**Annex 7**

**APPLICATION CHECKLIST**

**Support Civil Society Organisations** **in Implementation of Social Integrated Services**

Call for Proposals PRO 01/2023

| BEFORE SENDING YOUR APPLICATION, PLEASE CHECK THAT EACH OF THE FOLLOWING DOCUMENTS IS COMPLETED AND ENCLOSED |
| --- |

|  | **Yes** | **No** |
| --- | --- | --- |
| 1. Completed **Application Submission Form**, signed by the CSO’s authorised person, is enclosed in PDF format |  |  |
| 1. Completed **Project Proposal** **Application Form**, signed by the CSO’s authorised person, is enclosed in PDF format |  |  |
| 1. Completed Project **Budget Form (all sheets)**, signed by the CSO’s authorised person, is enclosed in PDF format |  |  |
| 1. Completed **CSO Factsheet**, signed by the CSO’s authorised person, is enclosed in PDF format |  |  |
| 1. **CV** **of the person responsible for implementation** (project manager) and **CV of other key members** of team is enclosed in PDF format |  |  |
| 1. Certified copy of the **CSO’s Statute** enclosed in PDF format |  |  |
| 1. **Pro-forma invoices/bills/offers** supporting realism of proposed budget |  |  |
| 1. **Letter of Intent for Partnership Agreement or** **Partnership Agreement** signed by CSO’s and legal representatives of relevant local institution(s) is enclosed in PDF format |  |  |
| 1. **Signed Eligibility Declaration for the Applicant** |  |  |
| 1. **Signed Eligibility Declaration for the Partner Organisation** |  |  |