

ACTIVA AUTÒNO+ 2024

Frequently Asked Questions

1.-How can I apply?

Subsidy applications can be registered from **10th July to 10th September, 2024**, providing all the necessary documentation electronically:

The management of the Programme will be carried out by means of a computer application created for this purpose, which the applicants must use.

Requests to participate in this subsidy must be made through a standardised form that can be generated in the aforementioned application.

The application **procedure** will be as follows:

FIRST: Access the website www.barcelonactiva.cat/autonomes2024

This site will contain all the information on the call and access link to the application where the application can be made.

SECOND: Access to Barcelona Activa's [Programme management application](#) from Barcelona Activa and fill the information from the form in order to generate the corresponding instance.

THIRD: Access the application to Register the application instance, with digital certificate, in the [Virtual Procedures Office of Barcelona City Council](#), within the "Activa Autòno+ 2024" procedure.

IMPORTANT: This record will be the one that will determine the order in the subsidy request.

FOURTH: Once the application instance has been registered in the municipal procedures portal, you will receive a **message in your email** notifying you of the result of the application.

FIFTH: In case of approval, in the same email you will find a **link that will allow you to access the application to incorporate the necessary documentation**.

It is necessary to provide the documentation in PDF format and within a maximum period of **15 days from the date of the notice**.

2.- Is this grant compatible with other aid?

Yes, **the grants are compatible with any other aid**. The total amount, however, cannot exceed the cost of starting the economic activity.

If you have already been a beneficiary of aid from the previous edition of the Programme (Activa Autono+ 2023), the aid requested now cannot exceed the maximum amount of aid (€4,000).

3.- How is tax registration in Barcelona accredited?

Using forms 036 and/or 037 (Census of entrepreneurs, professionals and withholding agents - Census declaration of registration, modification and deregistration and Simplified census declaration of registration in the Tax on Economic Activities - Tax Agency) **and/or Activity license** issued by the Barcelona City Council.

4.- How is the subsidy paid?

By means of a **single deposit into the applicant's bank account**, informed to the application and recorded in the application. Proof of being **titleholder of the account** must be provided by the corresponding banking entity.

5.- How can I know the status of my application?

You can find the **state of the process** in the programme management application (<https://subvencions.barcelonactiva.cat>).

If there is any problem with the supporting documentation provided, the team in charge of processing the programme will notify you of the requirement (via email) and you will have **15 days** to provide whatever is necessary.

Finally, information about the publication in the Official Gazette of the Province of Barcelona (BOPB) of the corresponding resolution will be **sent by email**.

6.- How can I prove that the expenses generated by the application have been paid?

Expenses and payments associated with the eligible concepts must **be accredited by a financial institution or by means of the corresponding receipt**.

When a copy of a nominal cheque is submitted, it is necessary to provide the corresponding document from the banking institution confirming that the cheque has been cashed.

7.- How can it be proven that the self-employed person (or cooperative company) is up to date with payments (with AEAT – Tax Administration, Social Security and IMH – Municipal Tax Office)?

By means of **accreditation from the corresponding body**, with a maximum validity of **6 months**.

If you choose not to provide these accreditations, the team in charge of managing the programme will make the necessary arrangements to obtain these accreditations directly.

If any problem is detected in obtaining this accreditation "ex officio", it will be reported in order to give the option to resolve it.

8.- Can other fees or public prices not mentioned in the aid bases be included as expenses if they are necessary for carrying out the activity?

Apart from the Social Security expenses of the first year and the management/consultancy for the start-up of the new activity, only the **expenses associated with taxes/fees and local and regional public prices** related to the start of the economic activity, the first establishment and the first year, as well as the mandatory technical reports for the legalisation of the new activity will be taken into account.

9.- Is VAT taken into account when calculating eligible expenses?

No. The **amounts paid in VAT will have to be deducted** to calculate the expenses that are justified.

10.- Can professionals in the fields of architecture, law or medicine who have not registered with the Special Regime for Self-Employed Workers qualify for the subsidy?

Yes, **if they meet the rest of the requirements**. They will be able to justify expenses such as rent, management and advice, taxes, energy consumption. However, contributions to mutual insurance companies contracted as an alternative to Social Security will not be considered as justifiable expenses.

11.- Should the subsidy be declared to the Treasury?

The body with the authority to respond in a binding way to these types of queries is the **Tax Agency**, which we recommend you consult for greater certainty.

We can, however, inform you that the aid received (current subsidy) must be declared for tax purposes (AEAT / IRPF). Normally as income from economic activity / operating income, and in relation to the year in which it accrues (granting and firm quantification of the subsidy).

The justification of the approval of the aid can be done through the publication of the corresponding resolution and the payment through the bank statement generated with the payment.

12.- For other questions and doubts, who can I contact?

You can send any other questions or doubts by email to: autonom@barcelonactiva.cat