

TABLE OF ADMINISTRATIVE COMPLIANCE ASSESSMENT

Application No.:		Name of the applicant:			
No.	Requirements for Assessment of Administrative Compliance	Yes	No	Not applicable	After specification Yes/No
1.	Does the Applicant meet the general requirements (compliance of the Applicant with the requirements of section II, article 5 in the Guidelines is evaluated)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.	Has the application for funding of the project been submitted by the final submission deadline indicated in the Call for Applications?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.	Has the application been submitted in the acceptable way?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.	Has the descriptive part (Application) of the application for funding of the project been submitted?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.	Has the cost estimate been submitted to the application (Appendix 1)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6.	Has the application for funding of the project and added documents been filled up in Lithuanian language? In those cases, when application is submitted by persons not registered/resided in the Republic of Lithuania – has it been filled up in English language?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7.	Has the application and estimate been fully completed, signed and does it fully correspond with the established form, has the electronic versions of the documents been submits (compliance of the application with the requirements in the article 25.1 in the Guidelines)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8.	Have all required documents been added, as provided in article 25.2. in the Guidelines:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8.1.	Has the copy of the newest annual financial report of legal entity been added?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8.2.	Has a list of members of association/religious community/commune, approved by the leader, not older than 60 days (counting form the date of announcement of this project call) been submitted (if applicable)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8.3.	Has the copy of the registration certificate of the applicant been submitted (if such a document has been issued)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8.4.	Has the valid copy of legal entity's Bylaws, Regulations, Statute and Guidelines been submitted?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8.5.	Has the newest, not older than 60 days (counting form the date of announcement of this project call), criminal record which states that the applicant is not sentenced, is not indebted to the State Tax Inspectorate under the Ministry of Finance of the Republic of Lithuania and the State Social Insurance Fund been submitted? If the applicant is a natural person – has the criminal record been submitted? If the applicant – legal entity registered outside the Republic of Lithuania – meets all provisions of the article 25.2.5. in the Guidelines, is the declaration of oath submitted (Appendix 2)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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8.6.	Has the copy of a partnership (cooperation) contract, if partners take part in the project been submitted?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8.7.	Have the Standards of depreciation of fixed asset which are confirmed by applicant's organization, and minimum value of fixed asset which are applied in the organization according to the types of asset been submitted (if applicable)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9.	Has the document certifying the authorizations of the person, who signed the application, been submitted, if the application is signed not by the head of Applicant's organization?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10.	Is the application associated with the objects of copyright and has the application been submitted by a natural person / Lithuanian Jewish (Litvak) Community and its members (legal entities) / other open and transparent organizations acting not shorter than one calendar year from the announcement date of this project call in the fields of Lithuanian Jewish religion, culture, health care, sports, education and science?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11.	Do the costs categories exceed the determined maximum limit?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12.	Have the documents of the contribution to the project with own funds been submitted?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
FINAL REMARKS OF EVALUATOR 1. <i>The number of copies of publications (books, albums, CDs, etc.) is indicated in the Application (if applicable).</i> 2. <i>The special importance project status is indicated and comments on the reasons for assignment as special importance project (e.g. more intensive/higher financing than established in the article 7 in the Guidelines) are added. Also, other circumstances, that requires separate approval of the Board (e.g. longer than 24-month period of project implementation is planned) are indicated.</i>					

 (The title of position)

 (Signature)

 (First name and Family name)

 (Date)

 (The title of position)

 (Signature)

 (First name and Family name)

 (Date)