Information sheet

Request for start up advance for the Structural EU Funds grants for projects related to Roma education

1. **Information sheet**

Name of applicants organization:

Country of residence:

Authority which approved the EU structural funds project grant:

Amount approved:

Project duration (starting and ending date in the grant contract):

Date of official project completion:

Deadline of submission of final report to the granting agency:

Requested amount from REF (max 20% of approved amount):

Deadline by which REF support will be returned:

Status of implementation (dates of submission of last progress report if any):

Has any advance payment been provided? If yes, date:
Drawdown/payment schedule as per the grant agreement (milestones):

Dates and amounts of payments already received from structural funds and national co-financing:

Please respond to following questions:
(Limit your responses to maximum 5 lines except point number 2)

1. Explain why you need the advance from REF? How will you ensure that you will be able to refund the advance to REF in time?

2. Please describe how your project proposal relates to REF objectives?

3. Describe briefly the project summary and the main objectives of your project:

4. Describe the planned project activities:

5. How will your project contribute to improving the successful integration of Romani children in the educational system?

6. Demonstrate the involvement of Roma in the project implementation:

7. Describe how the Roma community will benefit from the project:

Requested attachments:

1. Copy of the approved project proposal (local language or English)
2. Copy of the approved project budget
3. Proposed description of activities (within the framework of the approved project proposal) to be undertaken with REF's assistance
4. Proposed budget (within the framework of the approved project budget) for the use of REF funding
5. Confirmation letter of project approval from granting Institution (local language or English)
6. Copy of the contract with the granting Institution or certification of the preparation (local language or English)
7. Deduction statement (letter of delegation) from the bank of the applicant
8. Copy of the official registration of the NGO (registration decree or certificate, not older than 60 days)
9. Copy of certificate of good standing from tax authorities (not older than 60 days)
10. Full bank details
11. Last progress report on the project implementation, if any