

Competition Manual

(Hereinafter also referred to as the “Manual”)

for

Small Events and Activities Competition
as part of the

EUROPEAN MOBILITY WEEK

16-22 September

Malta 2021



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1 EUROPEAN MOBILITY WEEK (EMW)

1.1 Preamble

The EUROPEAN MOBILITY WEEK (EMW) seeks to promote clean mobility and sustainable urban transport. The Campaign is headed by the European Commission and is celebrated on the week starting 16th September and culminates on the 22nd September which is World Car Free Day. The Authority for Transport in Malta, established by Article five (5) of the Authority for Transport in Malta Act, Chapter four hundred and ninety-nine (499) of the Laws of Malta, shall be the Authority responsible for anything relating to the EMW in Malta, including but not limited to anything relating to this Manual. The Authority for Transport in Malta shall hereinafter also be referred to as the “Authority” or “Transport Malta”.

Furthermore, the EUROPEAN MOBILITY WEEK is also an excellent opportunity for local stakeholders to work together and discuss the different aspects of sustainable mobility and air quality, find innovative solutions to reduce car-use and transport emissions, and to test new technologies and planning measures.

While EUROPEAN MOBILITY WEEK is held between 16-22 September every year, other major EU initiatives also form an integral part of the European annual cycle, including EU Green Week, EU Sustainable Energy Week, European Research & Innovation Days, the European Year of Rail, the European Week of Sport and related HealthyLifestyle4All campaign and the European Week of Active and Healthy Ageing. (“2021 EMW Thematic Guidelines”).

1.2 The Campaign

The campaign gives localities the chance to explore the role of their respective streets and to look at, and possibly implement practical solutions to tackle issues related to urban challenges, such as traffic congestion, air pollution, lack of accessibility and lack of street liveability in urban village cores.

Local Councils are strongly encouraged to use this week (and the funds made available) to pilot innovative sustainable mobility measures and gather feedback from residents on the pilot measures.

Activities and measures to be implemented as part of the 2021 Campaign are to encourage sustainable mobility through healthy lifestyle actions and measures. The Campaign also intends to pilot new measures at locality level and increase awareness on sustainable

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The campaign also seeks to motivate all former and future participants to join the 20th Year of EUROPEANMOBILITYWEEK under this year's slogan 'Move Sustainably. Stay Healthy' / Gawdi Saħħtek bi Vjaġġar Sostenibbli. People are encouraged to keep fit physically and mentally, while exploring the beauty of their city, region, or country; and to show consideration for the environment and the health of others when choosing their transport mode ("*2021 EMW Thematic Guidelines*").

Nevertheless, these actions should not be limited to the EUROPEANMOBILITYWEEK between 16th and 22nd September. It is very important to note that the EU Commission has extended the campaign through the **MOBILITYACTION** label to further encourage the implementation of sustainable mobility promotional actions throughout the entire year.

1.3 Theme for EMW 2021

The campaign intends to tackle urban transport challenges at local level by experimenting with practical, innovative solutions. Each year, the European Commission selects a theme which helps to further emphasize the sustainable transport actions to be promoted in European towns and cities, during that specific year. As noted above this year's theme is:

'Safe and Healthy with Sustainable Mobility' / Saħħa u Sigurtà Permezz ta' Mobilità Sostenibbli

The choice of this year's theme pays tribute to the hardships felt by Europe - and the world - throughout the COVID-19 pandemic. It also reflects on the opportunities for change resulting from this unprecedented health crisis in Europe. Cities and urban administrations have established creative, resilient responses to the pandemic. This year, EUROPEANMOBILITYWEEK celebrates the resilience of cities and their achievements, while seeking to sustain this momentum. Trends that began last year, such as increased active mobility and the use of low- or zero-emission mobility, require further promotion ("*2021 EMW Thematic Guidelines*")

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2 Small Events and Activities Competition

2.1 Competition and Categories

Transport Malta (hereinafter also be referred to as the Authority) is once again launching its annual competition to organise Small Events and Activities in localities around Malta and Gozo.

