



**Socio-ekonomska održivost i podrška lokalnom stanovništvu
u Bosni i Hercegovini
(u daljem tekstu SELLS 2 ili projekat)**

Projekat se realizuje u saradnji Caritasa Švicarske i Općine Breza

Socio-Economic and Livelihoods Local Support in Bosnia and Herzegovina
(hereafter referred to as SELLS 2 or the project)

A project implemented in cooperation of the Caritas Switzerland and the Municipality Breza

Obezbjeđivanje grantova podrške za ekonomske aktivnosti

APLIKACIONA FORMA ZA DOMAĆINSTVA

Provision of grants to support economic activities

APPLICATION FORM FOR INDIVIDUAL HOUSEHOLDS

Domaćinstva mogu aplicirati za iznose granta od 2000 KM do 4.000 KM (80% od ukupnog investiranja) za ekonomsku podršku i prihodovne aktivnosti.

Applying households can apply for a grant amount between 2000 BAM and 4,000 BAM (80% of the overall investment) to support economic and income generating activities.

Grantovi mogu podržati samo jednu prihodovnu aktivnost za jedno domaćinstvo. Domaćinstva koja apliciraju za više grantova odnosno gdje članovi istog domaćinstva apliciraju istovremeno će biti isključeni iz daljeg procesa.

The grant applied for can support only one livelihood activity for one household. Individual households applying for more than one grant will be excluded and applications from two or more persons of the same household will be disregarded.

Da bi bili razmatrana za podršku, domaćinstva koja apliciraju moraju obezbijediti finansijsko učešće minimalno u iznosu od 20%. Učešće u robu ili usluzi neće biti prihvaćeno.

To be considered for support, applying households must provide a financial minimum contribution of 20%. In-kind contributions will not be accepted.

SELLS 2 će podržati prijedloge sa minimum ukupnog investiranja od 2.000 KM. U zavisnosti od prirode ili veličine aktivnosti, domaćinstva mogu aplicirati za minimum 1.600 KM pod uslovom da mogu obezbijediti dodatni iznos od 400 KM.

Zavisno o usklađenosti sa kriterijumima evaluacije i ispunjavanjem uslova ukupno investiranje za predloženu poslovnu aktivnost može biti i veće od 5.000 KM. Međutim, maksimalna podrška za koju se mogu
A project supported by:



prijaviti domaćinstva je 4.000 KM, pod uslovom da su u mogućnosti obezbijediti dodatni iznos od 1.000 KM.

SELLS will support proposals with a minimum overall investment of 2,000 BAM. Depending on the nature and scale of the activity, households may apply for grants of a minimum of 1,600 BAM, on condition that they are able to provide the additional amount of 400 BAM.

Depending on compliance with the evaluation and eligibility criteria and on the proposed business activity, the overall investment for an economic activity may also exceed 5,000 BAM. However, the maximum grant households can apply for is 4,000 BAM, on condition that they are able to provide an additional amount of 1,000 BAM.

Da li ste spremni i u mogućnosti da finansijski učestvujete u realizaciji Vaše ideje?

Are you willing and capable to financially contribute to the realization of your idea?

☐ Da/ Yes

☐ Ne/ No

Iznos granta za koji aplicirate za vašu poslovnu ideju (najviši mogući iznos je 4.000 KM)?

Value of the grant that you apply for your business idea (max. is 4.000 BAM)?

Približni iznos vlastitog učešća za grant koji aplicirate

The approximate amount of your own participation for the grant you are applying for

Podaci o domaćinstvu koje aplicira / Information of the applying household

1	Ime i prezime osobe koja predstavlja domaćinstvo i popunjava ovu aplikaciju Name and Surname of the person representing the applying household for this application		
2	Ime oca Father's name		
3	Datum rođenja Date of birth		
4	Povratnik Returnee	(a) ☐ Da Yes	(b) ☐ Ne No
5	Spol Sex	(a) ☐ Muški Male	(b) ☐ Ženski Female
6	Adresa stanovanja Residential adress		
7	Kontakt telefon Phone		
8	E-mail E-mail		
9	Posjedujete li već registrovanu djelatnost Do you already have a registered enterprise	(a) ☐ Da Yes	(b) ☐ Ne No
10	Ukoliko da, molimo vas specificirajte tip djelatnosti If yes, please specify type of the enterprise		
11	Naziv djelatnosti Name of the enterprise		
12	Vlasnik djelatnosti Holder of the enterprise		

13	Da li imate registrovanu poljoprivrednu djelatnost Do you have a registered agricultural holding	(a) ☐ Da Yes (b) ☐ Ne No	
14	Nosilac registrovanog polj. domaćinstva The holder of the registered agricultural holding		
15	Trenutni izvori prihoda u domaćinstvu (označite kvadratiće) Current sources of household Income (tick all that apply)	(a) ☐ Samozaposlen Self-employment	(b) ☐ Penzija Pension
		(c) ☐ Formalno zaposlenje Formal employment	(d) ☐ Invalidnina Compensation for invalidity
		(e) ☐ Neformalno zaposlenje Informal employment	(f) ☐ Plaćanje sa biroa Compensation for unemployment
		(g) ☐ Sezonski posao Seasonal work	(h) ☐ Socijalna pomoć Compensation from a social welfare
		(i) ☐ Bez prihoda No income	(j) ☐ Pomoć rodbine/prijatelja Support from the relatives/friends
16	Ukupni mjesečni prihodi u domaćinstvu (što uključuje sva primanja) u KM Total monthly income of the household (which includes all income) in BAM		

Podaci o domaćinstvu koje aplicira / Information of the applying household

17) Broj članova domaćinstva uključujući i Vas Number of the household members, including yourself						
Član domaćinstva – Ime uključujući i Vas Member of the household- Name, including yourself	Spol/ Sex	Srodstvo/ odnos sa članom do- maćinstva koji popun- java ap- likaciju Relationship to the mem- ber of the household which is fill- ing in the ap- plication	Starost Age	Trenutno zanimanje Current occupation	Navedite vaše trenutno zanimanje (profesija, područje rada, poslodavca). U slučaju nesposobnosti za rad, (npr. bolest, invaliditet, briga o djeci) navedite razlog <i>Specify current occupation (profession,</i> <i>field of work, employer).</i> <i>In case of inability to work (e.g. due to</i> <i>sickness, disability, child care), specify</i> <i>the reason</i>	
(17)	(a)	(b)	(c)	☐ Zaposlen/a Employed (d) ☐ Samozaposlen/a Self-em- ployed (e) ☐ Sezonski rad/ Seasonal work (f)	☐ Nezaposlen/a Unem- ployed (g) ☐ Penzioner/ka -Retired (h) ☐ Obrazovanje u toku/ In education (i)	(j)
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Projektna ideja:

Preferisane za podršku će biti ideje za domaćinstva iz oblasti agroturizma, čije ekonomske aktivnosti imaju korist za lokalnu zajednicu (kao što je obezbjeđenje nedostajućih dobara ili servisa) i koje će trajati nakon završetka projekta. Projekat ima za cilj da podrži socio-ekonomski ugrožena domaćinstva i doprinese kreiranju održivog okruženja koje obezbjeđuje zaradu osnovnih ili dodatnih prihoda.

Projekat neće podržati ideje koje (lista nije konačna):

- nisu u saglasnosti sa zakonom (npr. neregistrova **OBRADA, PAKOVANJE ili PROIZVODNJA DUHANA I ALKOHOLA**);
- podržavaju rad na sivom/ crnom tržištu;
- nije jasno kako i gdje će se vršiti sirovinaska nabavka (neregistrovane **ĆUMURANE**);
- su vezane za nabavke ili čuvanje stoke ili živine;
- imaju za cilj nabavku i rad sa plastenicima, a prethodno su već podržane kroz projekat Caritasa Švicarske ili drugih organizacija aktivnih u ovom sektoru;
- ne pokazuju finansijske rezultate u periodu od najviše 12 mjeseci od početka poslovnih aktivnosti.
- se odnose na izgradnju objekata bez potrebnih dozvola ili zemljišnih rješenja,
- uključuju aktivnosti koje mogu negativno uticati na okoliš (npr. neadekvatno odlaganje otpada, hemikalije, nelegalna sječa drveća).
- su vezane za ugostiteljski sektor (npr. opremanje apartmana ili kuća za turiste);

Primjeri aktivnosti koje će se moći podržati ovim projektom (lista nije konačna):

- kreiranje dodatnog zapošljavanja ili stvaranja prihoda za ugrožene grupe kao rezultat obezbjeđene podrške;
- koji nude veće finansijsko učešće od 20%;
- biznis ideje koje imaju jak potencijal da mobiliziraju više osoba za rad i/ili učešće u poslovnim aktivnostima vezanim za **izradu suvenira, domaćih proizvoda i sl.**;
- nabavka opreme i alata za pripremu i prezentaciju domaćih proizvoda (npr. oprema za preradu voća, povrća, mlijeka ili ljekovitog bilja).
- uređenje prostora za degustaciju ili prodaju domaćih proizvoda (mini suvenirnice, kušaonice, vrtne terase).
- razvoj promotivnog materijala i web prezentacije agroturističke ponude.
- aktivnosti koje sprovode žene u teškoj ekonomskoj situaciji ili domaćinstva bez prethodnog pristupa tržištu.
- nabavka **alata i mašina za neki preduzetnički obrt** registrovan ili neregistrovan ali sa namjerom da se registruje u budućnosti;
- nabavku opreme za turistički biznis (rafting, alpinizam, kampovi) koji će obezbijediti dodatno zapošljavanje tokom turističke sezone.

Project idea:

Preferred for support will be ideas of household-based economic activities that benefit the local community (such as providing lacking goods or services) and that will potentially endure beyond the project. The project aims to support socio-economically vulnerable households and contribute to **creating sustainable livelihoods allowing to earn a basic or additional income.**

The project will not support ideas, which (none exhaustive):

- are not in compliance with the law (e.g. unregistered **PROCESSING, PACKAGING or PRODUCTION OF TOBACCO AND ALCOHOL**);
- support work on the grey/black market;
- do not clearly define how and where the procurement of raw materials will take place (e.g. unregistered **CHARCOAL PRODUCTION**);
- are related to the purchase or keeping of livestock or poultry;

- aim to purchase and operate greenhouses, but have already been supported through the Caritas Switzerland project or other organizations active in this sector;
- do not show financial results within a maximum of 12 months from the start of business activities;
- refer to the construction of facilities without the necessary permits or land ownership documentation;
- include activities that could have a negative impact on the environment (e.g. improper waste disposal, use of chemicals, illegal logging).
- are related to the hospitality sector (e.g. furnishing of apartments or houses for tourists).

Examples of activities eligible for support by this project (none exhaustive):

- creation of **additional employment or income opportunities for vulnerable groups of the population as a result of the provided assistance**
- offering a higher financial contribution than 20% ;
- business ideas that have the strong potential to mobilize more persons for work and/or participation in economic activities, related to **producing souvenirs, domestic food products and similar**;
- purchase of equipment and tools for the preparation and presentation of homemade products (e.g. equipment for processing fruits, vegetables, milk, or medicinal herbs).
- arrangement of spaces for tasting or selling local products (mini souvenir shops, tasting rooms, garden terraces).
- development of promotional materials and a website for the agrotourism offer.
- activities implemented by women in difficult economic situations or by households without previous access to the market.
- Purchase of tools and machines for any **entrepreneurial craft** that is officially registered or intends to register in the future as a craft (obrt) with the municipality;
- purchase of **equipment for registered touristic businesses** (rafting, mountaineering, camps), which will employ additional staff during touristic season.

