	Kërzharekë (Drenas)	Feriqevë (Kamenicë)
Radesh (Dragash)	Negroc (Drenas)	Gjyrishec (Kamenicë)
Rapqë (Dragash)	Nekoc (Drenas)	Gmicë (Kamenicë)
Restelicë (Dragash)	Sankoc (Drenas)	Gragjenik (Kamenicë)
Rrenc (Dragash)	Vuçak (Drenas)	Karaçevë e Epërme
<i>Sainovac II (Dragash)</i>	Badoc (Graçanicë)	(Kamenicë) Kostadincë
Shajnë (Dragash)	Dromjak (Hani i Elezit)	(Kamenicë) Kranidell
Vranishtë (Dragash)	Kërvenik (Hani i Elezit)	(Kamenicë)
Xërxë (Dragash)	Neçavc (Hani i Elezit)	Kremenatë I (Kamenicë)
Zaplluzhë (Dragash)		Kremenatë II (Kamenicë)

(Drenas)

Krilevë (Kamenicë)	Ostraq (Leposavij)	Senik (Malishevë)
Lajçiqi (Kamenicë)	Pllakanicë (Leposavij)	Tërpezë e Poshtme (Malishevë)
Lisockë (Kamenicë)	Pllaninicë (Leposavij)	Tërpezë (Malishevë)
Marocë (Kamenicë)	Potomilë (Leposavij)	Bajgorë (Mitrovicë) Bare (Mitrovicë) Batahir (Mitrovicë) Broboniq (Mitrovicë) Dedi (Mitrovicë) Kaçandoll (Mitrovicë) Koprivë (Mitrovicë) Kovaçicë (Mitrovicë) Kutlloc (Mitrovicë) Lisicë (Mitrovicë) Maxherë (Mitrovicë) Mazhiq (Mitrovicë) Melenicë (Mitrovicë) Ovçar (Mitrovicë) Rahovë (Mitrovicë) Rashan (Mitrovicë) Rekë (Mitrovicë) Rrezhanë (Mitrovicë) Selac (Mitrovicë) Stantërg (Mitrovicë) Stranë (Mitrovicë) Tërstenë (Mitrovicë) Tunel i Parë (Mitrovicë) Vidishiq (Mitrovicë) Vidomiriq (Mitrovicë) Vllahi (Mitrovicë) Zabërxhë (Mitrovicë) Zijaqë (Mitrovicë) Bolec (Novobërdë) Bostan (Novobërdë) Bushincë (Novobërdë) Carevc (Novobërdë) Dragancë (Novobërdë) <i>Irzniq II (Novobërdë)</i> Izvor (Novobërdë) Jasenovik (Novobërdë) Kllobukar (Novobërdë) Kosaç (Novobërdë) Kufcë e Epërme
Meshinë (Kamenicë)	Qirkoviq (Leposavij)	
Poliçkë (Kamenicë)	Rikovë (Leposavij) Rodel (Leposavij) Rucmanc (Leposavij) Simiçishte (Leposavij) Soçanicë (Leposavij) Trebique (Leposavij) Vraqevë (Leposavij) Zabërxhë (Leposavij) Zavrata (Leposavij) Zemanicë (Leposavij) Zërnosek (Leposavij) Akllap (Lipjan) Baicë (Lipjan) Brus (Lipjan) Bukovicë (Lipjan) Çellopek (Lipjan) Divlakë (Lipjan) Gadime e Epërme (Lipjan) Hanroc (Lipjan) Janjevë (Lipjan) Kleçkë (Lipjan) Krojmir (Lipjan) Lipovicë (Lipjan) Mirenë (Lipjan) Okosnicë (Lipjan) Plitkoviq (Lipjan) Resinoc (Lipjan) Shalë (Lipjan) Shashkoc (Lipjan) Shisharkë (Lipjan) Sillovi (Lipjan) Teçe (Lipjan) Tërbufc (Lipjan) Vogoçicë (Lipjan) Vrellë (Lipjan) Berishë (Malishevë) Lladroc (Malishevë)	
Rahovicë (Kamenicë)		
Sedllar (Kamenicë)		
Shahiq (Kamenicë)		
Svircë (Kamenicë)		
Tërstenë (Kamenicë)		
Tugjec (Kamenicë)		
Vaganesh (Kamenicë)		
Velegllavë e Epërme (Kamenicë)		
Velegllavë e Poshtme (Kamenicë)		
Vriçec (Kamenicë)		
Zajçec (Kamenicë)		
Zhujë (Kamenicë)		
Barë (Leposavij)		
Bellobradë (Leposavij)		
Berberishtë (Leposavij)		
Bërzancë (Leposavij)		
Bisticë e Shalës (Leposavij)		
Borçan (Leposavij)		
Ceraje (Leposavij)		
Cernotave (Leposavij)		
Crven (Leposavij)		
Drenove (Leposavij)		
Duboke (Leposavij)		
Gerkaje (Leposavij)		
Gnezhdane (Leposavij)		
Graniçan (Leposavij)		
Gulë (Leposavij)		
Guvnishte (Leposavij)		
Iseve e Ulet (Leposavij)		
Jellakce (Leposavij)		
K1jevçiq (Leposavij)		
Koporiq (Leposavij)		
Kostin Potok (Leposavij)		
Krushçicë (Leposavij)		

Lloznë (Leposaviq)
Majdevë (Leposaviq)
Miokoviq (Leposaviq)
Moshnicë (Leposaviq)

Lladrovic (Malishevë)
Millanovic (Malishevë)
Ngucat (Malishevë)

(Novobërdë)
Llabjan (Novobërdë)
Makresh i Epërm
(Novobërdë)