The aim of this competition is to encourage Local Councils to organise small events and activities during the EUROPEAN MOBILITY WEEK. These may include (but are not limited to), Car Free days, information seminars, treasure hunts (to promote pedestrian activity and sustainable mobility) and competitions related to sustainability mobility.

This competition is open to all Local Councils in Malta and Gozo (hereinafter also referred to as “Local Councils”) who are encouraged to submit a proposal to organise events and activities to promote sustainable mobility. Moreover, Local Councils are encouraged to organise the proposed events and activities with the collaboration and in conjunction with Non-Governmental Organisations (NGOs). Local Councils that submit their proposal in terms of this Manual shall hereinafter also be referred to as the “Applicant.”

Successful Applicants will be awarded a cash grant (in the form of a reimbursement and up to a maximum of €2,500 as indicated below) to organise the proposed events and activities. Applicants may only apply for one of the following categories:

- Category A - Organisation of a Car Free Day only – (preferably organised on the 22nd September): €1,500
- Category B - Organisation of a Week of Activities only between the 16th and 22nd September: €2,000
- Category C - Organisation of Week of Activities AND a Car Free Day: €2,500

The proposed events and activities must address the 2021 theme ‘*Safe and Healthy with Sustainable Mobility*’ / *Saħħa u Sigurtà Permezz ta’ Mobilità Sostenibbli*.

Local Councils are also encouraged to carry out questionnaires with the residents to assess their opinion towards sustainable modes of transport and different sustainable mobility measures that the Local Council is planning or considering to implement, in order to enhance road safety and sustainable mobility.

All applications received will be evaluated by the EUROPEAN MOBILITY WEEK Adjudication

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Committee specifically set up for this purpose. The evaluation will be carried out against specific, identified pre-notified criteria upon which the activities should be based, and the evaluation be carried out (refer to Section: 3.5 Selection Criteria).

2.2 Promotional Material

It is important to note that all promotion in relation to this grant must follow the approved corporate visual guidelines and communication toolkits available as per the hereunder links;

Visual Guidelines:

https://mobilityweek.eu/fileadmin/user_upload/materials/communication_toolkit/2020/EMW_Visual_Guidelines.pdf

Communication Tool Kit:

<https://mobilityweek.eu/communication-toolkit/>

Evidence must be shown and submitted (through photographs, true copies of publicity material etc.) that the EUROPEAN MOBILITY WEEK and Transport Malta Logos have been featured on all publicity material used in relation to the activities to be organised as part of the awarded grant, on pain of nullity. Failure to do so shall result in loss of funding.

2.3 COVID-19 Health Protocols

Applicants shall officially declare and underline how they will follow all COVID-19 related measures in place at the time of event implementation. The Authority and, or the Adjudication Committee may disqualify Applicants that fail to do so. This declaration shall be presented in the form of signed letter by the Mayor and shall be attached to the application. Applicants shall prove that they used their best endeavors to have this declaration also endorsed by the respective Health Authorities.

Applicants shall also underline how the events will abide to the health regulations and protocols in place.

Depending on the health regulations and protocols in place, Local Councils may need to revise and update their plan closer to date and this so their proposal is implemented in terms of the applicable legislation.

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2.4 Clarifications

For any clarifications throughout the publication period of this Competition, applicants are invited to contact Transport Malta via email on: sustainablemobility.tm@transport.gov.mt

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3 Eligibility and Regulations

3.1 Eligibility Rules

This Competition is open to all Local Councils who are encouraged to submit a proposal to organise events and activities to promote sustainable mobility in their locality. Moreover, Local Councils are encouraged to organise the proposed events and activities with the collaboration or in conjunction with Non-Governmental Organisations (NGOs).

Participants are required to be compliant with the **'Terms and Conditions'** contained in this Manual and the annexes attached hereto to be eligible for the grant.

Furthermore, Applicants shall procure and submit any required permits and authorisations for the implementation of their proposal in accordance with the applicable legislation/s, including but not limited to permits issued by the Authority, the Local Enforcement System Agency (LESA) and the like.

