# 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]* |