**SOURCE AND DISPOSITION STATEMENT**

**NPN-STEPPING OUT**

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| **GRANT RECIPIENT (= applicant)**Name:        Authorized representative:      Address (street, postal code, city):      Tax number:      Telephone number:      E-mail address:       |

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| **GRANT PROJECT**Title of the project:      Application number (if known):      Field of support:       Project duration:      Venue and date of the event:       |

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| **MANDATORY ANNEXES – via mail and e-mail**1. Numerical proof of use of funds: signed income and expenditure statement documenting the entire project from the beginning to the end (not just the NPN grant), including receipts list. (Click [here](https://www.jointadventures.net/fileadmin/user_upload/ja/texte_formulare_en/npn_step_forms/NPN_Step_Zahlenmaessiger_Nachweis_EN.xlsx) to download.)
2. Proof of cashless own means
3. Report: max. 1 DIN A4 page
4. Proof of publication: 1 copy of each publication (press releases, program booklets, evening programs, posters, flyers, website, newsletter, trailers, press photos, etc.)
5. Evaluation form (Click [here](https://www.jointadventures.net/fileadmin/user_upload/ja/texte_formulare_en/npn_step_forms/NPN-Step_Evaluierung_EN.docx) to download.)
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I affirm/We affirm that the information given in the source and disposition statement corresponds to the actual costs. The expenses were necessary. The procedure was economical and frugal. I/we can prove all costs mentioned with original receipts. The original receipts can be inspected for verification purposes in accordance with the funding agreement.

City, date:      ,

Legally binding signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_