The proposal must be designed in accordance with **one** of the following three categories:

Category A – Car Free Day

Grant available for Category A: €1,500

Participants are expected to organise a car free day (preferably on the 22nd September 2021) in which a number of streets and/or public spaces within the locality shall be closed for vehicular traffic except for emergency and public transport vehicles.

In this regard, a road closure permit as approved by the Land Enforcement Directorate within Transport Malta must be attached to the application form.

Car Free Days proposed on days other than the 22nd September, but which still fall within the EUROPEANMOBILITYWEEK (i.e. 16th to 22nd September) are eligible for the grant. However, further points shall be awarded to those applicants who propose a Car Free Day on the 22nd September as such coincides with World Car Free Day.

Category B – Week of Activities

Grant available for Category B: €2,000

Participants are expected to organise a series of activities to be held between the 16th and 22nd September 2021 in line with the EUROPEANMOBILITYWEEK theme and the subthemes

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indicated in this document. Activities may include information/awareness activities, data collection activities, public consultation, and demonstration activities as well as the testing of small pilot projects.

Should any of the activities require road closures, road closure permit as approved by the Land Enforcement Directorate within Transport Malta **must be attached** to the application form

Category C – Week of Activities and a Car Free Day

Grant available for Category C: €2,500

The participants are expected to organise a series of activities to be held between the 16th and 22nd September 2021 in line with the EUROPEAN MOBILITY WEEK theme and the subthemes indicated in this document **AND** a Car Free Day (preferably to be held on the **22nd September 2021**).

The **road closure permit** as approved by the Land Enforcement Directorate within Transport Malta for any activities which require road closures **must be attached** to the application form.

Important Note: In cases where a series of activities is being proposed including a car free day, but the car free day is being proposed on any other day except the 22nd September; then the proposal will be treated as a Category B activity and eligible for the €2,000 grant and not the €2,500.

Road Closure Permits and Traffic Deviations:

In case of road closures, the roads selected to host the activities need to leave ample and clear spaces for other modes of transport including cycling and other forms of mobility except conventional cars.

Closure of public roads and any proposed diversions of traffic must be approved by Transport Malta's Land Enforcement Directorate and the Police (where applicable).

Enforcement Officers may be required during Road Closures (officers are provided at a cost).

Local Councils planning (or being requested by the Voluntary Organisations) such road closures and proposed diversions are required to apply for the respective Road closure permits via email to: Mr. Domenic Vella on email: domenic.vella@transport.gov.mt (telephone: 2555 5067) with a notification and list of which roads will be closed and how the traffic will be diverted. In implementing road closures and traffic diversions, the Local Councils are responsible for observing the relevant regulations and ensuring public safety at all times.

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3.2 Recognition of proposed Activity by the European Commission as a EUROPEANMOBILITYWEEK event

The proposed activities must be recognised by the European Commission as a EUROPEANMOBILITYWEEK event.

For this to take place, the following must be adhered to:

The participant must be:

- i) A Local Council or an NGO participating under the patronage of a local council;
- ii) The proposal must meet one of the categories as listed in A, B or C above;
- iii) The event must be registered on the <http://www.mobilityweek.eu/>
- iv) ALL registrations of events on the Mobility Week Website are to take place not later than the 15th September 2021.

3.3 Important Note to all Non-Government Organisations (NGOs):

In order for the activities proposed by NGOs to be considered eligible for this grant, the participating NGO must submit the proposal in conjunction with a Local Council who will be considered as the 'patron' of the event. In this regard, the Patron Council will have to:

- 1) Agree to act as patron;
- 2) The mayor of the patron local council must sign the application form; and
- 3) Register the event on <http://www.mobilityweek.eu/> on behalf of the NGO once the event is approved for sponsorship by the Evaluation Committee.

3.4 Theme and Sub-themes EMW 2021

The activities proposed must conform with this year's EUROPEANMOBILITYWEEK theme '*Safe and Healthy with Sustainable Mobility*', as well as the sub-themes listed hereunder. Proposals which do not follow the themes below shall be considered ineligible for the grant.