Makresh i Ulët
 (Novobërdë) Manishincë
 (Novobërdë) Miganoc
 (Novobërdë) Mozgovë
 (Novobërdë) Novobërdë
 (Novobërdë) Parallovë
 (Novobërdë) Prekoc
 (Novobërdë) Strazhë
 (Novobërdë) Tërniqec
 (Novobërdë) Tirincë
 (Novobërdë) Zebincë
 (Novobërdë) Bellopaq
 (Pejë)
 Bellopojë
 (Pejë) Bogë
 (Pejë) Breg i
 Zi (Pejë)
 Drelaj (Pejë)
 Dugaivë (Pejë)
 Haxhaj (Pejë)
 Jabllanicë e Madhë
 (Pejë) Jabllanicë e vogël
 (Pejë) Koshutan (Pejë)
 Kuqishtë (Pejë)
 Lëvoshë (Pejë)
 Lipë (Pejë)
 Llaz-Bellopaq
 (Pejë) Lubeniç
 (Pejë) Malaj (Pejë)
 Novosellë (Pejë)
 Pejë (Pejë)
 Pepiq (Pejë)
 Rekë e Allagës (Pejë)
 Shkrel (Pejë)
 Shtupeq i Madh (Pejë)
 Shtupeq i Vogël
 (Pejë) Stankaj (Pejë)
 Ballocë (Podujevë)
 Barainë (Podujevë)
 Bërvenik (Podujevë)
 Bllatë (Podujevë)
 Bradash (Podujevë)
 Brainë (Podujevë)
 Brecë (Podujevë)
 Dobërdol (Podujevë)
 Dobratin (Podujevë)
 Dumnicë e Epërm
 (Podujevë)
 Dvorishtë (Podujevë)
 Dyz (Podujevë)
 Hërticë (Podujevë)
 Kalaticë (Podujevë)
 Kërpimeh (Podujevë)
 Kushevicë (Podujevë)
 Lladoc (Podujevë)
 Lupç i Epërm (Podujevë)
 Metehi (Podujevë)
 Metergoc (Podujevë)
 Muhazob (Podujevë)
 Murgull (Podujevë)
 Orllan (Podujevë)
 Pakashticë e Epërm
 (Podujevë)
 Pakashticë e Poshtme
 (Podujevë)
 Përpellac (Podujevë)
 Pollatë (Podujevë)
 Popovë (Podujevë)
 Potok (Podujevë)
 Rakinicë (Podujevë)
 Reçicë (Podujevë)
 Repë (Podujevë)
 Revuq (Podujevë)
 Shajkoc (Podujevë)
 Sllatinë (Podujevë)
 Surdull (Podujevë)
 Sylevicë (Podujevë)
 Turuçicë (Podujevë)
 Velikarekë (Podujevë)
 Zhiti (Podujevë)
Novosellë (Prishtinë)
 Ballaban (Prishtinë)
 Busi (Prishtinë)
 Dabishec (Prishtinë)
 Dragoc (Prishtinë)
 Gillogovicë (Prishtinë)
 Grashticë (Prishtinë)
 Hajkobilë (Prishtinë)
 Keçekollë (Prishtinë)
 Koliq (Prishtinë)
 Kolovicë (Prishtinë)
 Kukavicë (Prishtinë)
 Llukar (Prishtinë)
 Makoc (Prishtinë)
 Marec (Prishtinë)
 Mramor (Prishtinë)
 Nishec (Prishtinë)
 Prapashticë (Prishtinë)
 Radashec (Prishtinë)
 Rimanishtë (Prishtinë)
 Sharban (Prishtinë)
 Siqevë (Prishtinë)
 Slivovë (Prishtinë)
 Sofali (Prishtinë)
 Zllash (Prishtinë)
 Zllatar (Prishtinë)
 Dojnicë (Prizren)
 Drajçiq (Prizren)
 Gërçar (Prizren)
 Gornjasellë (Prizren)
 Gorozhup (Prizren)
 Jabllanicë (Prizren)
 Jeshkovë (Prizren)
 Kabash (Prizren)
 Karashëngjergj (Prizren)
 Kushnin (Prizren)
 Kushtendill (Prizren)
 Leskovec (Prizren)
 Lez (Prizren)
 Llokvicë (Prizren)
 Lubinjë e Epërme
 (Prizren)
 Lubinjë e Poshtme
 Lubiqevë (Prizren)
 Lubizhdë e Hasit
 (Prizren)
 Manastiricë (Prizren)
 Milaj (Prizren)
 Muradem (Prizren)
 Mushnikovë (Prizren)
 Nebregoshtë (Prizren)
 Novosellë (Prizren)
 Pllanejë (Prizren)
 Pllanjan (Prizren)
 Pouskë (Prizren)
 Reçan (Prizren)
 Skrobishtë (Prizren)
 Sredskë (Prizren)

Struzhë (Prizren)
 Vërbiqan (Prizren)
 Zhivinjan (Prizren)
 Zhur (Prizren)
 Zatriq (Rahovec)
 Bozhec (Ranillug)
 Rajnoc (Ranillug)
 Beroc (Shtërpcë)
Berofc II (Shtërpcë)
 Biti e Epërme (Shtërpcë)
 Biti e Poshtme
 (Shtërpcë) Brezovicë
 (Shtërpcë) Brod
 (Shtërpcë)
 Drekoc (Shtërpcë)
 Firajë (Shtërpcë)
 Gotovushë (Shtërpcë)
 Izhancë (Shtërpcë)
 Jazhincë (Shtërpcë)
 Kashtanevë (Shtërpcë)
 Sevcë (Shtërpcë)
 Shtërpcë (Shtërpcë)
 Sushicë (Shtërpcë)
 Vërbeshiticë (Shtërpcë)
 Viqë (Shtërpcë)
 Belincë (Shtime)
 Caralevë (Shtime)
 Devetak (Shtime)
 Dugë (Shtime)
 Karaqicë (Shtime)
 Llanishtë (Shtime)
 Mollopolc (Shtime)
 Petrovë (Shtime)
 Pjetershticë (Shtime)
 Rancë (Shtime)
 Reqak (Shtime)
 Topillë (Shtime)
 Zborc (Shtime)
Krajicë (Skendaraj)
 Bajë (Skendaraj)
 Billacë (Suharekë)
 Budakovë (Suharekë)
Bukosh II (Suharekë)
 Çadrak (Suharekë)
 Çubrel (Skendaraj)
 Delloc (Suharekë)

Greiçec (Suharekë)

Javor (Suharekë) Kotorr
 (Skendaraj) Kozhicë
 (Skendaraj) Krasaliq
 (Skendaraj) Krasmiroc
 (Skendaraj) Krushicë e
 Epërme (Suharekë)
Krushicë e Epërme
(Suharekë)
 Kuçicë (Skendaraj)
 Lluzhnicë (Suharekë)
 Lubavec (Skendaraj)
 Maqitevë (Suharekë)
 Mushtisht (Suharekë)
 Papaz (Suharekë)
 Popolan (Suharekë)
 Prelloc (Skendaraj)
 Radishevë (Skendaraj)
 Runik (Skendaraj)
 Syrganë (Skendaraj)
 Tërnavc (Skendaraj)
 Vërshec (Suharekë)
 Vitak (Skendaraj) Vraniq
 (Suharekë) Ballancë
 (Viti) Buzovik (Viti)
 Debelldeh (Viti) Goden i
 Madhë (Viti) Letnicë
 (Viti) Lubishtë (Viti)
 Mjak (Viti) Shashare
 (Viti)
 Stubëll e Epërme (Viti)
 Stubëll e Poshtme (Viti)
 Vërnakollë (Viti) Vërnez
 (Viti)
 Beçuk (Vushtrri) Boshlan
 (Vushtrri) Ceceli
 (Vushtrri) Duboc
 (Vushtrri) Dumnicë e
 Epërme (Vushtrri)
 Gracë (Vushtrri)
 Gumnishtë (Vushtrri)
 Karaçë (Vushtrri) Kollë
 (Vushtrri) Kunovik
 (Vushtrri)

