

# Checklist for applications to Ekhagastiftelsen



I have downloaded the checklist



The budget consists only of direct project related costs and no prohibited indirect/overhead-cost or unapproved expense categories. See budget instructions for more information.



For applications from outside Europe or North America: The project has a cooperation with a Swedish institution that is involved in the research. This research cooperation is described in the project description.



The relevance of the project with respect to the aims of the foundation is clearly described both in the application form and in the project description.



The amount applied for is reasonable considering Ekhagastiftelsens funds available for grants. See more information under heading *Amount that can be applied for* in the application instructions.



The budget summary in the application form is stated in SEK (Swedish Krona). It is ok to do the budget in the project description in other currency provided that a budget summary in the project description is made in SEK.



Application form and project description contain information about grants received as well as finds applied for from other organizations.



Project start is planned for a date after decisions on grants have been taken (usually September-October). How could otherwise a project be started without financing?



The application form contains mailing address to the contact person and managing body. E-mail address is not enough.



Project description is sent as one single PDF-file.



Application data sheet is sent as an Excel-file in Excel-format (.xlsx or .xls).



A signed application form is sent by regular mail to Ekhagastiftelsen.



For signed application form sent by courier: Ekhagastiftelsen has been contacted to receive a courier delivery address at least one week before application deadline.