

# CHECKLIST FOR PAYING DECISION

Name of the Inspector:

Name of the Project:

Applicant:

Period:

1. Is the application signed by authorized person?

2. Has the promoter established a proper accounting system for the project?

3. Have the costs related exclusively to the period of the project?

4. Do the costs belong to the project and are paid, or is this an advance payment?

5. Are there ineligible costs?

6. Are the costs paid after the budget?

7. Are the purchase costs of equipments less than 50 %?

8. Are the overheads based on real costs which relate to the implementation?

9. Are the executions of operations subject to the competitive tendering?

10. Have the part-time workers kept proper time sheets?

11. Are the contributions paid by other private ja public co-financing?

12. Are all the contributions paid after the financing table?

13. Are there any receipts; are they subtracted from the eligible expenses?

14. Is VAT the promoter's final cost and eligible?

15. Have they delivered interim / final report and the minutes of the steering committee?

16. Have they delivered the final application for paying ja report within the deadline?

17. Have they followed the Commission Regulation on information and communication?

Regarding the checklist further settlements are needed as follows:

Other comments:

Date and signature:


<b>OK</b>	<b>Comment</b>
<b>project?</b>	

--	--

<b>ce paying?</b>	
-------------------	--

--	--

--	--

--	--

**ntation of the project?**

**ng procedures?**

--	--

**bodies recorded?**

--	--

<b>nditure?</b>	
-----------------	--

--	--

<b>earing group?</b>	
----------------------	--

**n the time limit?**

<b>nd publicity?</b>	
----------------------	--

--	--

--	--

--	--

--	--