Kurillovë (Vushtrri)
Pasomë (Vushtrri)
Shalë (Vushtrri)
Shlivovicë (Vushtrri)
Skoçan (Vushtrri)
Skromë (Vushtrri)
Sllakoc (Vushtrri)
Strofc (Vushtrri)
Vesekoc (Vushtrri)
Zagorë (Vushtrri)
Zhilivodë (Vushtrri)
Babiq (Zubin Potok)
Babudovicë (Zubin
Potok)
Banjë (Zubin Potok)
Bërnjak (Zubin Potok)
Bojnoviqe (Zubin
Potok) Breg i Madh
(Zubin Potok)
Bube (Zubin Potok)
Burllatë (Zubin
Potok) Çabër (Zubin
Potok) Çeçevë
(Zubin Potok)
Çeshanoviq (Zubin
Potok)
Çitlluk (Zubin Potok)
Crepulë (Zubin Potok)
Dobroshevinë (Zubin
Potok)
Dragalicë (Zubin Potok)
Drainoviq (Zubin Potok)
Dren (Zubin Potok)
Gazivodë (Zubin Potok)
Jabukë (Zubin Potok)
Jagnjenicë (Zubin Potok)
Jasenovik i Epërm
(Zubin Potok)
Jasenovik i Poshtëm
(Zubin Potok)
Junakë (Zubin
Potok)
Kalludër e Madhë (Zubin
Potok)
Kalludër e Vogël (Zubin
Potok)
Kërligatë (Zubin Potok)
Kijevc (Zubin Potok)

Kleçkë (Zubin Potok)

Kobillogllavë (Zubin Potok)
Kopilloviq (Zubin Potok)
Kovaçë (Zubin Potok)
Kozarevë (Zubin Potok)
Lluçkarekë (Zubin Potok)
Megjipotok (Zubin Potok)
Okllac (Zubin Potok)
Padinë (Zubin Potok)
Paruc (Zubin Potok)
Prelez (Zubin Potok)
Presekë (Zubin Potok)
Prevllak (Zubin Potok)
Pridvoricë (Zubin Potok)
Rançiq (Zubin Potok) Rezallë
(Zubin Potok) Rujishtë
(Zubin Potok) Shipovë
(Zubin Potok) Shtuoc
(Zubin Potok)
Stërnac i Epërm (Zubin Potok)
Tushiqë (Zubin Potok)
Uglar (Zubin Potok)
Varragë e Epërm (Zubin Potok)
Varragë e Poshtme (Zubin Potok)
Vërbë (Zubin Potok)
Vitakovë (Zubin Potok)
Vojmisliq (Zubin Potok)
Vukojeviq (Zubin Potok)
Zagragjë (Zubin Potok)
Zagul (Zubin Potok)
Zeqeviç (Zubin Potok)
Zharevë (Zubin Potok)
Zubin Potok (Zubin Potok)
Banovdoll (Zveçan)
Grizhan (Zveçan)
Izvor (Zveçan)
Kamenicë (Zveçan)
Kullë (Zveçan)
Lipovicë (Zveçan)
Llokvë (Zveçan)
Llovac (Zveçan)
Mekidoll (Zveçan)

15.7 *Annex 8 List of settlements (cadastral zones) in mountainous areas (“type B”)*

The list (grouped by municipalities (in brackets) in alphabetical order of settlements) contains Albanian names of settlements in cadastral zones with an average altitude of 600m, where at least 20% of the surface has a 10% slope.

Batushë (Gjakovë)	(Leposaviq) Kajkovë	Billushë (Prizren)
Ponoshec (Gjakovë)	(Leposaviq) Kalin	Korishë (Prizren)
Popoc (Gjakovë)	(Leposaviq)	Kabash (Viti)
Inatoc (Gjilan) Pidiq (Gjilan)	Kërnin i Epërm (Leposaviq)	Novosellë (Viti)
Pustenic (Hani i Elezit)	Krushevë (Leposaviq)	Bajnjskë (Zvean)
Bob (Kaçanik)	Kutnje (Leposaviq)	Boletin (Zvean)
Gajre (Kaçanik)	Leposaviq (Leposaviq)	Bresnicë (Zvean)
Kaçanik (Kaçanik)	Leshak (Leposaviq)	Joshevik (Zvean)
Llanishtë (Kaçanik)	Mekiniqe (Leposaviq)	Lipë (Zvean)
Hajnoc (Kamenicë)	Mihaliq (Leposaviq)	Rekë e Banjskës (Zvean)
Strezoc (Kamenicë)	Popoc (Leposaviq)	Rudar i Madh (Zvean)
Bisticë (Leposaviq)	Rëvatskë (Leposaviq)	Rudar i Vogël (Zvean)
Borovë (Leposaviq)	Seoc (Leposaviq)	Sërboc (Zvean)
Desetak (Leposaviq)	Sllatinë (Leposaviq)	Suhadoll i Banjës (Zvean)
Dren (Leposaviq)	Trikosë (Leposaviq)	
Jarinje (Leposaviq)	Tvergjan (Leposaviq)	
Jashanicë	Ulinje (Leposaviq)	
	Vitanoviq (Leposaviq)	
	Vuçë (Leposaviq)	

Republika e Kosovës Republika Kosovo
- Republic of Kosovo Qeveria - Vlada -
Government

Ministria e Bujqësisë, Pylltarisë dhe Zhvillimit Rural
Ministarstvo Poljoprivrede, Šumarstva i Ruralnog Razvoja
Ministry of Agriculture, Forestry and Rural
Development

REQUEST FOR PAYMENT - 2022

MEASURE 7 Sub-sector _____

I. Applicant Data	(Name and surname or legal entity)
	Region:
	Municipality:
	Residence:
	Address:
	Phone Number:
	E-mail:
	Webpage:
II. Project Title
III. Unique project registration number (URN)

For official use only (to be filled by a regional official):

Unique registration number (URN) of the request for payment:

.....

For official use only (to be filled by a regional official):

XI. Date / Signature	
Day — Month— Year /...../..... (Name, surname and signature) (Stamp for legal entities)

Note: The beneficiary fills in the blank spaces only

ATTACHED DOCUMENTS	
Please mark with “ ” and list the documents according to this schedule at the end of the request for payment	
<u>1. General documents</u>	
Copy of the valid identity card issued by the Republic of Kosovo and a Business registration copy, the document certifying who has the right to sign on behalf of the company	<input type="checkbox"/>
Authorization certified by a notary (in cases when the request is submitted by an authorizer person)	<input type="checkbox"/>
Copy of the valid identity card of an authorized person (in cases when the request is submitted by an authorized person)	<input type="checkbox"/>
4. Original invoices proving the incurred costs	<input type="checkbox"/>
5. List of employees and payment of contributions, All beneficiaries, who stated in their business plan that they will create new jobs and therefore have earned points during the evaluation, must create those jobs and prove them by paying the pension contribution and payroll tax starting at least from the last month before the last request for request. Beneficiaries are required to keep these positions filled with full-time employees for 3 years, as long as the monitoring period lasts;	<input type="checkbox"/>
Payment order (in cases of payment through a bank over 500€) / fiscal coupon (in cases of cash payment below 500 €) which is attached to the invoice and shows that the beneficiary made a payment	<input type="checkbox"/>
A bank account statement that includes a payment period indicating that the beneficiary has made the payments (in cases when payments are made by a bank transfer)	<input type="checkbox"/>
Only for construction projects	<input type="checkbox"/>
8. Construction permit issued by the competent municipal authority;	<input type="checkbox"/>
9. Environmental impact assessment, if provided by law	<input type="checkbox"/>
8. Prior to the final payment, beneficiaries of sub-measure 7.3 should register in the central register of FVA registered or approved objects (depending on the production capacity).	<input type="checkbox"/>

