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Application

R&D projects,

part financial information

for non-profit (NPO) or public-law organisations (PO)

Version valid from January 2020

# Activities and results

## Mission and activities

Briefly describe the mission / purpose of the organisation. Please also describe the current activities and expressly specify the nature and scope of the economic activities.

## Financial statements

It is not necessary to add Belgian financial statements, as we can consult these by logging onto the KBO (the central cross-reference database of businesses registered in Belgium). However, please provide the **latest financial statements** (definitive figures), if these have not yet been officially filed. You can add this as a separate attachment on the “Financial information” page under “Other attachments with financial information”.

Most SMEs file **abridged financial statements** which lack a number of data that are essential to conduct a comprehensive financial analysis. As such, we would ask you to please provide a number of balances in the table below for the last 3 financial statements deposited. Your accounts department has these figures.

|  |  |  |  |
| --- | --- | --- | --- |
| **Financial statements** | | | |
| **Year:** | **20 . .** | **20 . .** | **20 . .** |
| **70/76A operating income** |  |  |  |
| 70 turnover |  |  |  |
| 71 changes in inventories of finished goods and work in progress |  |  |  |
| 72 produced fixed assets |  |  |  |
| 73 membership fees, donations & bequests |  |  |  |
| 74 other operating income |  |  |  |
| 76A non-recurrent operating income |  |  |  |
| 60 goods for resale, raw materials and supplies |  |  |  |
| 61 services and miscellaneous goods |  |  |  |
| 9900 gross margin (\*) |  |  |  |

(\*) 9900 = 70 + 71 + 72 + 73 + 74 +76A - 60 - 61

If your organisation is **not under obligation** to **officially file its financial statements**, pleaseadd the **in-house balance sheet and profit & loss account** for the last 3 years in a separate attachment on the “Financial information” page under “Financial statements: additional information or internal balance sheet and income statement”.

## Interim/provisional financial statements

Please provide **interim or provisional financial statements** if these are available at the time of entering the application. You can add these as a separate attachment on the “Financial information” page under “Financial statements : interim / provisional financial statement”.

## Non-profit organisation in a group context

If your organisation is part of an (international) group and in case of consolidation – whether formally or informally – please provide the latest consolidated financial statements (highest consolidation level) in a separate attachment. Internally (informally) consolidated financial statements must be declared ‘true and authentic’ by an external accountant.

This information is required to determine the SME status and to establish whether or not the group to which you belong is qualified as an ‘undertaking in difficulty’.

# Group structure

In case your organisation is part of a group, below please specify the **group structure**. It is important that you specify the **turnover**, the **balance sheet total** andthe **average workforce (in FTEs)** for the **latest 2 financial statements officially filed** (or alternatively the latest 2 in-house financial statements) **for each organisation that holds 25% or more of the voting rights**. If the **government** has a shareholding interest in your organisation (irrespective of the %), please state the name of the authority/authorities in question and their %.

Please detail the current constitution of the **Board of Directors** (name + affiliation) of your organisation and specify for each member whether or not he/she has voting rights. Specify deviant voting rights, if occurring.

Please detail the current constitution of the **General Meeting** (name + affiliation) of your organisation and specify for each member if he/she has voting rights. Specify deviant voting rights, if occurring.

Please provide the latest version of the **articles of association** of your organisation. You can add this as a separate attachment on the “Financial information” page under “Other attachments with financial information”.

