

CHECKLIST OF SUBMITTED DOCUMENTS

No of Call for proposals	2014TC16I5CB006-2017-2		
Name of the project proposal			
Type of project			
Lead partner			
Project partner/s			

Type of documents	Yes	No
Application form including: <ul style="list-style-type: none"> – Partnership and co-financing statement - signed, dated and stamped – by all partners –scanned – Declaration of eligibility and commitment - signed, dated and stamped – by all partners – scanned – Project summary in English, Macedonian and Bulgarian 	<input type="checkbox"/>	<input type="checkbox"/>

Annexes (A)	Yes	No
A 1. Checklist of submitted documents	<input type="checkbox"/>	<input type="checkbox"/>
A 2. Project Partnership Agreement – signed, dated and stamped – by all partners – <i>scanned</i>	<input type="checkbox"/>	<input type="checkbox"/>

Supporting documents (B)	Yes	No	N/A
B 1. Documentary and other evidence on the most recent legal status of all partners (issued not later than 6 months prior to the submission deadline of the current call) - <i>in original language and English translation signed and stamped by the respective partner – scanned</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B 2. Decision of Applicant's governing body (Local Council/Board of Directors or any similar body) regarding project development and implementation (for investment projects including statement that the assets are given for free right of use for the purpose of the project for at least 5 years after the end of the project) - <i>in original language and English translation signed and stamped by the respective partner – scanned</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Letter of empowerment (if applicable) - in case the Application form and/or annexed declarations are not signed by the legal representatives of the Lead Partner/project partners) – <i>in original language and English translation signed and stamped by the respective partner – scanned</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

B 4. Justification of lump sum costs under Budget Line 4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B 5.1. Investment activities performed on <u>municipal/state own property</u>: B 5.1.1. – Ownership act or certificate or legal document for municipal or state ownership of the tangible assets - in original language and English translation signed and stamped by the respective partner – scanned B 5.2.1. – Consent of the owner (Decision of the Council/ Board, etc.), issued in the original language and translated into English, clearly stating that the assets are given for free right of use for the purpose of the project at least for 5 years after the end of the project – in original language and English translation signed and stamped by the respective partner – scanned	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B 5.2. Investment activities passing through <u>private territories</u>: B 5.2.1. – Consent of the owner/s , issued in original language and English translation signed and stamped by the respective partner – scanned B 5.2.2. – Ownership act , issued in original language and English translation signed and stamped by the respective partner – scanned	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B 5.3. Investment activities within <u>territories/objects with special status</u> - relevant documentation (permits, approvals, certificates, statements, etc.) required by the respective national applicable law – <i>in original language and English translation signed and stamped by the respective partner – scanned</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B 6. Positive Environmental Impact Assessment or letter issued by the relevant body clearly stating that Environmental Impact Assessment is not necessary – <i>in original language and English translation signed and stamped by the respective partner – scanned</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B 7. Approved Detailed works design including: <ul style="list-style-type: none"> • Explanatory note • Bill of Quantities 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B 8. Latest photos on the back of the photograph the name of the applicant, location of the object and a date is indicated;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B 9. Technical specifications for supplies/works – detailed description of the envisaged supplies, including exact quantities – <i>in original language and English translation signed and stamped by the respective partner – scanned</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>