9. For sub-measure – Fish farming, the Licence for aquaculture activities/fish farming must be submitted together with the request for payment.	
---	--

- Documents related to procurement procedures (separate and complete documents for each procurement procedure)

Document no.	Tender Value		
	Up to EUR 10,000.01 <input type="checkbox"/>	EUR 10 000.01 – 60 000 <input type="checkbox"/>	Over EUR 60 000 <input type="checkbox"/>
Type of purchase	a. Goods <input type="checkbox"/> b. Construction <input type="checkbox"/> c. Services	a. Goods <input type="checkbox"/> b. Construction <input type="checkbox"/> c. Services	a. Goods <input type="checkbox"/> b. Construction <input type="checkbox"/> c. Services
1	Statement	-	Copy of tender notice published in the press/newspaper
2		At least three written complete invitations, signed by the receiver of invitation (bidder), from Annex 1	At least three written complete invitations, signed by the receiver of invitation (bidder), from Annex 1– not obligatory if this is the case/decided by the grantee
3		Copies of business registration certificates for each bidder (for at least 3 bidders)	Copies of business registration certificates for each bidder (for at least 3 bidders)
4		Copies of bidders' fiscal numbers (for at least 3 bidders)	Copies of bidders' fiscal numbers (for at least 3 bidders)
5		Received bids (at least 3)	Received bids (at least 3)
6			Decision on the establishment of the evaluation commission
7		Statement on the observed rules to avoid conflict of interest (from Annex 2)	Statement on the observed rules to avoid conflict of interest (from Annex 2)
8		Bidder Reliability Statement (from Annex 3)	Bidder Reliability Statement (from Annex 3)
9		-	Confidentiality and neutrality statement (Annex 4)
10		Bid award report	Bid award report
11		Contract signed with the bid winner	Contract signed with the bid winner

Costs table according to the request for payment

Unique Registration Number (NUR) of the Request for Payment:

№	Type of costs	Quantity		Unit price without VAT	Unit price with VAT	Total amount without VAT	Total Amount with VAT	Invo ice numb er	Invoi ce date	Appr oved supp ort /Eur o/
		Measure ment unit	Qua ntity	/Euro/	/Euro/	/Euro/	/Euro/			
1	2	3	4	5	6	7	8	9	10	11
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										
13										
14										
15										
Total amount:										

Note: The shaded areas in the table above must be filled by AAD officials only.

15.8 *Annex 9 Evaluation Report*

-The evaluation report shall be sent to the applicant

15.9 *Annex 10 Complaint Form*

Complaint

Name and surname _____ village
_____ Municipality _____

I hereby file a complaint against: _____ no. _____ dated. _____, as
applicant

Reasons of the complaint:

Attach the contested documents

Rural Development Projects: *Sector:*

- 7.1 Collection and processing of non-timber forest products including medicinal and aromatic plants
- 7.2 Development of rural tourism and agricultural tourism
- 7.3 Processing of agricultural products in households
- 7.4 Honey production
- 7.5 Non-agricultural activities in rural areas
 - a) Sheep wool processing
 - b) Humus production
- 7.6 Poultry farming
- 7.7 Fish farming

15.10 *Annex 11 List of addresses of regional agriculture offices*

Contacts and information points (places) related to the application

MAFRD /AAD – Address Str: Ukshin Hoti 10000 Prishtina (Complex “Ramiz Sadiku” Every working day from 10:00-12:00 – 13:00-15:00 Monday to Friday				
No.	Region	Address	Phone no.	e-mail

1	Prishtina	Industrial Zone - Fushë Kosovë, in front of Maxi-Market	038 601 169	
2	Mitrovica	“Mbretëresha Teutë” n.n.	028 522 501	
3	Peja	Agricultural Institute “Fidanishtja” Pejë	039 431-276	
4	Gjakova	“Marin Barleti” no. 2, III floor	0390 320-992	
5	Prizren	“Avni Rrustemi” 159	029 244-793	
6	Ferizaj	“Dëshmoret e Kombit” n.n.	0290 324 661	
7	Gjilan	Str. “Bulevardi i Pavarësisë” (Rr. e Ferizajt) (Soliter I floor)	0280 326 106	

15.11 *Annex 12 Logo-Promotion*

This table should be placed on a visible place, with size: 100 cm x 50 cm, made of strong plastic, written in colour resistant to different weather conditions.



15.12 *Annex 13 List of cultural heritage under temporary protection*

The list is available on the website of the Ministry of Culture, Youth and Sports www.mkrs-ks.org and on the website of the Agency for Agricultural Development www.azhb-ks.net.

15.13 Annex 14 Affidavit/Commitment Statement



Republika e Kosovës
Republika Kosova-Republic of Kosovo
Qeveria -Vlada - Government

*Ministria e Bujqësisë, Pylltarisë dhe Zhvillimit Rural - Ministarstvo Poljoprivrede, Šumarstva i
Ruralnog Razvoja - Ministry of Agriculture, Forestry and Rural Development
Agjencia për Zhvillimin e Bujqësisë/Agencije za Ruralni Razvoj/Agency for Agricultural Development*

AFFIDAVIT/COMMITMENT STATEMENT

I, _____ with personal number _____
Address: _____, with full criminal responsibility, hereby
declare under oath that by signing this statement and attaching the documents to the online
application, I ensure that all documents, information and data presented in the application for the 2022
Rural Development Programme are clear, reliable and accurate, and I shall bear legal and criminal
responsibility for any ambiguity, inaccuracy and falsification.

Date: ____ . ____ .2022

Signature of Declarant



Republika e Kosovës
Republika Kosova-Republic of Kosovo
Qeveria - Vlada - Government
Ministria e Bujqësisë, Pylltarisë dhe Zhvillimit Rural - Ministarstvo Poljoprivrede, Šumarstva i
Ruralnog Razvoja - Ministry of Agriculture, Forestry and Rural Development
*Agjencia për Zhvillimin e Bujqësisë/Agencije za Ruralni Razvoj/Agency for Agricultural
Development*

AFFIDAVIT
On the right to use the inherited land

I, _____ with personal number _____

Address: _____, with full moral and criminal responsibility,
hereby declare under oath that the person whose name is in the land possession certificate I am using
to apply for the 2020 Rural Development Projects at AAD-MAFRD is: __ (e.g.: great grandparents,
grandparents, parents, children, grandchildren, spouse, etc.). I am attaching as evidence the certificate
of: as a legal user of the land, and I hereby declare that the land I am applying with, and as a potential
inheritor thereof, is not used by other potential inheritors.

Signature of the declarant

Date ___/___/_____

This document has been developed by the Agency for Agricultural Development in cooperation with
the Managing Authority and is distributed free of charge.

**Measure 5: Preparation of the implementation of local
development strategy - LEADER approach**

The Applicant Guide

2022

1. Justification

LEADER is part of the EU rural development policy, which helps build capacity and experience in implementing EU rural development policies, it also helps candidate countries prepare for EU membership.

The LEADER approach aims at community development, contributing to the economic, social, cultural and environmental improvements of local areas, engaging a wide range of private and public multi-sectoral partners always taking into account community resources at the local level.

