



Organising International Solidarity
CSO-LA/2018/402-422
Small Grant Facility

CHECK LIST to be filled by leading applicants

Leading Applicant Name:

Check List	Yes	No
1. The submission deadline has been met		
2. The leading applicant and co-applicants (if any) are NOT Affiliated Members to the OIS Programme		
3. Applicants and co-applicants are recognised as legal non-profit entities under relevant laws		
4. Applicants and co-applicants are located and operating within one of the countries of the action		
5. Applicants and co-applicants are legally established in a partner country		
6. Applicants and co-applicants have a defined focus on advocacy		
7. For proposals under Lot 2: the action involves most countries of one sub-region or region		
8. For proposals under Lot 3.1: the action involves at least 5 countries		
9. The proposed action has a minimum duration of 3 months and a maximum duration of 6 months		
10. The application form in Excel has been uploaded		
11. The activity plan template has been uploaded		
12. The budget thresholds have been respected		
13. The budget structure has not been changed		
14. The budget in an excel format has been uploaded		