Theme 1: 'Safe and Healthy with Sustainable Mobility'

The theme for 2021 is '*Safe and Healthy with Sustainable Mobility*' and is therefore encouraging people to keep fit physically and mentally, while exploring the beauty of their city,

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and to show consideration for the environment and the health of others when choosing their transport mode (“2021 EMW Thematic Guidelines”).

Consequently, cities and villages are being encouraged to promote clean and accessible transport, promote walking and cycling over private vehicle use and organise seminars on healthy and safe ways of travelling. These actions can improve people’s health reduce traffic congestion in village cores while also contributing to a higher quality of life for residents. Such could be promoted by:

- i. Launching awareness campaigns to promote active and sustainable mobility, whilst highlight different transport modes and the disadvantages of vehicular transport in relation to air pollution and emissions;
- ii. Test temporary pedestrian areas in the locality (for example vehicular access is restricted in the village core/ commercial area) with the intention to implement this permanently in the future should this is successful;
- iii. Testing of or implementation of small infrastructure which would assist walking/cycling or increase accessibility at local level such as zebra crossings in particularly unsafe locations/ installation of ramps/ embellishment of a particular section of the locality/;
- iv. Surveys with residents/businesses to assess possible acceptance of planned projects or measures that are currently being piloted;
- v. Setting up of cycling lessons to be organised by the Council as well as Information deployment such as signs showing estimated km/time required to walk/cycle to a particular location (such as to the church/ grocer/ school/ market etc.) from key places
- vi. Information seminars.
- vii. Promotional campaign on road and transport Safety (pedestrian and cyclists) and Healthy Lifestyle leading to a better physical and mental health.
- viii. Any measures in line with this year’s EUROPEAN MOBILITY WEEK thematic guidelines found under the resources section of the mobility week webpage (<https://mobilityweek.eu/campaign-resources-for-2021/>)

Theme 2: Environmental and Energy:

This sub-theme may include projects and/or with the following aims and objectives:

- i. Contribution to the improvement of local air quality levels in the locality;
- ii. Contribution towards Malta’s National Climate Change and energy efficiency targets;
- iii. Noise pollution abatement measures;
- iv. Use of clean transport modes.

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Theme 3: Sustainable Urban Planning:

This sub-theme may include projects/activities with the following aims and objectives:

- i. Better use of public spaces;
- ii. Better and safer use of road space

Projects under this theme may include piloting of pedestrianisation projects, setting up of temporary street gardens, and temporary relocation of parking spaces outside the urban centre for the duration of mobility week.

Theme 4: Sustainable Transport:

This sub-theme may include projects and/or activities with the following aims and objectives:

- i. Promotion of the road space as a shared space;
- ii. Measures and activities promoting modal shift;
- iii. Use and promotion of non-vehicular modes;
- iv. Piloting/promoting sustainable carriage of goods within the urban centre;
- v. improved road safety for cyclists/ pedestrians/school children;
- vi. Piloting of temporary local cycling lanes and routes.

The proposed activities which shall be eligible for funding need to address one, or a number of, the themes indicated above. Activities that do not address any of these themes will be disqualified.

Activities of a research nature – such as data collection/ public consultation activities where the Local Council/NGO needs to learn more about a particular matter with the possibility of seeking further funds in the future are eligible for this grant.

Simultaneous activities running in parallel to the proposed activities may be of a cultural, artistic or commercial nature, as well as recreational activities for the families within the areas reclaimed from traffic. It is important to note, however, that the funding for the organisation of these parallel activities shall not be eligible under this grant.

Participants are to keep in mind that the main focus of the events and activities must be to promote this year's EUROPEAN MOBILITY WEEK theme: '*Safe and Healthy with Sustainable Mobility*'.

