# STRENGTHENING FEMINIST MOVEMENTS GRANTMAKING PROGRAMME

## CALL FOR APPLICATIONS 2021-22

### CHECKLIST

### List of Required Documents to be Submitted along with the Proposal and the Budget

#### Individuals:

* CV (max two pages)

#### Organisations:

* Organisation Registration document (most recent)
* Audited statement of accounts of the last three years (please ensure you include the audit opinion page signed by the auditor)
* Annual/Programme reports for the past three years
* Approval document to receive foreign funds, if applicable in your country (most recent)
* Tax Exemption Certificate/Document, if applicable in your country
* Institutional policies (e.g., anti-sexual harassment policy, data protection policy, grievance policy, diversity policy, safeguarding policy, etc). Please send all relevant policies you have.

An explanation must be provided in the application form if any of the above cannot be submitted.

#### IMPORTANT:

All the required documentation must be submitted in English.

1. If any of the required documentation are in a language other than English, you will need to:
   1. Provide a translated and attested copy of the same document in English.
   2. Have the document attested by an authorized officer certifying the authenticity of the document. (The certifying statement should be made in English). This means that if your certificate of registration is in another language, the same should be stamped by an authorized officer stating, ‘I hereby certify this document is the registration of [organisation name]’.
2. If the audited report is in language other than English, at a minimum the following pages should be translated into English: Auditors’ Opinion, Balance Sheet, and Income Statement.