

Guidelines

on Grant Program "Support of the Organic Sector in Ukraine"

for the 3d phase (May-June 2023)

SECTION 1. DESCRIPTION OF THE GRANT PROGRAM

1.1. PURPOSE

The Grant Program was initiated by the [Organic Initiative](#), which includes the key players of the organic sector of Ukraine. **The Organic Initiative** joined forces and resources of like-minded people and started its activities in April 2020; it aims to promote the development of the organic market and increase trade with Ukrainian organic products on the domestic and foreign markets.

The purpose of the Grant Program is to support the organic producers, preserve and strengthen the capacity of the organic sector of Ukraine in the mid- and long-term.

The 3rd phase of the Grant Program “Support of the Organic Sector in Ukraine”, which will be implemented with the support of Switzerland within the framework of the Swiss-Ukrainian Program “[Higher Value Added Trade from the Organic and Dairy Sector in Ukraine](#)” (QFTP) implemented by the Research Institute of Organic Agriculture (FiBL, Switzerland) in partnership with SAFOSO AG (Switzerland), www.qftp.org.

The goal of the 3rd phase of the grant program

Based on a [survey](#) conducted by the Organic Initiative among Ukrainian organic businesses in early 2023, QFTP will support organic operators in Ukraine to maintain their organic production, processing and/or trade activities.

1.2. GENERAL INFORMATION

The Program “Support of the Organic Sector in Ukraine”, initiated by the Organic Initiative, was announced in **April 2022 and operates on phases, based on the availability of funds** (pending a decision to suspend it), with intermediate deadlines for the grant committee to consider applications.

All the official information about the Grant Program “Support of the Organic Sector in Ukraine”, enquiry forms, public information and reports are published on the website <https://www.dossier.org.ua/en/projects/organic-sector-support/> and <https://organicinitiative.org.ua/special-project/organic-sector-support>.

The Grant Program is administered by the International Charitable Organization “Information Centre “Green Dossier” and Lviv City Public Organization “Ecoterra” in accordance with the decision of the Organic Initiative and the statutory tasks of the organizations.

1.3. EXPECTED OUTCOMES OF THE GRANT PROGRAM

Since the beginning of the Russian invasion to Ukraine on 24 April, Ukraine's organic sector, like the entire agricultural and food industries, is being affected. Much of the land used for organic production has been lost in combat or due to occupation. Despite all the difficulties, many organic producers have started the sowing season, are providing accommodation and food for the refugees from different parts of Ukraine.

Under these circumstances, Ukrainian organic producers need support to continue organic farming, provide the population of Ukraine and other countries with healthy organic food.

Expected outcomes:

- 1) maintaining the number of organic producers in the territories under the Ukrainian control;
- 2) facilitating the sale of organic products and establishing new supply chains under the current circumstances;
- 3) securing additional funding to support and develop the organic sector of Ukraine

1.4. FEATURES OF IMPLEMENTATION OF THE 3RD PHASE OF THE GRANT PROGRAM

Eligibility criteria

To receive irrevocable non-targeted financial assistance, applicants must meet the following criteria:

- Be a legal entity or an individual entrepreneur (FOP) registered in Ukraine;
- Have a valid certificate of organic market operator of Ukraine in accordance with the requirements of the EU organic regulation and work in organic production of Ukraine for at least 2 years;
- Be an SME¹ (applies only to the indicator of the number of jobs²);
- Not to have relations with aggressor countries (Russia, Belarus);
- The applicant works or previously worked in the liberated territories of Ukraine in the Donetsk, Zhytomyr, Kyiv (only region), Mykolaiv, Sumy, Kharkiv, Kherson regions. Preference will be given to districts in accordance with the order of the Ministry of Reintegration of the Temporarily Occupied Territories of Ukraine "On Approval of the List of Territories in which Hostilities Are Conducted or Temporarily Occupied by the Russian Federation"³;
- Agree that the name of the grantee will be published on the Internet (on the sites organicinfo.ua, organicinitiative.org.ua, qftp.org).