(18) U kojem sektoru aplicirate u projektu SELLS

In which sector you want to apply within the SELLS project

☐ Poljoprivreda (specifirajte) / Agriculture (please specify) (a) ☐ Povrće/ Vegetables (a1) ☐ Jagodičasto voće / Berries (a2) ☐ Stoka / Livestock (a3) ☐ Pčelarstvo / Bees (a4) ☐ Drvo / Wood (a5) ☐ Ostalo (specifirajte) / Other (please specify) (a6): 	☐ Zanatstvo / Handicraft (b1) ☐ Trgovina / Trade (b2) ☐ Usluge / Services (b3) ☐ Turizam / Tourism (b4) ☐ IT (b5) ☐ Ostalo (specifirajte) / Other (please specify) (b6):
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(19) Objasnite ideju za ekonomsku aktivnost za koji tražite podršku u ovom projektu. Najvažnije je da predložene aktivnosti budu realno ostvarljive. Ako je plan da se prodaju proizvodi, onda mora postojati tržište. Ako postoji tržište, morate biti sigurni da možete prodavati pristupiti tržištu i prodavati proizvode po prihvatljivim cijenama.

Explain the idea for an economic activity you would like to receive support for by this project. Most important is that activities you propose are realistically achievable. If the plan is to sell products, there must be a market. If there is a market, you must be sure that you can reach the market and sell products for acceptable price.

Ideja

Idea

Molimo Vas da imenujete vašu ideju/poslovnu aktivnost.
Kratko objasnite šta ćete proizvoditi ili koju ćete uslugu pružati.
Please, name your idea/economic activity.
Shortly explain what you will produce or which service you will provide.

Gdje će obavljati radne aktivnosti?
Where the working activities will be performed?

Koju opremu ili druga sredstva posjedujete?
Šta Vam je dodatno potrebno?
What equipment or other inputs do you have already?
What do you need in addition?

Kako i gdje ćete nabaviti sredstva i opremu?
How and where will you procure the inputs and equipment?

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Da li će još neko raditi sa Vama (član domaćinstva)?
Ukoliko da, da li je potrebno da ih plaćate i da li će dijeliti zaradu sa Vama?
 Will anyone else is going to work with you (member of the household)?
 If yes, do you need to pay them and are they going to share profit with you?

Informacije o radnoj sposobnosti domaćinstva
 Info about the working capacities of the household

Da li imate dovoljno iskustva u vođenju biznisa u planiranom sektoru?
 Do you have enough experience in operating a business in the planned sector?

Koliko vašeg novca je potrebno da rizikujete?
Da li ćete imati dovoljno da priuštite potrebno finansijsko učešće?
How much of your own money you will have to risk?
Will you have enough to afford the required financial contribution?

Koliko vremena će Vam ova biznis aktivnost zahtijevati i imate li ga dovoljno?
How much time this business activity requires from you and do you have enough?

Da li trenutno imate neke druge obaveze koje bi Vas mogle onemogućiti da se posvetite planiranim radnim aktivnostima 100%?
Do you currently have other obligations which can prevent you to dedicate yourself in planned working activities 100%?

Da li je bolje za započnete ovaj posao sada ili da odložite za drugi vremenski period?
Would it be better to start this business now or to postpone to other period of time.

Koje su Vaše alternative ukoliko ne započnete posao sada?
What are yours alternatives if you don't start the business now?

Koje su šanse za uspjeh?
What are the chances of success?

**Pretpostavite da Vaš posao obezbeđuje manju zaradu od očekivane.
Koliko dugo ćete moći da izdržite dok ne dođete do očekivane zarade?**
Suppose that your business provides less income than you have expected.
How long you can stick with it until reaching expected income?

**Ko se još bavi istim ili sličnim poslom? Da li oni ostvaruju dovoljnu zaradu?
Da li zaista ima smisla baviti se istim poslom?**
Who else does the same or similar business? Do they earn enough?
Does it make really sense to do the same?

Tržište Market

**Postoji li tržište za Vaše proizvode? Ko će biti vaši kupci?
Da li možete da dođete do tržišta (lokalnog i/ili regionalnog)?**
Is there a market for your products? Who will be your customers?
Can you reach the market (local and/or regional)?

Prema Vašim procjenama, koliko će poslovna aktivnost povećati Vaše trenutno prihodovanje (procijenite mjesečno u KM)?
By your estimation, how much will yours working activity increase your existing income (estimate per month in BAM))

Šta su efekti vaše poslovne ideje za lokalnu zajednicu?
Da li će vaš biznis popuniti neki nedostatak ili potrebu u lokalnoj zajednici?
Which are the effects that your business idea will have on the local community?
Will your business is going to cover some lack or need in local community?

Dodatna pojašnjenja za vašu planiranu poslovnu aktivnost:
Additional explanation for your planed economic activity:

IZJAVA O TAČNOSTI DOSTAVLJENIH PODATAKA

DECLARATION ABOUT THE ACCURACY OF ALL INFORMATION SUBMITTED

Svojim potpisom garantujem da su uneseni podaci tačni i da sam spreman da na zahtjev dostavim dokumente koji potvrđuju gore navedene podatke. Razumijem da davanje netačnih informacija ili zadržavanje bitnih, može voditi mom isključenju iz projekta.

With my signature I guarantee that all the above entered information is true and I am ready upon request to submit documents which confirm the information. I understand that the submission of incorrect information or the withholding of relevant information may lead to my exclusion from project participation.

IZJAVA O PRIKUPLJANJU I PROCESUIRANJU PERSONALNIH PODATAKA

DECLARATION OF CONSENT FOR THE COLLECTION AND PROCESSING OF PERSONAL DATA

Potpisivanjem ove izjave, dajem saglasnost za prikupljanje i daljnje procesuiranje mojih ličnih podataka dostavljenih Caritasu Švicarske i Opštini/Općini Breza u projektu Socio-ekonomska održivost i podrška lokalnom stanovništvu u Bosni i Hercegovini, (SELLS2), u skladu sa Članom 5. Zakona o zaštiti ličnih podataka Bosne i Hercegovine (vidljivo u - Reg.Nr. 49/06, 76/11 i 89/11) i u skladu sa EU regulativom 2016/679 Evropskog Parlamenta i Vijeća od 27. aprila 2016 godine o zaštiti pojedinaca i procesuiranju ličnih podataka kao i pozivom na Direktivu 95/46/EC (Regulativa o Generalnoj zaštiti podataka).

Caritas Švicarske i Opština/Općina Breza će čuvati i u punom povjerenju procesuirati moje lične informacije, u skladu sa Članom 4. i Članom 11. Zakona o zaštiti ličnih podataka Bosne i Hercegovine, kao i omogućiti pristup i otkrivanje samo onim uposlenicima kojima je to potrebno u svrhu poslovnih aktivnosti i trećim stranama samo u slučajevima u kojima to zakon nalaže.

Moj pristanak može biti povučen napismeno u bilo koje vrijeme.

By signing this statement, I freely and explicitly accept the collection and further processing of my personal data submitted to Caritas Switzerland and Breza municipality within the project Socio-Economic and Livelihoods Local Support in Bosnia and Herzegovina. (SELLS2) in accordance with Article 5 of the Law on Protection of Personal Data of BiH (Consent of the data carrier - Reg.Nr. 49/06, 76/11 and 89/11) and with Regulation (EU) 2016/679 of the European Parliament and the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation).

Caritas Switzerland and Breza municipality will safeguard the confidentiality of my personal information in accordance with Articles 4. and 11. of the Law on Personal Data Protection of BiH and allow access and disclosure of personal data only to those employees who need them for their business activities, and to third parties only in cases expressly required by law.

My consent may be withdrawn in writing at any time.

Ime aplikanta:

Name of the applicant:

Datum i mjesto:

Date and place:
