

Application form checklist

Small-scale projects

Dear applicant,

We strongly recommend to fill in the following checklist carefully before submitting the application form (AF). It should ensure that your application is meeting the eligibility criteria, and in addition reminds you on some recommendations of the programme bodies.

If one of the following statements cannot be confirmed, please consult your [Alpine Space Contact Point \(ACP\)](#) on how to further proceed before submitting your application form.

- ☐ All the obligatory fields of the AF are completed with the requested information (i.e. parts A, B, C and D).
- ☐ The AF is completed in English (please consider: only information provided in English will be assessed).
- ☐ The partnership agreement as obligatory annex is properly signed and part of the application.
- ☐ The AF meets the requirements laid down in the Terms of Reference.
- ☐ The application considers the following project characteristics defined for small-scale projects:
 - The total financial size of your project ranges between EUR 250.000 and 750.000;
 - The duration of the project ranges between 12 and 24 months;
 - Your project involves 4 to 7 partners from at least three different countries of the programme area.
- ☐ The lead applicant contacted his/her ACP before submission, as recommended by the programme.
- ☐ If relevant, any documentation allowing the verification of national requirements have been submitted in due time by each project applicant to the relevant ACP.
- ☐ The application was agreed among the partnership.