# ANNEX VIII

**RFP21-196**

**Document Checklist**

I ………………………………………………………………………………………………………. (Lead Applicant name)

confirm that the following **RFP21-196 Grant Scheme Submission Pack application** is made for support under the ACP-EU PROGRAMME (PACIFIC).

I confirm that I have read the guidelines for the completion and submission of this application, and that I am aware of the eligibility and evaluation criteria.

I hereby submit the documents listed below for consideration:

*(Please tick in the appropriate box where documents have been submitted.* ***Please note that failure to provide any required document or supporting evidence will render your submission ineligible.)***

|  |
| --- |
| [ ]  Concept Note (Grant Proposal Application Form) |
| [ ]  Project Workplan (Schedule) and Budget  |
| [ ]  Applicant Declaration |
| [ ]  Due Diligence Questionnaire |
| [ ]  Conflict of Interest |
| [ ]  Company registration certificate |
| [ ]  Enterprise Tax registration |
| [ ]  At least two years of financial accounts (From 2018 to 2021) |
| [ ]  List any additional Support Documents provided: |

|  |
| --- |
| **For the Applicant:** *[insert name of the organisation]* |
| Signature:Name of the Applicant’s representative: *[insert name of the representative]*Title: *[insert Title of the representative]* |
| Date: *[Click or tap to enter a date]* |