

FORMAL CRITERIA

| Item | | YES | NO |
|------|---|-----|----|
| | Formal correctness | | |
| 1 | Project application including all required supporting documents has been submitted in time and place stipulated in the announcement on the <i>Call for Proposals</i> . | | |
| 2 | Project application has been prepared on valid application form. | | |
| 3 | Project application has been prepared in English and in Polish (abstract). | | |
| 4 | Project application is complete (all the fields to be filled-in have been completed) – with the reservation that signature/s of person/persons duly authorized is/are strictly required. | | |
| 5 | Project application with all required supporting documents has been <u>signed</u> by person/persons duly authorized to represent the applicant according to the rule of representation set out in National Court Register or other relevant document confirming the representation of the applicant. | | |
| 6 | Project application with all required supporting documents has been submitted in writing in 3 copies. | | |
| 7 | Project application with all required supporting documents has been submitted in 2 copies on electronic carriers (e.g. CD) in pdf. format at the same time. | | |
| 8 | All required supporting documents have been prepared in Polish (document(s) <u>confirming the legal status of Beneficiary</u>), in English – (Letter of intent, detailed project budget) and signed by person/persons duly authorized to represent the applicant. | | |
| | Eligibility criteria | | |
| 9 | Project application includes at least one of the eligible thematic area defined in Operational Programme. | | |
| 10 | Applicant (and all partners) belongs to the group of eligible applicants indicated in PSRP Operational Programme. | | |
| 11 | Requested grant amount complies with rules indicated in PSRP Operational Programme. | | |
| 12 | The level of grant requested is consistent with national and the state aid rules (applicant's statement). | | |
| 13 | Timeframe of the Project does not exceed final eligibility date, i.e. 30 June 2016. | | |
| | Appendixes (supporting documents) | | |
| 14 | Original or a duly certified copy (by person/-s authorized by the Beneficiary) of valid extract/transcript from the National Court Register or any other document of similar character <u>confirming the legal status of Beneficiary</u> in case of “non-governmental institutions” and “other entities...” and personal data of person/-s authorized to represent Beneficiary, issued no earlier than 6 months before the submission date of the Project proposal. | | |
| 15 | Letter of Intent including declaration of cooperation between partners | | |
| 16 | Detailed project budget | | |
| 17 | Separate statement of the Beneficiary | | |