



# CHECKLIST

<b>Name of School</b>	
<b>EMIS no</b>	
<b>District</b>	
<b>Short Description of Proposed Project</b>	

<b>Checklist (Circular 0018/2024)</b> <i>Please tick the appropriate block</i>	✓	✓ <i>For office</i>	<i>Comment/Notes</i>
Application Letter of proposed project			
Comprehensive Project Plan			
Copy of signed SGB Meeting Minutes			
Professional, structural drawings			
Site Plan			
Lease Agreement			
Memorandum of Understanding/Agreement			
Details of Funder/Donor/Sponsor			
WCED Funding Approval letter			
Approval from CM/District			
Approval of Loan Agreement (District)			
Motivation for work already completed			
Single line diagram drawings (Solar Panels)			
Engineers report			
SANS form 2- Engineer's details			
Solar Panels: <ul style="list-style-type: none"> <li>➤ current supply capacity. Eg 100 kVA - 150 A 3-phase.</li> <li>➤ number of supplies to the erf.</li> <li>➤ generation capacity (kWp), Battery Size and estimated annual production in kWh.</li> </ul>			

Compiled By: (school)		Checked by (WCED)	
Date:		Date:	