The main purpose of the LAGs is to contribute to the economic development of rural areas, by providing support to the rural community for the preparation and implementation of development strategies in close cooperation with the local community.

In the period 2007-2009, with the initiative of MAFRD, 30 Local Action Groups (LAGs) were established - which covered the entire rural area of the country in Kosovo. LAGs in Kosovo have been organized on the basis of municipalities so each municipality corresponds to a LAG. LAGs have been registered as Non-Governmental Organizations (NGOs) in accordance with Kosovo legislation. During the years (2010 -2013) LAGs have implemented various projects for the benefit of their communities with financial support from MAFRD, municipalities and other donor organizations. In order to facilitate the promotion, communication and dissemination of information between LAGs and other rural actors, the Rural Development Network (RDN) has been established. RDN functioning as a discussion platform.

During the second half of 2014, the activity "Technical assistance to potential LAGs" was realized in the form of a call for presentations of Local Development Strategies (LDS). 12 LAGs and RDNs have been presented who have prepared Rural Development Strategies.

The selection committee has made a thorough evaluation of the 12 submitted LDS. The evaluation is based on the eligibility and selection criteria, identified in advance.

12 LAGs and RDNs of LAGs have Rural Development Strategies approved, and these 12 have been approved LAGs.

During the period 2015-2020, the approved LAGs were supported by MAFRD with financial means to carry out their activities. But often with problem due to not understanding the LEADER approach.

2. Main definitions

Used expressionsprehjet e përdorura në këtë Udhëzim Administrativ kanë këto kuptime:

- 1.1. **"MAFRD"** – means the Ministry of Agriculture, Forestry and Rural Development;
- 1.2. **"Managing Authority"** – means public entity within MAFRD, responsible for the compilation and monitoring of RDP;
- 1.3. **"KBRA"**- means The Kosovo Business Registration Agency;
- 1.4. **"ADA"** – means the Agriculture Development Agency within MAFRD responsible for the implementation of RDP;
- 1.5. **"RDP 2022"** – means Rural Development Program for 2022;
- 1.6. **"Measure 5"** – means preparation and implementation of local development strategies – LEADER approach;
- 1.7. **"Call for application"** – means public notice for receiving application;
- 1.8. **"Applicant"** – means natural and legal person, who applies to benefit the project in RDP 2022;
- 1.9. **"Application"** – means the form completed for the application with all documentation as required by the ADA;
- 1.10. **"Project"** – means document that intends the investment planned for support from RDP for 2022, submitted by the applicant;
- 1.11. **"Selection"** – means selection of the projects according to the points listed;

- 1.12. **“Selection criteria”** – means criteria that the Managing Authority should specify in order to provide the priorities of financing of the best projects that address identified needs in the analyses SWOT and objectives as specified in RDP 2022;
- 1.13. **“Beneficiary”** – means natural and legal person, who is selected as beneficiary after the evaluation of application, signature of the contract and financing of the project by the MAFRD;
- 1.14. **“Level of public support”** – means contribution from the public budget for the implementation of project;
- 1.15. **“Contract”** – means a contract that is signed between the beneficiary and ADA for the implementation of the benefited project;
- 1.16. **“Fraud”** – means any act intentionally or carelessness according to the definition of the Law No. 04/L-090 on Amending and Supplementing of the Law No. 03/L-098 on Agriculture and Rural Development (Official Gazette of the Republic of Kosovo, No 28, 16 October 2012);
- 1.17. **“Eligible expenses”** – means expenses that are supported by financial means;
- 1.18. **“Period of implementation of the project”** – means period for implementation of the project as specified in administrative instruction and contract signed between the beneficiary and ADA;
- 1.19. **“Request for payment”** – means submission of request for payment for eligible expenses proved by valid invoices for the expenses of the realization of the project;
- 1.20. **“Ex-post control”** – means the time period from three (3) years after the execution of the last payment, during which the beneficiary must keep the purpose of investment and all conditions according to which is selected as beneficiary;
- 1.21. **“FIN”** – means Farm Identification Number;

3. General objective

Measure 5 Implementation of Local Development Strategies - The LEADER approach as its main objective is to support the capacity building of selected LAGs, LAG members and rural residents, in order to increase their skills in the field of democracy and local development.

4. Specific objectives

- Improving social capital and local government by creating a private-public partnership (LAGs of Local Action Groups), which create and implement local development strategies;
- Animating the territory and building the capacities of the local population and Local Action Groups;
- Contribution to rural economy, rural tourism, strengthening the cultural and social life of the community, improving public areas in rural areas, improving environmental standards in LAG areas as key topics for local development strategies;
- Networking with other LAGs, exchange of best practices, dissemination of IPARD programs and learning of new approaches to rural development at national level with both candidate countries and member states;
- Functionalization of LAGs selected according to the LEADER approach;
- Capacity building of selected LAGs and RDN

5. The structure of the LAG

LAGs usually consist of: their membership, decision-making bodies and professional staff. The extent and nature of this varies from LAG to LAG and is often regulated by the LAG budget scale.

6. Beneficiaries

The Local Action Groups will be selected and contracted by the Agency for Agricultural Development.

7. Local action groups must meet the following conditions

- The local action group must have a legal form (eg association);
- Must propose an integrated local development strategy based on the characteristics of LEADER as defined in point 9. from (a) to (d);
- Must demonstrate the ability to define and implement a Local Development Strategy (LDS) for the area;
- Ability to manage public funds: The governing body should ensure that LAGs choose an administrative, financial manager who will be able to manage public funds and ensure the satisfactory functioning of the partnership.

8. Legal form and registration

A LAG must be registered through a legal registration process at the beginning of its formation. A non-profit association (NGO) is a typical legal form for a LAG, which also provides free membership to anyone living in the territory.

9. Implement the LEADER Approach

The basic requirements that a LAAD for LEADER Approach must contain at least the following elements:

- a) Design and implement a strategy based on the interaction between actors and projects of different sectors of the local economy;
- b) Local development strategy based on a well-defined area;
- c) Public-Private Partnership of Local Action Groups;
- d) Bottom-up approach to decision-making for local action groups regarding the implementation of local development strategies;

a) Minimum content of the Local Development Strategy (LDS)

- The definition of the LAG Area / territory should be coherent / compact and provide sufficient mass / amount of human, financial and economic resources to support the implementation of the local development strategy.
- Analysis of development needs and potential of the area, including an analysis of strengths, weaknesses, opportunities and threats (SWOT) - LAGs should consider not only statistics, but also the views of local actors / parties.
- Description of the strategy and its objectives The LAGs define the vision and objectives in accordance with the priority topics RDP 2022-2028.
- Description of the process of community involvement in the preparation of the strategy, the structure of the partnership and the internal rules of decision-making.
- Action plan / activities of the LDS. All proposed actions / activities should be related to the selected topics with priorities. The action plan / activities will later be translated into detailed annual plans.
- Financial plan with an indicative / orientation budget for the duration of the LDS divided into: functioning or operating expenses of the LAG, animation / capacity building and for small projects.

