

GBE Small Projects Fund: Application Checklist

Before handing in your application to GBE's Small Projects Fund, please make sure to include the following documents.

In case you can't provide a certain certification yet, please inform us pre-emptively and tell us when the documents will be made available.

1 Documents to be provided with the initial application

- | | | |
|----------|---|--------------------------|
| A | Administrative Profile | <input type="checkbox"/> |
| | <i>Please use our latest template available here.</i> | |
| | Certificate of registration | <input type="checkbox"/> |
| | Organisational statutes for all applicant organisations | <input type="checkbox"/> |
| | Proof of non-profit status under local regulations | <input type="checkbox"/> |
| | Tax registration certificate | <input type="checkbox"/> |
| | Proof of accounting software | <input type="checkbox"/> |
| | Annual financial statements of the past three years | <input type="checkbox"/> |
| B | Initial Project Proposal | <input type="checkbox"/> |
| | <i>Please use our latest template available here.</i> | |
| C | Initial Budget | <input type="checkbox"/> |
| | <i>Please use our latest template available here.</i> | |

2 Documents to be provided upon request from the Small Projects Fund (after the decision from the steering committee)

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|----------|---|--------------------------|
| A | Request Letter | <input type="checkbox"/> |
| B | Completed and Finalised Project Proposal | <input type="checkbox"/> |
| C | Completed and Finalised Budget | <input type="checkbox"/> |