

GRUNDTVIG SENIOR VOLUNTEERING PROJECTS
COMMON EUROPEAN ELIGIBILITY CHECKLIST
2013

The application has been submitted by the applicant organisation on 28 March 2013 at the latest (postmark date).
The application has been submitted using the correct application form.
The application has been submitted according to the instructions published by the National Agency.
The application form is not handwritten.
The application form has been completed in full and includes all the requested attachments.
The application form has been completed using the communication language of the Project (this must be one of the official languages of the EU).
The Project consists of organisations located in two different countries participating in the Lifelong Learning Programme.
At least one of the participating organisations is located in a Member State of the European Union.
Each organisation is planning to send <u>and</u> host at least 2 volunteers.
The planned volunteering periods are minimum 3 weeks and the project duration is 2 years.
The applicant organisation is a legal body and is eligible to receive funding from this National Agency to participate in a Grundtvig Senior Volunteering Project.
The form has been signed by the legal representative of the applicant organisation or a person duly authorised by the legal representative.
The applicant organisation has fulfilled its contractual obligations in relation to any earlier grants received from the National Agency, i.e. the organisation has no outstanding repayments to the NA which should already have been made (exclusion criterion).
Applicant organisations can submit multiple applications. However one organisation can only have two Senior Volunteering Project grant agreements running at the same

time. Large organisations can have two valid Senior Volunteering Project agreements at the same time per general directorate or directorate and universities can per faculty, college or institute. In case an organisation submits more applications than can be accepted, it will be given a choice as to which one(s) to keep and which one(s) to cancel. In case of no such decision is taken by the applicant within the deadline given by the National Agency, all applications will be considered ineligible.

Applications from organisations currently running two Grundtvig Senior volunteering projects will be considered ineligible.