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3.5 Selection Criteria

The proposals shall be evaluated by the EUROPEAN MOBILITY WEEK Adjudication Committee against the following criteria:

					Max Score
Category A: Car Free Day					
Is a Car Free Day being proposed (on a day other than the 22 nd September 2021)?	5				10
Is a Car Free Day being proposed on the 22 nd September 2021?	10				
What impact will the space selected for closure have?	<i>Minimal</i>	<i>Medium</i>	<i>Strong</i>		10
	3	5	10		
What are the times selected for closure?	<i>6 Hours</i>	<i>10 Hours</i>	<i>12 Hours or more</i>		10
	3	5	10		
Are any activities planned in parallel to the road closure? If so, are they in line with the themes being promoted?	<i>Safe and Healthy with Sustainable Mobility</i>	Environment and Energy	Urban Planning	Sustainable Transport	20
	14	2	2	2	

Category B: Week of Activities		
Activities organised on one day only	1	10
Activities organised on two days only	2	
Activities organised on three days only	5	
Activities organised on four days only	6	
Activities organised on five days only	7	
Activities organised on six days only	8	

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Activities organised on seven days	10			
Are the activities in line with this year EMW 2021 Theme and sub-themes selected?				
<i>'Safe and Healthy with Sustainable Mobility'</i>	14			20
<i>Environmental and Energy</i>	2			
<i>Sustainable Urban Planning</i>	2			
<i>Sustainable Transport</i>	2			
Are the ideas proposed innovative (not done in previous years by other entities)?				
	5			5
Has an effective marketing plan been proposed?				
	5			5
What is the impact of the activities proposed compared to the aim they are trying to achieve?	<i>Negligible</i>	<i>Medium</i>	<i>Strong</i>	
	2	5	10	10
Total Possible score				100
Category C Week of Activities and Car Free Day: <i>The Points for this Category shall be allocated as per the total of the Category A and Category B</i>				

3.6 Submission Process

Local Councils and Non-Governmental Organisations (NGOs) are invited to submit a brief description of the proposed activities using the Application form attached to this Call for Proposals.

Applicants are to submit **signed** proposals including all respective attachments needed in digital format (PDF document) via email on: sustainablemobility.tm@transport.gov.mt

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Applications should be submitted by the 6th August 2021. Proposals received after this deadline will not be considered eligible.

Following acceptance of the proposals the entities selected must register their events on <http://www.mobilityweek.eu/> under the section “Participants” by no later than the 15th September 2021. Only after the event has been registered and accepted by the EU Commission can the EUROPEAN MOBILITY WEEK corporate logo be used in the promotion of the event and therefore qualify as a EUROPEAN MOBILITY WEEK.

3.7 Grant Agreement and Payment

Transport Malta shall notify the successful participants via an official correspondence in the form of a letter or an email.

Grant Agreement (hereinafter also referred to as the “Agreement”): Prior to organizing the proposed activities, the agreement attached to this Competition Manual and marked as Annex 1 shall be signed by Transport Malta and the winning Local Council/s to ensure that the winning Local Council/s are committed to organise the proposed events and activities on the stipulated dates as indicated in the proposal, and this strictly in accordance with the terms and conditions listed down in this manual and in the Grant Agreement.

Should this Agreement not be signed, the grant shall be revoked. Applicants shall not be entitled to this grant unless such Grant Agreement is signed. A sample of the Agreement is being attached as Annex 1. The terms of Annex 1 may only be varied by the Authority or the Adjudication Committee. By submitting its application, the Applicant is irrevocably and unconditionally binding itself to honour all the obligations incumbent on the Applicant in terms of the same.

The Grant shall be reimbursed by Transport Malta upon receipt of a Request for Payment (sent by email and/or registered mail to Transport Malta) and supported by the hereunder documentation:

- Proof that the activity has been registered on the European Mobility Week website by the respective Local Councils (or Patron Council in case of NGO grants);
- A detailed budget breakdown of expenditures made and supporting proof of payment (invoices and receipts)
- A written report of the events including information on activities held, public participation, marketing held by the organisers etc.;

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- Evidence that Transport Malta logos and the EUROPEAN MOBILITY WEEK official promotion and official logos were used, as indicated by Transport Malta, on all publicity material related to the event;
- Any data gathered during the activity;
- Photographs of the event/s.

Payment requests and any other supporting documents and publicity materials shall be sent via email and/or registered mail to Transport Malta by not later than the 31st October 2021. Failure to do so may result in the ineligibility of the reimbursement.

