

Small/Standard Grants Checklist

Dear Grantee,

Before submitting the application, please make sure your answers to the following questions are positive:

- 1 Are you **submitting the application on-line** and also **sending it by post** on time?
(In case of a Small Grant, once submitted on-line, are you also sending **the signed Application Form** by post in **2 copies**?)
- 2 Do you have at least **2 co-organizing partners** from the V4 countries?
(Not compulsory in case of Cross-border Cooperation projects)
- 3 Did you enclose the **original letters of intent** (in English) from your partners?
- 4 Did you enclose **identification/founding/registration documents**?
- 5 Did you allow us **6 weeks** (or **8 weeks** in case of the Standard Grants) for the **evaluation process** before your planned project starts?
- 6 Have you realized that the Fund has a **new logo**?
(Available for download at <http://www.visegradfund.org/press.html>)

Thank you for understanding. We shall look forward to receiving your application!

Yours,

International Visegrad Fund