

**LIST OF SUPPORTING DOCUMENTS TO BE SUBMITTED
FOR PARTNERS¹**

1. For eligible **Albanian NGOs**:

- a. A true copy of the constitution of the organization and a copy of the court registration of the NGO as applicable;
- b. A true copy of the Statute of the NGO;
- c. True copies of the annual financial statements of the organization for the 2017-2018 and 2018-2019 years certified and bearing the stamp by the pertinent Regional Tax Directorate; complemented by a report listing all financial sources and contributions, including government contributions for the same period of years (2017-2018 and 2018-2019) certified by the legal representative of the NGO with his/her signature and stamp in wet-ink original;
- d. Clearance from the Regional Tax Directorate that certified that the NGO has not pending fiscal and social insurance obligations, issued no earlier than October 31st 2019;
- e. An official VAT document (i.e. “NIPT”).

2. For **Italian Regions and Local Authorities**:

- a. An official VAT document (i.e. “codice fiscale” or “partita IVA”);
- b. A copy of the Statute whenever foreseen by the relevant official establishment Acts;
- c. An official VAT document (according to the pertinent Italian legislation).

¹ These requirements are based on this Call for Proposals as per the eligibility criteria (see paragraph 3.1.2.) and eligibility verification (see paragraph 3.3.2.)

3. For eligible **Italian Non-Profit organisations**:

- a. A true copy of the Constitutive Act of the organization, certified by the legal representative declaring that the Constitutive Act complies with its original, enclosing a photocopy of the identity card of the legal representative (as per attached “autocertificazione”);
- b. A true copy of the Statute, certified by the legal representative declaring that the Statute complies with its original, enclosing a photocopy of the identity card of the legal representative(as per attached “autocertificazione”);
- c. An official VAT document (i.e. “codice fiscale” or “partita IVA”).

4. For **International Organisations** ⁽²⁾:

- a. A copy of the resolution, law and/or by-laws, decree or decision establishing the Entity in question; or, failing that, any other official document attesting to the establishment of the Entity according to the Intergovernmental agreements and/or acts;
- b. A copy of the Statute whenever foreseen by the relevant official establishment Acts;
- c. An official VAT document (if applicable).

² International organisations are international public-sector organisations set up by intergovernmental agreements as well as specialised agencies set up by them; the International Committee of the Red Cross (ICRC) and the International Federation of National Red Cross and Red Crescent Societies, European Investment Bank (EIB) and European Investment Fund (EIF) are also recognized as international organizations (as defined by Article 43 of the Implementing Rules to the EC Financial Regulation)

SU CARTA INTESATA DEL SOGGETTO SENZA FINALITÀ DI LUCRO

Dichiarazione sostitutiva di certificazione e d'atto notorio atto costitutivo / statuto

Da apporre in calce al documento riprodotto in copia conforme

(art. 47 del D.P.R. 28 dicembre 2000, n. 445 - Testo unico delle disposizioni legislative e regolamentari in materia di documentazione amministrativa)

Oggetto: Presentazione della copia conforme dell'Atto costitutivo / Statuto della _____, organizzazione in allegato alla proposta di progetto presentata al Programma Italo Albanese di Conversione del Debito, in qualità di organizzazione partner

Il/la sottoscritto/a nato/a a il
residente a Via in qualità di legale
rappresentante dell'organizzazione, ai sensi e per
gli effetti dell'art. 46 del D.P.R. n. 445 del 28.12. 2000, sotto la propria responsabilità e
consapevole delle sanzioni penali previste dall'art. 76 del D.P.R. n. 445/2000 per le
ipotesi di falsità in atti e dichiarazioni mendaci ivi indicate e, informato su quanto
previsto dall'art. 10 della Legge n. 675/1976:

DICHIARA

che il presente documento, ovvero l'atto costitutivo / lo statuto, composto da n. pagine
....., **è completo ed in copia conforme all'originale**, così come richiesto dalla
normativa di riferimento.

Si allega copia fotostatica del seguente documento di riconoscimento:

Passaporto/Carta di identità n. rilasciato/a da..... in data
.....

Luogo, Data

Firma del dichiarante (per esteso e leggibile)
e timbro (in originale)