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| **Actions** | **Check (Y/N)** | **Comments** |
| Meet the Single Market Programme (SMP) objectives  |  |  |
| Be linked to the Annual Union Work Programme, EU Legislation or other possible policy documents |  |  |
| Mention objective and verifiable criteria that will allow DG GROW assess that the deliverables/outcomes have been effectively met  |  |  |
| Mention what are the expected deliverables/outcomes/risks following the template designed by FA |  |  |
| Clear project breakdown structure (Work package/Tasks) |  |  |
| Deliverables for each WP |  |  |
| Risks identified and mitigation proposed |  |  |
| Gantt Chart provided  |  |  |
| Detailed expected budget (resources + travels + others)  |  |  |
| Identify and list if other stakeholders involved (RBs, EC DGs, SDOs, etc.) |  |  |