

## Application Content Checklist MINI GRANTS Program

Version 12.0,  
November 30, 2021

<b><u>Mandatory at the time of Submission of the Application</u></b>	
Each registered project will automatically receive on the portal a predefined <u>Applicant Statement</u> document which the Applicant must read and agree to.	
<b>Application Documentation</b>	<b>To be submitted in</b>
Business Plan	IF online application portal
Project Budget	IF online application portal
Project Presentation	IF online application portal
<b>Environmental Management Documentation</b>	<b>To be submitted in</b>
Environmental Screening Questionnaire (ESQ) (signed)	IF online application portal
<b>CVs of Key Personnel Engaged on the Project</b>	<b>To be submitted in</b>
CVs of the key personnel engaged in the project – maximum 5 CVs (in English)	IF online application portal
<b>Financial Documentation</b>	<b>To be submitted in</b>
Financial statements of the Company for the previous business year, if applicable	IF online application portal

**REMINDER: Please do not forget to click the “SUBMIT” button on the IF Portal in order to officially submit your project before the expiration of the deadline for the public call as defined by the Innovation Fund.**

<b><u>At the Time of Project Evaluation (only when requested by IF)</u></b>	
<b>Additional Documentation</b>	<b>To be submitted in</b>
Other (only when requested)	IF online application portal
<b><u>Prior to Signing of the Financing Agreement (if Financing is Approved)</u></b>	
<b>Additional Documentation</b>	<b>To be submitted in</b>
Environmental Management Plan (EMP) (where applicable and only when requested)	IF online application portal
Proof that the Awardee is listed in the Register of Bidders at the Serbian Business Registers Agency	IF online application portal
Bank Agreement on opening project bank account	IF online application portal
Other (only when requested)	IF online application portal