It is to be noted that only costs associated with the respective proposal and spent on the event/s will be reimbursed and only up to a maximum of the grant indicated per category above. **Budget overruns will have to be covered by the applicant. In cases where the invoices sent amount to less than the indicated grant per category, the remaining (unused) grant will not be reimbursed.**

3.8 Deduction of Funds

Deduction of funds due up to 10% of the total funding, and/or any of the remedies listed in this manual including its Annexes, may be applied in case of the following nonconformities, as the Authority in its sole discretion shall deem fit:

1. Failure to register the activity on the EUROPEAN MOBILITY WEEK website by the respective Local Councils (or Patron Council in case of NGO grants) within the stipulated timeframe.
2. Lack of Evidence that Transport Malta logos and the EUROPEAN MOBILITY WEEK official promotion and official logos were used, as indicated by Transport Malta, on all publicity material related to the event;
3. Lack of Photographic Evidence showing the events organized;
4. Failure to submit any data gathered during the activity within the given time- frames;
5. If the stipulated deadlines are not respected; and
6. Non- observance of the obligations as stipulated in the Contractual Agreement, this Manual, any of the annexes attached hereto.

The application of any of the remedies that may be availed of by the Authority as provided for in this Manual shall be without prejudice to the exercise of any other right or remedy enjoyed by the Authority in terms of law or of this Manual including its annexes.

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4 Application Form Guidelines

Applicants are to submit **signed** proposals including all respective attachments needed in digital format (PDF document) via email on: sustainablemobility.tm@transport.gov.mt

Applications should be submitted by the 6th August 2021. Proposals received after this deadline will not be considered eligible.

Section 1

All applicants are asked to fill in this section.

Applicants are asked to list the person within the Local Council or Non-Governmental Organisation (NGO) who is going to be considered as the main contact point throughout the application process. The direct telephone/mobile line and email address of the contact person should also be provided. The generic telephone/mobile lines as well as email addresses will not be accepted.

In case of a Non-Governmental Organisation (NGO), Applicants are asked to name the Patron Local Council who will register the event on the EUROPEAN MOBILITY WEEK website on behalf of the Applicant.

Section 2

All applicants are asked to fill in this section.

In this section Applicants are asked to indicate the events and activities that they plan to organise.

Category A - Car Free Day

Participants are expected to organise a car free day (preferably on the 22nd September 2021) in which a number of streets and/or public spaces within the locality shall be closed for vehicular traffic except for emergency and public transport vehicles.

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In this regard, a road closure permit as approved by the Land Enforcement Directorate within Transport Malta must be attached to the application form.

Car Free Days proposed on days other than the 22nd September, but which still fall within the EUROPEANMOBILITYWEEK (i.e. 16th to 22nd September) are eligible for the grant. However, further points shall be awarded to those applicants who propose a Car Free Day on the 22nd September as such coincides with World Car Free Day.

Category B - Week of Activities

Participants are expected to organise a series of activities to be held between the 16th and 22nd September 2021 in line with the EUROPEANMOBILITYWEEK theme and the subthemes indicated in this document. Activities may include information/awareness activities, data collection activities, public consultation and demonstration activities as well as the testing of small pilot projects.

Should any of the activities require road closures, road closure permit as approved by the Land Enforcement Directorate within Transport Malta **must be attached** to the application form

Category C - Week of Activities AND Car Free Day.

Participants are expected to organise a series of activities to be held between the 16th and 22nd September 2021 in line with the EUROPEANMOBILITYWEEK theme and the subthemes indicated in this document **AND** a Car Free Day (preferably to be held on the **22nd September 2021**).

The **road closure permit** as approved by the Land Enforcement Directorate within Transport Malta for any activities which require road closures **must be attached** to the application form

Important Note: In cases where a series of activities is being proposed including a car free day, but the car free day is being proposed on any other day except the 22nd September; than the proposal will be treated as a Category B activity and eligible for the €2,000 grant and not the €2,500.

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Section 3

All applicants are asked to fill in this section.

In this section Applicants are to provide a programme of activities that are being proposed as well as a **DETAILED** description of each proposed activity. Applicants are also requested to include the planned dates to hold these events and activities.

