

ANNEX No. 3

**PROPOSAL TO BE SUBMITTED, DULY SIGNED BY THE LEGAL REPRESENTATIVE OF THE PROPOSING ORGANISATION
TOGETHER WITH THE APPLICATION OF WHICH IT IS AN INTEGRAL PART**

§1. RESPONSIBILITY - The proposing organization that signs this application is solely responsible to the CEI for the success of the scheduled activities.

§2. DURATION - The partner organization declares that the activities financed by the CEI may continue also after the support of the CEI.

§3. CO-FINANCING - In the case of co-financed projects, the CEI cannot accept the application if the other funders will not have also committed to the sum that they are entitled to.

§4. VARIATION OF OBJECTIVES, CONTENTS AND PURPOSE - In case of variation of objectives, contents and purpose of the approved project or of a part of it, partial realization of the financed activities, incomplete rendering of accounts, the CEI reserves the right to suspend the disbursement of the planned quotas.

§5. INCREASE REQUEST - An increase in project financing may not be requested, during execution or at the end of it.

§6. DELAYS - Each delay in the start of activity foreseen by the project that exceeds 3 months (from the receipt of the financing remittance) must be motivated and promptly communicated to the CEI which will examine, case by case, whether the matured bank interests will have to be invested in the same project or deducted from the successive installment.

§7. QUOTAS - the remittance of the installments subsequent to the first one will be made only after the presentation, verification and approval by the Service, of a complete rendering of accounts and based on a specific request (see guide to the presentation of accounts). The CEI reserves the right to verify the project on the spot.

§8. REPRESENTATIONS OF ACCOUNTS - The accounts must be complete (see guide and modules of the account rendering) and signed by the person in charge of the project.

§9. DOCUMENTATION - The proposing Organization undertakes to keep the original documents supporting the expenses (invoices, receipts, etc.) and to attach the copies to the rendering of accounts. The proposing Organization is aware that the CEI reserves the right to request the reimbursement of unjustified expenses. Expenditure documents will be registered in the name of the proposing Organization. The proposing Organization, in the event that it wishes to use a third party for the development of all the activities or a part of them, undertakes to request preventive authorization from the Service and to provide a copy of the

financing transfers, or part of the same, to such a subject. Third parties to be authorized by the Service to carry out the activities have to comply with the requirements indicated in the Applicative Regulations.

§10. CANCELLATION OR CESSATION OF THE ACTIVITY - In the event of impossibility of carrying out the project (or part of it), the unused financing, including any matured interest, must be immediately returned to the CEI. In the event of cessation of activities by the partner Organization, it undertakes to transfer, free of charge, to the local Diocese the ownership of what was financed by the CEI (structure, teaching material, equipment, instrumentation, utensils, machinery, etc.).

§ 11. REFERENCE - The proposing Organization undertakes to officially declare that the funds come from the Catholic Church, which allocates part of the eight per thousand of the total income IRPEF for charitable interventions in favor of the Third World.

§ 12. INFORMATION AND AUTHORIZATION - The proposing Organization, according to current regulations (Legislative Decree June 30, 2003 n.196; CEI decree of October 20, 1999) after reading the information attached hereto, authorizes the Secretariat General CEI to process its own data for use connected to the purposes of the procedure and to be communicated to Entities and organizations that cooperate in carrying it out. The proposing Organization also authorizes that the data itself be communicated to other Entities to be used for informative and promotional purposes relevant to the activities carried out by the CEI General Secretariat.

Place

Date

Bishop's name and signature

Seal

Title of the person who signs:
