



# De minimis award letter in accordance with Regulation (EU) No 2023/2831

v.4.0 of 1 March 2026

## Introduction

This document includes a **sample copy** of the de minimis award letter that the Investitionsbank Schleswig-Holstein (IB.SH), Kiel, Germany, acting as Managing Authority of Interreg Baltic Sea Region will issue together with the subsidy contract to **project partners receiving de minimis aid**. This de minimis award letter is for **core projects, small projects and platforms**.



# De minimis award letter in accordance with Regulation (EU) No 2023/2831

for the undertaking

**Organisation name in English, Address, ZIP, City, Country**

participating as project partner number **xx** in the project #ProjectNumber#, #Acronym# co-financed by Interreg Baltic Sea Region (hereinafter: **de minimis recipient**)

The *de minimis* recipient requested general *de minimis* aid within the meaning of Commission Regulation (EU) No 2023/2831<sup>1</sup> (hereinafter: *de minimis* Regulation). The maximum total amount of *de minimis* aid granted per Member State to a "single undertaking" (within the meaning of Article 2(2) of the *de minimis* Regulation) is EUR 300,000 over any period of three years.

In addition, according to the provision of Article 5(2) of the *de minimis* Regulation, there is an obligation to cumulate with the following types of *de minimis* aid:

- Agricultural *de minimis* aid in the sense of Commission Regulation (EU) No 1408/2013<sup>2</sup>,
- Fisheries *de minimis* aid in the sense of Commission Regulation (EU) No 717/2014<sup>3</sup>

If a "single undertaking" receives agricultural *de minimis* aid and/or fisheries *de minimis* aid in addition to general *de minimis* aid, the following applies: The maximum total amount of all three types of *de minimis* aid for a "single undertaking" over any period of three years is EUR 300,000. However, the total amount of agricultural *de minimis* aid may not exceed EUR 50,000, and the total amount of fisheries *de minimis* aid may not exceed EUR 30,000.

On dd month yyyy (= date of signature of the *de minimis* declaration), the *de minimis* recipient provided a *de minimis* declaration. According to this declaration, during the previous three years before the signature of the *de minimis* declaration, the *de minimis* recipient as a "single undertaking":

- has not been granted any general, agricultural, and fisheries *de minimis* aid by Germany.
- has been granted the following general, agricultural, and fisheries *de minimis* aid by Germany:

Applicant undertaking (AU) or name and address of the undertaking of the group	Date of granting	Granting authority	Reference number	De minimis aid			Type of support	Funding amount [in EUR]	Aid amount [in EUR]
				General	Agriculture	Fisheries			
	dd.mm.yyyy			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Please select		

After deducting the aid amounts of the specified *de minimis* pre-funding, a *de minimis* residual funding option of EUR xxx,xxx.xx remains in accordance with Regulation (EU) No. 2023/2831.

According to the information provided by the *de minimis* recipient in the *de minimis* declaration, the *de minimis* aid applied for will

- not be cumulated with State aid in relation to the same eligible costs.
- be cumulated with State aid in relation to the same eligible costs, but in such a way that the aid intensity resulting from the cumulation does not exceed the highest relevant aid intensity or aid amount fixed in the specific circumstances of the case by a block exemption regulation or a decision adopted by the Commission.

<sup>1</sup> COMMISSION REGULATION (EU) No 2023/2831 of 13 December 2023 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to *de minimis* aid, OJ L of 15.12.2023.

<sup>2</sup> COMMISSION REGULATION (EU) No 1408/2013 of 18 December 2013 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to *de minimis* aid in the agriculture sector, OJ L 352/9 of 24.12.2013, last amended according to COMMISSION REGULATION (EU) No 2024/3118 of 10 December 2024, OJ L of 13.12.2024, as well as corrected according to COMMISSION REGULATION (EU) No 2025/1989 of 2 October 2025, OJ L of 3.10.2025.

<sup>3</sup> COMMISSION REGULATION (EU) No 717/2014 of 27 June 2014 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to *de minimis* aid in the fishery and aquaculture sector, OJ L 190/45 of 28.6.2014, last amended according to COMMISSION REGULATION (EU) No 2023/2391 of 4 October 2023, OJ L of 5.10.2023.



- be cumulated with State aid for the same eligible costs. An amount of EUR xxx,xxx.xx (aid amount: EUR xxx,xxx.xx) exceeds the highest relevant aid intensity or the highest relevant aid amount fixed in the specific circumstances of the case by a block exemption regulation or a decision adopted by the Commission.

**As a result, the *de minimis* aid applied for**

- was therefore reduced to a funding amount of EUR xxx,xxx.xx. It was granted in this amount with an aid amount of EUR xxx,xxx.xx
- was therefore granted in full in the funding amount of EUR xxx,xxx.xx (aid amount: EUR xxx,xxx.xx)

**by the subsidy contract between the Investitionsbank Schleswig-Holstein (IB.SH) – acting as Managing Authority and Joint Secretariat of Interreg Baltic Sea Region – and the lead partner of the project concluded on dd month yyyy**

This *de minimis* award letter

- shall be maintained by the *de minimis* recipient for 10 years from the date the *de minimis* aid was granted.
- shall be provided by the *de minimis* recipient on request of the Commission or the IB.SH within one week or such longer period as may be fixed in the request. If the *de minimis* award letter is not provided by the deadline, the *de minimis* aid plus interest can be reclaimed.
- shall be considered with its aid amounts for future applications for any *de minimis* aid by the *de minimis* recipient acting as "single undertaking".
- shall be submitted in copy to other granting authorities, provided that other State aid is requested in relation to the same eligible costs for which the IB.SH has granted the *de minimis* aid.

The following text is only applicable for German partners who did not provide the standard German organisation ID in section 2.2 of the application:

If the *de minimis* recipient was unable to provide a business identification number (W-IdNr.) as organisation ID in section 2.2 of the aforementioned project's application in BAMOS+, because it had not yet been assigned by the Federal Central Tax Office (BZSt) in accordance with Section 139a Paragraph 1 of the German Fiscal Code (AO) at that time, the W-IdNr. must be communicated to the IB.SH in writing immediately after its allocation by the BZSt.

**For the IB.SH:**

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*Name*

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*Name*

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*Title*

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*Title*

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Rostock,

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Rostock,