Section 4

All applicants are asked to fill in this section.

In this section Applicants are requested to provide a description how the proposed events and activities contribute to this year's EUROPEANMOBILITYWEEK theme.

Section 5

All applicants are asked to fill in this section.

In this section Applicants are requested to provide a description how the proposed events and activities contribute to the indicated sub themes.

Section 6

All applicants are asked to fill in this section.

In this section Applicants are requested to provide a description of the measures that will be taken to ensure public safety during the events, and indicate in a detailed manner how all COVID-19 related measures in place at the time of event implementation will be followed.

Section 7

All applicants are asked to fill in this section.

In this section Applicants are requested to provide a description of the measures that will be taken to publicise the events and activities that will be organised.

Section 8

All applicants are asked to fill in this section.

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In this section applicants are requested to provide a detailed budget breakdown of the proposed activities which should include item description, units to be purchased and cost.

It is to be noted that the eligibility of the proposed costs shall be considered on a case by case basis and subject to the relevance of the cost of the activities being proposed (which in turn is being evaluated based on the relevance to the theme/s and objectives that Applicants are trying to achieve).

N.B.: All Applicants are requested to fill in the Commitment Forms as part of the Application Form.

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5 Binding Terms and Defaults

5.1 Binding Terms

- i. In submitting an application, the Local Council and, the NGO accepts in full and in its entirety, the contents of the Grant Agreement, this Manual and their annexes, including subsequent clarifications issued by the Authority and, or the Adjudication Committee, whatever its own corresponding conditions may be, which they hereby waive. The Local Council, is expected to examine carefully and comply with all instructions, forms, contract provisions and specifications contained in this Manual.
- ii. No account may be taken of any reservation in the Application; any disagreement, contradiction, alteration or deviation from anything contained in this Manual or its annexes may lead to the Application not being considered any further.
- iii. By submitting their application, Applicants are accepting that this procedure is regulated by Maltese Law, and are deemed to know all relevant laws, acts and regulations of Malta that may in any way affect or govern the operations and activities covered by the Application and the resulting contract.
- iv. All costs incurred in preparing and submitting the Application shall be borne by the Applicant and these costs shall not be reimbursable, unless awarded any of the grants. The Authority and the Adjudication Committee will not accept responsibility nor pay for any expense or loss which may be incurred by any Applicant in the preparation of an application, save for the allocation of any of the grants listed in this Manual in terms thereof.
- v. The Adjudication Committee retains the ownership of all applications received in terms of this Manual. No document that is submitted in connection with this Manual will be returned to the applicants.
- vi. This Manual is not a legal offer for any commission but only a request for applications. Nothing in this Manual creates a legal obligation on the part of the Authority.
- vii. The Authority may amend and or modify and or defer or discontinue any of the terms found herein at its discretion. Applicants that have submitted their application will be notified in writing of the Authority or the Adjudication Committee's actions in this regard.
- viii. Applicants bear sole liability for examining with appropriate care the Manual, its annexes and related documentation. In the event that the Applicant is successful, no claim for alteration of the Applications will be entertained on the grounds of errors or omissions in the obligations of the Applicant described above.

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5.2 Defaults

If it results that an Applicant has not adhered in any way to the conditions of this Manual or any of the annexes hereto, and/or has in any way breached any legislation, then the application may be dismissed and if any grant was granted, such grant shall be recoverable by the Authority and, or the Adjudication Committee, as the case may be. The Authority also shall have the right to, in its sole discretion, terminate any contract relating hereto.

Furthermore, should any Applicant or Local Council and, or NGO fail to respect any of the time-frames given by the Authority and, or the Adjudication Committee, the Authority shall consider such failure as a breach and may proceed to contract with the subsequent preferred Applicant and the Applicant so in breach shall be liable up to the amount given to it as a grant by the Authority and, or the Adjudication Committee, as the case may be.

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6 Annexes

Annex 1 – Specimen Grant Agreement

7 References

2021 EMW Thematic Guidelines (<https://mobilityweek.eu/campaign-resources-for-2021/>)

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