Preference is given to organic food producers/processors and agricultural producers.

¹ Small and medium-sized enterprises (SMEs) are enterprises that have (1) < 250 employees and (2) either a turnover ≤ €50 million or a total balance sheet ≤ €43 million. Source: <https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:32003H0361>; https://single-market-economy.ec.europa.eu/smes/sme-definition_en

² Data on employees will be taken from the Catalog of Ukrainian exporters of organic products, created by the "Office for the Development of Entrepreneurship and Export" (Ukraine <https://drive.google.com/file/d/1t4yHSu8xbZTSap1EM-fqWHZnYgfnB9nG/view> or received from the applicant).

³ Source: Verkhovna Rada of Ukraine, Order of the Ministry of Reintegration of the Temporarily Occupied Territories of Ukraine of December 22, 2022 No. 309 "On Approval of the List of Territories in which Hostilities Are Conducted or Temporarily Occupied by the Russian Federation" (updated on 09/03/2023) (registered in the Ministry of Justice of Ukraine on 12/23/2022 under No. 1668/39004), <https://zakon.rada.gov.ua/laws/show/z1668-22#n15> (Ukrainian version only).

Expenses that can be covered (fully or partially)

The following types of expenses may be covered:

- Costs for the restoration of organic production (for example, construction, repair, agricultural machinery and/or food equipment, equipment, tools for agriculture and/or food production);
- Costs for production needs (for example, organic certification services, purchase of seeds, planting material, input products (plant protection agents, fertilizers, etc.) and substances that are allowed to be used in organic production).

Funds provided under this assistance will not cover the purchase of military or dual-use goods or equipment that could be used in a war with Russia (for example, weapons, components for military equipment, fuel and lubricants, etc.).

Submission of the application

The application form for participation in the 3rd phase of the Grant Program “Support of the Organic Sector in Ukraine” is given in Annex 1. Applicants must answer all the questions in the application, as well as provide supporting documents.

The application must be signed by an authorized representative of the Applicant.

The application is filled out in the Ukrainian language in the specified format.

The application form (signed and scanned/photographed and in Word format) for receiving irrevocable non-targeted financial assistance together with a copy of a valid organic certificate for the last 2 years and a signed declaration must be sent no later than May 21, 2023 to the email address: info@organicinitiative.org.ua.

The results will be published on the Internet (on the sites organicinfo.ua, organicinitiative.org.ua, qftp.org.) **no later than June 1, 2023.**

Questions about the Grant Program can be asked to Nataliia Cholovska, president of Ecoterra LMGO at tel. +380 50 430 7623 or email info@organicinitiative.org.ua.

SECTION II. CRITERIA AND EVALUATION PROCEDURE

2.1. GRANT COMMITTEE AND EVALUATION PROCEDURE

All the submitted applications will be verified against formal criteria and referred to the Grant Committee for consideration after the deadline for application is expired.

The Grant Committee consists of 4 people, including representatives of the Organic Initiative. The Committee is responsible for fulfilling all the requirements of the Provisions on the Grant Program “Support of the Organic Sector in Ukraine”, including avoiding conflicts of interest. The names of the members of the grant committee will not be publicly announced.

Each member of the Grant Committee has an equal right to vote (1 person – 1 vote). The Committee will evaluate the applications on the principles of impartiality.

The Grant Committee members have the right to accept or reject any application as well as ask for detailed explanation from the applicants.

The Grant Committee members have no right to disclose the information which became known to them during consideration of applications as well as in the process of discussion and decision making. In case of conflict of interests the relevant Grant Committee member has to inform the others about it and withdraw from voting for the application with regard to which there is a conflict of interests.

The Grant Committee members shall not offer or grant the applicants any preferences, directly or indirectly receive, accept or promise any gifts, payments or other preferences which are or can be considered illegal or corrupt practice.

2.2. EVALUATION CRITERIA

The requests for support in the frame of the Grant Program “Support of Organic Sector in Ukraine” will be evaluated based on the criteria below.

First applications will be checked according the “formal criteria” in case they are not fulfil, they will not be further assessed.

Eligibility / Критерії прийнятності			Pre-rating / Попередній рейтинг
Y = yes; N = no; ? = don't know / Так, Ні, Не знаю			
Compliance with the eligibility application criteria: / Відповідність критеріям прийнятності заявки:			
the application is fully completed / заявка повністю заповнена			Y/N Так/Ні
the application submitted in time / вчасно подана заявка			Y/N Так/Ні
The applicant is an organic market operator not less than 2 years (confirmed by a certificate) / Заявник є оператором органічного ринку не менше 2-х років (підтверджується сертифікатом)			Y/N Так/Ні
Overall: eligible or not? / Загалом: відповідає вимогам чи ні?			Y/N Так/Ні
Selection Criteria / Критерії відбору			
Weighting / Ваговий коефіцієнт	max. points possible Максимально можлива кількість балів	5 = very positive / fully fulfilled; 2.5 = average / only partly fulfilled; 0 = negative / not fulfilled, not answered 5 = дуже позитивно / повністю виконано; 2,5 = середній / виконано лише частково; 0 = негативно / не виконано, не відповіли	
20%	4	The applicant belongs to the MSME (micro, small and medium enterprises) / Заявник належить до ММСП (мікро, малі та середні підприємства)	
50%	10	The applicant works or previously worked in the liberated territories of Ukraine in Donetsk, Zhytomyr, Kyiv (only region), Mykolaiv, Sumy, Kharkiv, Kherson regions. / Заявник працює або раніше працював на звільнених територіях України у Донецькій,	

		Житомирській, Київській (лише область), Миколаївській, Сумській, Харківській, Херсонській областях.	
15%	3	Description of the current situation (problems) / Опис поточної ситуації (проблем)	
15%	3	Additional arguments for funding / Додаткові аргументи для фінансування	
100%	20	Overall score / Загальний бал	-
		Maximum score possible / Максимально можливий бал	100% 20
		Minimum score needed / Необхідний мінімальний бал	60% 12

The final approval of applications and the amount of support within the framework of the 3rd phase of the Grant Program is carried out in agreement with the development partner of the Swiss-Ukrainian Program “Higher Value Added Trade from the Organic and Dairy Sector in Ukraine” (QFTP), namely with representatives of the Swiss State Secretariat for Economic Affairs (SECO).

2.3. ANNOUNCEMENT OF THE DECISION ON PROVIDING SUPPORT

the selected applications for the Grant Program “Support of Organic Sector in Ukraine” will be officially published on the website <https://www.dossier.org.ua/en/projects/organic-sector-support/> and also on the web-sites of organicinfo.ua, organicinitiative.org.ua та qftp.org.

The selected applicants will also be officially informed about the Grant Committee’s decision in writing (electronically) to the addresses indicated in the application.

SECTION III. ADMINISTRATION AND REPORTING

All the payments in the frame the Grant Program will be in UAH to the bank account of the applicant.

After the official publication of results and notification of the selected applicant, the Grant Program administrator (Green Dossier) will make an agreement with or in the interest of the grantee (see cl.1.4.). After the official publication of the results and notification of the applicant about the decision of the grant committee, a grant agreement is concluded directly between the grantee and the executor of the the Swiss-Ukrainian Program “Higher Value Added Trade from the Organic and Dairy Sector in Ukraine” (QFTP), - the Research Institute of Organic Agriculture (FiBL).

SECTION IV. FINAL PROVISIONS

4.1. ACCEPTANCE OF TERMS AND CONDITIONS OF THE GRANT PROGRAM

The participation in the Grant Program means that all the participants accept the terms established by these Guidelines on the Grant Program “Support of Organic Sector in Ukraine”.

