

APPLICATION FOR SUPPORT FROM THE WEST NORDIC CAPITAL FUND – NUUK, REYKJAVÍK AND TÓRSHAVN

INFORMATION ABOUT THE APPLICANT			
Applicant/group/organisation:			
Address:			
Telephone number:		Email:	
Fax:		Website:	
THE APPLICATION IS ON BEHALF OF			
<input type="checkbox"/> group or organisation		<input type="checkbox"/> individual(s)	
CONTACT PERSON, TOGETHER WITH THE CONTACT PERSON'S RELATIONSHIP TO THE APPLICANT			
Name:			
Address:			
Telephone number:		Fax:	
Email:			
A SIMILAR APPLICATION HAS BEEN SENT TO:			
<input type="checkbox"/> Another committee/fund in Nuuk, Reykjavík or Tórshavn		<input type="checkbox"/> Was the application granted	
<input type="checkbox"/> The self-government in Greenland, the government in Iceland or the Faroe Islands' Home Rule		<input type="checkbox"/> Was the application granted	
Other organisation or fund:		<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, which:			
Was the application granted:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Have not yet received a response
INFORMATION ABOUT THE PROJECT OR TRIP			
Name of project:			
Which city is being visited:			
Which city do you want to visit from:			
TIME OF THE VISIT			
From:		To:	

DESCRIPTION OF THE EVENT'S PURPOSE

If a programme for the event exists, should this be attached?

WHAT IS THE PURPOSE OF YOUR APPLICATION FOR FUNDING?

What do you hope your event will achieve?

Has the organisation/group or any of the participants previously received support from the joint fund between KS, Reykjavík and Tórshavn/West Nordic Capital Fund?

Yes

No

If yes, please specify who and in what context:

If there are any changes to the information provided, the applicant is obliged to inform the West Nordic Capital Fund – Nuuk, Reykjavík and Tórshavn of this.

Date

Signature

CHARTER FOR THE WEST NORDIC CAPITAL FUND - NUUK, REYKJAVÍK AND TÓRSHAVN

§1 The name of the fund is "West Nordic Capital Fund - Nuuk, Reykjavik, Tórshavn".

§2 The mission of the fund is to promote cooperation and understanding between politicians and residents in Reykjavík, Tórshavn and Nuuk via:

- grants for cultural, educational and sporting projects,
- thematic debate on topical political issues in the West Nordic region.

§3 The fund's assets are the annual contributions to the fund from Reykjavik City, the Municipality of Tórshavn and Kommuneqarfik Sermersooq, corresponding to DKK 100,000, as well as the income thereof. This means that every year, the fund receives a total corresponding to DKK 300,000. The fund is solely liable with its assets.

Item 2. The fund's assets and income are used at the discretion of the Board of Directors to provide support in accordance with the mission statement.

Item 3. For budget and accounting purposes, the fund's home municipality is Tórshavn. The Municipality of Tórshavn is responsible for the budget and accounting function for all three countries.

Item 4. The auditors shall add to the fund's minutes any comments, which the accounts and the Board of Directors' financial management may give rise to.

Item 5. Each year, the Board of Directors shall submit an account of the fund's assets, income and expenses to the finance committees no later than four months after the end of the financial year. The fund's financial year is the calendar year.

§4 The fund is managed by a Board of Directors with a total of nine members, consisting of the mayor and two municipal councillors from each of the three capital city municipalities.

Item 2. The term of office of the Board of Directors follows the term of office of the individual municipal councils. Board members do not receive remuneration for their work for the fund.

Item 3. Each municipality has one vote and decisions are made by a simple majority of votes.

Item 4. If it is required or appropriate to make changes to the charter, it must be adopted by a simple majority vote of Reykjavík City Council, Tórshavn City Council and Kommuneqarfik Sermersooq's municipal council.

§5 The Board of Directors shall organise meetings of the fund to the extent necessary. However, ordinary meetings are held once a year before the end of June, alternating between Nuuk, Reykjavík and Tórshavn. The first time in Reykjavík in 2000.

Item 2. The host city covers the costs of hotel accommodation etc. for the guests, while the guests themselves cover their own travel expenses.

Item 3. The host city is responsible for all practical preparations in connection with the organisation of the meeting and thematic debate.

Item 4. Each city arranges advertising in connection with the application deadline for the fund.

Item 5. The Board of Directors is responsible for keeping a record of the application round. The articles of association and the individual expected ratification, information on who receives grants from the fund and all other notices and information that may be of interest to the fund are entered in this record.

§6 When the board has made a decision on the allocation of grants and amounts, the home municipality notifies applicants of the decision. The grants are paid out upon presentation of a budget for the organisation of the event or similar event for which the grant has been allocated.

Item 2. Once the event or similar has been held, accounts and a report must be submitted to the fund. Any surplus funding is refunded to the joint fund.

Item 3. Allocated grants must be utilised before the end of one calendar year after allocation. If this requirement is not met, the funds are returned to the fund pool. However, this rule may be waived in special cases.

§7 As an extension of the annual ordinary meeting, a thematic debate on political issues relevant to the capital cities of the West Nordic region is organised. The purpose of the thematic debate is to address topical issues for the three capitals.

Item 2. It is the responsibility of the Board of Directors to keep a record of the thematic political debate. Here, a description of the topic of the political discussion, the resulting deliberations and possible joint decision is entered.

§8 This charter replaces the charter adopted by Kommuneqarfik Sermersooq's City Council on 17 March 2009, Reykjavik City Council on 30 May 2000 and Tórshavn City Council on 24 June 1999.

Item 2. The Charter comes into force upon signing.

Hereby adopted by the **municipal council of Kommuneqarfik Sermersooq**
27 November 2012

Hereby adopted by **Reykjavík City Council**
14 June 2012

Hereby adopted by **Tórshavn City Council**
13 September 2012

BUDGET

EXPENSES

TRAVEL EXPENSES

Mode of transport:	
Cost per person:	in total:
ACCOMMODATION	
Type of accommodation:	
Cost per person:	in total:
OTHER EXPENSES	
What?	
EXPENSE ENTRY	AMOUNT
Total expenses:	
EXPECTED INCOME	
Expected support:	
Participant payment:	
Other income:	

In total:

Once the event or similar has been held, accounts and a report must be submitted to the fund. Any surplus funding will be refunded to the West Nordic Capital Fund.

Annex to the financial statement of the West Nordic Capital Fund NRT

The financial statement, together with a report, must be submitted to the fund as soon as possible after the event or similar has been organised. Any surplus funding will be refunded to the West Nordic Capital Fund.

NAME OF PROJECT:		NAME:
EXPENSES		
TRAVEL EXPENSES		
Cost per person		In total:
ACCOMMODATION		
Type of accommodation:		
Cost per person		In total:
OTHER EXPENSES (Describe below)		
EXPENSE ENTRIES		AMOUNT
Total expenses		
INCOME		
Support:		
Participant payment:		
Other income:		
Total income:		
Surplus funding:		