b) LAG requirements areas to be covered / included by their LDS

- The LAG area should be coherent and provide sufficient critical mass in terms of human, financial and economic resources to support a sustainable development strategy;
- The population of each area should, as a rule, be not less than 10,000 inhabitants and not more

than 150,000 inhabitants, including settlements with a population of less than 25,000 inhabitants;

- The same location should not belong to more than one LAG, which means a partnership, a strategy and a territory;

c) Public-Private Partnership of Local Action Groups

- At the decision-making level, economic and social partners, as well as other representatives of civil society, such as farmers, rural women, youth and their associations, should constitute more than 50% of the partnership. Furthermore, a minimum of 20% will be representatives of local authorities. However, public authorities as defined in accordance with national rules shall represent less than 50% of the voting rights;

- 10% participation of women and / or young people to ensure age diversity and gender equality

- Members of the decision-making bodies of the LAG must be resident residents or operating in the area covered by the Local Development Strategy:

The LAG should propose an integrated Local Development Strategy that includes at least minimum elements and priority topics as specified in the Rural Development Program.

d) Bottom-up approach to decision-making for local action groups regarding the implementation of local development strategies

- Bottom-up approach is an element that makes LEADER approach even more useful.

- It aims to encourage a process of local participation in every aspect of development policy.

- Involvement of local players at all levels is required, either through consultation or by involving them in partnership. It is intended that the whole community be promoters of ideas and projects such as: economic and social interest groups, public and private representative institutions.

- Participation is encouraged at every stage: during the definition phase, during the implementation, during the evaluation and review of the program either directly or through those bodies that represent the collective interests.

10. Ability to administer public funds

The LAG should indicate in its strategy how it will be organized internally and that it has sufficient capacity to administer public funds as well as the role of the structure.

The structure of a LAG should consist of:

- Membership

- Governing Structures -

- General Assembly

- Board / executive

- Sub - committees

- LAG Manager and

- Other staff

11. Eligible activity

- Preparation of Local Development Strategies of the LAGs

12. List of eligible expenses

- Workshops and information events to promote the active participation of the rural population in the local development process;

- Expert services;

- Translation of documents and interpretation;
- Rent of facilities / hall and equipment;
- Food supply for participants;
- Purchase of materials;
- Travel expenses within the country;
- Interest promotion activities, such as trainings, participation in seminars, workshops and fairs, prepayment for publications and their purchase, other activities of interest arousal, etc.
- Publicity, publications, brochures, leaflets, etc.
- Preparation / processing and distribution of information materials necessary for the preparation, publicity of local development strategies;
- Expenditures for the publication of the Local Development Strategy.
- LAG's account maintenance costs, (documented with the LAG annual bank statement.)

- 13. The final beneficiary

- The final beneficiaries are all potential LAGs that pass the administrative control

14. Degree of public support

The intensity of support, expressed as part of public support in eligible expenditures is 100% for the preparation of the LAGs of the LAGs.

LAGs must make a request for an advance 80% and payment request after submission of LDS s 20%.

15. Budget for the preparation of the LDS - for the LAG

Measure 5	Implementing Local Development Strategies - The Leader Approach "	Budget	%
	Number of LAGs that apply *	20	
	Budget for a LAG	10,000.00	5
	Total of budget	200,000.00	100

Number of LAGs that apply *

Number of LAGs that apply for preparation of LDSs foreseen 20, if apply more the budget is divided for number of LAGs that have applied.

16. Administration of eligible expenditures

Potential LAGs who pass the administrative control, after signing the contract with ADA, receive 80% of all eligible costs as an advance.

Whereas, after the completion of the project, the beneficiary LAG must bring the necessary evidence for all expenses incurred during the implementation of the project such as: invoices, working day form of the manager and experts, the CV of the manager, CV- in the expert as well as the procedure of selection of experts, both for the funds received in advance, as well as for 20% of the funds which are paid after the completion of the project. In case of non-fulfillment of this condition, the beneficiary LAG is obliged to return the funds received.

Public assistance from MAFRD is provided in two installments: 80% in advance and 20% after the completion of the project.

At the same time, the potential LAGs beneficiaries of the financial means for the preparation of the LDSs must submit to the Managing Authority "Local Development Strategies" at least 3 (three) physical and electronic copies on CD.

17. Geographical extent of the mass

The LEADER approach should be implemented in rural areas as defined in the strategy / program.

18. Deadline for implementation

The deadline for the implementation of projects of this measure is 6 months from the moment of signing the contract with ADA. The Beneficiary / LAGs have an additional 15 days to prepare the documentation and submit the request for payment. ADA can extend the implementation period by a maximum of 30 days, if there are compelling reasons for this.

19. Application procedure

Call for application

Call for Application is made by the Agriculture Development Agency and the announcement will be published on the website of the MAFRD: <http://www.mbpzhr-ks.net/> and on the website of the Agriculture Development Agency <http://azhb.rks-gov.net>.

20. Submission of application and Deadline

The application is done through the online web module on the ADA website www.azhb-ks.net, in which is the link "online application" that sends to the online application module;

The project is registered in the web-module and the necessary documents for the application are uploaded;

The online application must have uploaded all the required documents within the deadline for PDF application;

The online application must include eligible activities and costs related to the project for which you are applying;

The applicant can apply only once within the 2022 Rural Development program;

A new project may not be awarded to the applicant if the previous project has not been completed in accordance with the contract signed with ADA;

The applicant ensures that all information and documents provided are clear and accurate;

The applicant receives an online notification via email about the submission of the application in which the date is included.

Note: After completing the online application process, the potential farmer/ LAG is obliged to keep the original application (file) for a period of 3 years in order to have it available when requested by the officials ADA.

21. Review of applications

After the completion of the online application process, the administrative review of applications begins;

- Application evaluation process;
- Public announcement of the preliminary results of the project evaluation;
- Notification of the farmer / LAGs with the result of the project evaluation;
- Complaint period / Right to appeal;
- First on-site inspection;
- Approval / Rejection of projects;
- Complaint period;
- Signing of the contract between the beneficiary and ADA;
- Time of making investments;
- The submission of the request for payment by the beneficiary is done in ADA;
- Administrative control of the request for payment package;
- Punitive measures in case of irregularities during the implementation of projects;
- Authorization and execution of payment;
- Control after the implementation of the project;
- Decision on return of funds;
- The right to appeal.

The administrative proceeding is completed within a period of 45 days, after the completion of the application process until the information letter / publication of the preliminary results on the support, in accordance with Article 98 of Law no. 05 / L-031 on General Administrative Procedure.

In cases of complexity of the administrative case, the deadline may be extended based on Article 99 of Law no. 05 / L-031 on General Administrative Procedure.

22. Selection procedure

- The selection of potential beneficiaries is done according to the criteria of administrative control of all selected LAGs and RDN that meet the conditions of eligibility and administrative control (required documents and project proposal according to the form published in the guide) to be beneficiaries potential.
- The Agricultural Development Agency publishes calls and selects the Local Action Groups based on the administrative eligibility control.
- The contract is signed between the Agricultural Development Agency and Potential LAGs;
- While the evaluation of LDS is done by the Evaluation Committee established by the Managing Authority.

23. Rejection of projects

- The applicant is rejected if:
 - Has incomplete documentation;
 - Fails to meet the eligibility criteria;
 - Expenditures can not be verified as eligible;
 - The project is not economically viable;
 - In case of fraud at any stage of the procedure;
- The applicant is notified of the project that has been rejected by the rejection decision issued by the Agricultural Development Agency;
- The decision for rejection contains the reasons for the rejection in detail;
- Ineligible applications - are declared ineligible only those who do not meet the eligibility criteria and the criteria of administrative control made by the officials of the Agricultural Development Agency in Prishtina.

24. Procedurat administrative

- Potential LAGs apply in RDP 2022 to the Agricultural Development Agency a draft proposal or business plan to cover the costs of preparing the LDS.
- Selected potential LAGs sign a contract with ADA (the contract defines the rights and obligations of a LAG) in accordance with established rules.
- ADA controls the LAGs in relation to the obligations arising from the contract (administrative control and on-site control).
- ADA executes payments to LAGs based on controlled and approved payment requests.

List of annexes

Annex 1 List of submitted documents

Annex 2 Application Form

Annex 3 Draft proposal for selected LAGs and RDNs of LAGs

Annex 4 Draft proposal for selected LAGs and RDNs of LAGs

Annex 6 Request for payment

Annex 7 Evaluation Report

Annex 8 List of Eligible Expenditures

Annex 9 Declaration under oath

Annex 10 Contacts and information places for application

Annex 11 Promotion

Annex 1 List of submitted documents

For potential LAGs

Attached documents / please mark // (and sort them according to the list provided at the end of this application	Obligatory
Application form (The application form is created by the system itself since the application is online)	<input type="checkbox"/>
The potential applicant / LAG must submit a project proposal) See Annex no.3	<input type="checkbox"/>
Evidence that the governing body of the selected LAG represents the interests of various public and private groups (list of members of the management body)	<input type="checkbox"/>
Over 50% of the members must be members representing the economic, social partners, civil society, associations, various associations that cover that territory. (list of members and where the institution, organization, private company, etc. come from)	<input type="checkbox"/>
Not less than 20% to be members coming from public institutions (list of members)	<input type="checkbox"/>
Respect for age diversity and gender equality at least 10% of members should be female and young. (list of members and to present their age, gender (date of birth)	<input type="checkbox"/>
Certificate of registration of the selected LAG in the Register of NGOs, in the Ministry of Public Administration	<input type="checkbox"/>
Copy of ID card of the representative authorized by the selected LAG	<input type="checkbox"/>
Certificate of Fiscal number of the selected LAG proof of fulfillment of membership obligations to RDN	<input type="checkbox"/>

Declaration under Oath that the information provided is accurate	<input type="checkbox"/>
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Annex 1 Application form

(The application form is created by the system itself since the application is online)

Annex 2 Draft proposal for potential LAGs

A. Model for project proposal for LAG and potential

NOTE: This document must be fully respected. This document is not to be completed but is a model of how to write a project proposal.

1. General information

Selected Local Action Group, address, registration and contact details of the operational office.

Short Description: The Role of the Local Action Group

Management board and governing body nominated by the responsible person. The management body of the potential LAG should be composed in such a way as to represent the interests of various public and private groups of the population in rural areas.

The number of members more than 50% must be partners representing civil society, economic partners, various associations operating in that territory.

The minimum must be 20% of members from public institutions (less than 50%).

Respect diversity and gender equality at least 10% must be female and 10% must be young to appear on the list of dates of birth.

Capacity of experts engaged on certain issues known for the LEADER approach, agriculture, economics, finance, market analysis, socio-economic analysis of the territory, project preparation, accountant, etc. According to the need of the selected LAG and approved by the Board of the selected LAG (selection procedures to be transparent) to submit at least 3 CVs of experts)

Implemented activities and plans so far.

Planned activities to be carried out during the project implementation period

Project description - please use the table below:

Table 1 – counting activities proposed

Activities	Quantity/number	Costs / total of estimated
Organizing meetings with stakeholders	xxxxxxeuro
Organizing seminars at local levels	xxxxxxeuro
Field visits	xxxxxxeuro
Expert 1	day/workeuro
Expert 2	day/workeuro

Transportation (tickets / fuel) based on the Car Travel Register); -expenses for (office supplies);	Details should be recorded in separate bookseuro
Various publications (brochures, leaflets)	euro
Other activities	euro

Description of proposed activities, example:

In case of engagement of experts:

- Optimal number per working day for all experts 30 days. (can not be exceeded)
- Maximum amount of daily fee for expert 100 euros / day. (payment per day must not be more than 100 euros / day)
- In the case of contracting an expert, the expert CV and confirmation of experience must be submitted at the time of request for payment to the Rural Development Agency (selection procedures to be transparent) to submit at least 3 expert CVs)

In the case of the activity proposal:

Organization of meetings with stakeholders: Approximate number of participants; the description of the meeting space (hall) should be made (eg minimum area m2); logistics to be provided (microphones and sound, video projectors and laptops, flip-charts, etc.), agenda of the day, for printed materials, etc. These should be presented as an assessment in this project proposal, while;

All meeting participants should be documented with the list of participants, as well as the meeting agenda, which will need to be submitted at the time of requesting payment of the remaining amount.

In the case of the activity proposal:

Organizing seminars at local levels: Approximate number of participants; the description of the meeting space (hall) should be made (eg minimum area m2); logistics to be provided (microphones and sound, video projectors and laptops, flip-charts, etc.), agenda of the day, for printed materials, etc. These should be submitted evaluation in this project proposal while All meeting participants must be documented with the list of participants, and the agenda, which will have to be submitted at the time of the request for payment of the remaining amount (20%).

In the case of the activity proposal: Field visit an assessment should be made of how many field visits could take place.

All site visits should be documented with a brief report of the site visit (purpose of the visit, who you met and the results of the meeting). All of these must be submitted at the time of requesting payment for the amount of the remaining amount (20%). List of participants
Transportation (tickets / fuel) based on the car travel register; (per km paid 25 cents)
Unforeseen expenses

For all of these an estimate of potential expenses should be made.

While at the end of the activity / project these expenses should be documented with invoices and the working days of the manager. All of these must be submitted at the time of the request for payment for the amount of the remaining amount (20%).

- To prepare an indicative schedule for the realization of the preparation of the LDS

For example, if the implementation deadline is 6 months, an indicative schedule of activities

should include activities such as workshops (number of workshops, number of meetings with different parties and an indicative schedule for the preparation of the first draft of the LDS / its discussion as and finalization.

Selection of expert / s for the preparation of the LDS, all necessary selection procedures. (eg competitions)

Activity	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6
Selection of the expert for the preparation of the LDS						
Organization of workshops						
Organizing meetings with special working groups / focus groups						
Preparation of the first draft of the LDS						
LSDcampaign information						
etc.						

List of expected results and expected indicators.

All activities should be documented with photos and lists of participants



Annex 6 Request for payment
Republika e Kosovës
Republika Kosova-Republic of Kosovo
Qeveria - Vlada - Government

Ministria e Bujqësisë, Pylltarisë dhe Zhvillimit Rural /Ministarstvo Poljoprivrede, Šumarstva i Ruralnog Razvoja/Ministry of Agriculture, Forestry and Rural Development
Agjencia për Zhvillimin e Bujqësisë/Agencije za Ruralni Razvoj/ The Agriculture Development Agency

REQUEST FOR PAYMENT 2022	
MEASURE 5- LGA,	
1. Name of LGA (Name of LAG)
2. Address of LAG's location (Municipality)
II. Project's title
III. Unique Number of Project Registration (UNPR)
<i>For official use only (this section is completed by the regional official)</i>	
Unique Number of Registration (UNR) of requests for payment:	
<i>For official use only (this section is completed by the regional official):</i>	
IV. Date:	_____ (dd/mm/yy)
V. Time:	_____ (hours and minutes, to be completed only in case the request for advance is complete)
VI. The request for payment is complete	<input type="checkbox"/> YES <input type="checkbox"/> NO

(Signature of the beneficiary)

(Signature of regional official)

Number of (NF) Farm Registration											
Number of Registration of LAGs											
For all beneficiaries:											
Bank	Name of the Bank:										
	Number of current account:										
	Code BIC:										
	Address:										
Natural and authorized person											
Name											
Surname											
Project's location	Region:										
	Municipality:										
	Place /street no:										
	Zip code:										

(Name, surname and signature of beneficiary) (Name, surname and signature of the official)

Attached documents /Please indicate with ✖/✓/ and list them according to this order at the end of the request for payment	
<u>1. General documents</u>	
	<input type="checkbox"/>
1. Copy of valid bank account on behalf of the LAG	<input type="checkbox"/>
2. Original Invoices proving incurred expenses worth over € 500) / fiscal coupon (in cases where the payment was made in cash under € 500) which is attached to the invoice and shows that the beneficiary has made the payment Payment order (in cases when the payment is made in the bank for values over 500 €).	<input type="checkbox"/>
3. Expert selection process CV of selected experts	
4. Payments to the expert performed by the responsible bodies of the LAG (board or Chairman of the LAG) a) For each month of working day signed by the Chairman of the LAG and the Manager of the LAG (annex 9) a form for completing working days for the expert)	
5. Description of the activities / investments performed a report prepared by the LAG manager on the activities performed as well as the schedule of activities.	
6. Bank account statement that includes the payment period showing that the beneficiary has made the payments (in cases when payments are made by bank transfer)	

XI. Declaration	
By signing this request for payment I declare that:	
<ol style="list-style-type: none"> 1) All data, and documents that I have submitted with this request for payment are true. 2) The investments included in the payment request are indeed made. 3) Expenses for which I request to be paid are reflected in the Cost Chart of this request 4) The LAG has not received any other public financial support for the same investments. 5) The LAG has no arrears debt in public institutions. 6) The LAG agrees that the Ministry of Agriculture, Forestry and Rural Development publish this information for my project - the name of the beneficiary, the location of the investment, the amount of support and the total amount of costs 7) All invoices are paid and prices are not inflated 8) I am aware that the submission of untrue data is punishable by the laws of the country 	
XII. Date / Signature	
Date — month — year/...../..... (Name, surname and signature) (Stamp for legal entity)

Note: The beneficiary only fills in the spaces in white

№	Type of expenses	Quantity		Price per unit without VAT /Euro/	Price per unit with VAT /Euro/	Total amount without VAT /Euro/	Total amount with VAT /Euro/	Number of invoice	Date of invoice	Authorized support /Euro/
		Measurement unit	Quantity							
1	2	3	4	5	6	7	8	9	10	11
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										
13										
14										
15										
Total amount:										

Note: the shaded areas in the table above should be filled in only by the officials of the Agriculture Development Agency

Annex 7 Approval Report

In case of contesting the results, you have 30 days from the day of receipt of the approval letter to the project to file a Complaint. The commission evaluates the complaints and within 30 days must respond only in specific cases the deadline can be longer.

Annex 8 List of Eligible Expenditures

Measure 5 "PREPARATION IMPLEMENTATION OF LOCAL DEVELOPMENT STRATEGIES - LEADER APPROACH"

- Services of experts with verified CV (experts of economic, rural and regional development, environment, marketing);
- Study costs for the area (eg socio-economic, regional, marketing studies, etc.).
- Costs of written and oral translation;
- Travel expenses within Kosovo, including accommodation and wages;
- Expenditures on activities promoting, animating the interest of the population from rural areas (eg trainings, participation in seminars, workshops and fairs, prepaid for publications and their purchase, other activities of interest arousal, etc.);
- Expenditures of workshops and information events to promote the animation of active participation of the rural population in the local development process;
- Expenses for renting facilities and equipment for various organizations, as well as hotel services (provision of food and beverages);
- Expenses for preparation and publication of promotional materials / publications (various leaflets, promotions, etc.).
- Transport expenditures;
- Unforeseen expenditures;
- Workshops and information events to promote the active participation of the rural population in the local development process;
- Expert services;
- Translation of documents and interpretation;
- Rent of facilities / hall and equipment;
- Food supply for participants;
- Purchase of materials;
- Travel expenses;
- Interest promotion activities, such as trainings, participation in seminars, workshops and fairs, prepayment for publications and their purchase, other activities of interest arousal, etc.
- Publicity, publications, brochures, leaflets, etc.
- Preparation / processing and distribution of information materials necessary for the preparation, publicity of local development strategies;
- Expenditures for the publication of the Local Development Strategy.
- LAG's account maintenance costs, (documented with the LAG annual bank statement.)

Annex 9 Declaration under Oath



Republika e Kosovës
Republika Kosova-Republic of Kosovo
Qeveria -Vlada - Government

*Ministria e Bujqësisë, Pylltarisë dhe Zhvillimit Rural - Ministarstvo Poljoprivrede, Šumarstva i
Ruralnog Razvoja - Ministry of Agriculture, Forestry and Rural Development
Agjencia për Zhvillimin e Bujqësisë/Agencije za Ruralni Razvoj/ The Agriculture Development Agency*

DECLARATION UNDER OATH

I _____ with personal number _____
Address: _____, with full penal and legal responsibility I declare
under oath that by signing and attaching the documents to the online application I ensure that all documents,
information and data presented in the application for the Rural Development Program for 2022 are clear,
reliable and accurate and that for any ambiguity, inaccuracy and falsification will bear legal and penal
responsibility.

Date ____ . ____ . 2022

Signature of the Declarant

Annex 3 Contact and information places for application

Contacts and information points (places) related to the application

ADA/MAFRD

Address: Street. "Ukshin Hoti" 10,000 Prishtinë (Complex Ramiz Sadiku) floor I IX from Monday to Friday at 10:00- 12:00 and 13:00 - 15:00 phone number 03820038-871 or 03820038-421

Annex 4 Promotion

All beneficiaries must follow the promotion rules set by the funding institution. All beneficiaries of grants from the Program for Agriculture and Rural Development, before requesting the final payment, at the place of investment, must place a table as presented in Annex no. 15. This table should be placed in a visible place, with size: 100 cm x 50 cm, made of strong plastic, written in color resistant to atmospheric influences.



This document has been prepared by the Agricultural Development Agency in cooperation with the Managing Authority and is distributed free of charge