4.2. PUBLISHING THE INFORMATION

The participation in the Grant Program means that all the participants:

- Give their consent to automated and non-automated processing (including, collection, accumulation, storage and use) of the personal data indicated in the application form which is required to enable civil and economic legal relations, administrative, tax relations, relations in the area of accounting, statistics and other relations that require data processing pursuant to the Civil Code of Ukraine, Tax Code of Ukraine, the Law of Ukraine “On Charity and Charitable Organizations”, other regulations of Ukraine;
- Agree that all the information in the application form, names and surnames of applicants as well as photo and video material related to the grant can be used by the Organic Initiative in the information, promotion and other materials aimed to disseminate the information about the Grant Program and reports to the donors that form the monetary fund of the Grant Program;
- Give their consent to transfer (dissemination) of personal data solely for the above-mentioned purpose and according to the procedure established by the Law of Ukraine “On Personal Data Protection” and internal documents of the Organization that establish the procedure of personal data processing and protection.

6.3. ANNEXES

Annex 1. Application form

Annex 2. Declaration

Request form / Форма заявки

Registration date Дата реєстрації:		Don't fil! / Не заповнювати! Fil in by authorized person / Заповнюється відповідальною особою
Registration number Реєстраційний номер:		

Program Програма:	Support for the organic sector in Ukraine / Підтримка органічного сектору в Україні
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Phase 3 Етап 3	Irrevocable non-target financial support for organic operators / Безповоротна нецільова фінансова допомога органічних операторів
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Name of legal entity or private entrepreneur name as to the State registration Назва юридичної особи або фізичної особи-підприємця (ФОП) згідно з реєстраційними документами	
Registration number of the taxpayer's registration card (RNOKPP) Реєстраційний номер облікової картки платника податків (РНОКПП)	
Legal address Юридична адреса	
Postal address Поштова адреса	
Last and first name of the head and the title Прізвище та ім'я керівника і посада	

Last and first name of the responsible person for grant	
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Прізвище та ім'я відповідального за грант	
Mailing address Адреса для листування	
Phones (landline and mobile) Телефони (стаціонарний та мобільний)	
e-mail / електронна пошта	
Bank details / Банківські реквізити: • IBAN • Bank name / Назва банку • MFO / МФО	

Brief description of the current state of organic operator Короткий опис поточного стану органічного оператора	
Location of the operator and certified agricultural areas (if different) Місце розташування оператора та сертифікованих с/г площ (якщо відрізняються)	

The following MUST be attached to the application: / До заявки ОБОВ'ЯЗКОВО додаються:

- a) Copy of extract from the State Register/ Копія виписки/витягу із ЄДР
- b) Valid organic certificate for 2 last years / Чинний органічний сертифікат за 2 останні роки
- c) Declaration of the applicant / Декларація заявника (Додаток 2)

☐ I am familiar with the Grant Program “Support of the organic sector in Ukraine“ Guidelines.

з Положенням про грантову програму «Підтримка органічного сектору в Україні» ознайомлений/а.

Signature of the head / Підпис керівника
_____ 20__ р.

Date / Дата «___»

STAMP /

(на бланку організації / підприємства)

ДЕКЛАРАЦІЯ ЗАЯВНИКА

1. Я, _____ (ПІБ) _____, як керівник «_____ (НАЗВА _____ ОРГАНІЗАЦІЇ / ПІДПРИЄМСТВА) _____», ЗАСВІДЧУЮ, що станом на момент подачі заявки (НАЗВА ОРГАНІЗАЦІЇ / ПІДПРИЄМСТВА):

- 1) Не перебуває та не провадить господарську діяльність на тимчасово окупованій території України;
- 2) Не перебуває та не провадить господарську діяльність, не має зв'язків із країнами-агресорами (росія, білорусь);
- 3) Не перебуває під санкціями;
- 4) Щодо підприємства не порушено справу про банкрутство.

2. Я зобов'язуюсь повідомити про будь-які зміни щодо вищезазначених пунктів..

3. Я згоден(-на) з тим, що у випадку, приховування мною інформації або несвоєчасного повідомлення про будь-які зміни щодо питань, зазначених в цій декларації, фінансування за грантом буде призупинене та адміністратор та/або донор грантової програми «Підтримка органічного сектору в Україні» може вимагати повернення коштів, сплачених в рамках грантової програми.

«_____» _____ 2023 р.

(Підпис, печатка)