|  |  |
| --- | --- |
| Ref. Number |  |
| (*EU PRO only*) | |

**GRANT APPLICATION FORM**

*Please, fill in* ***electronically only.*** *Please expand the boxes as per need.*

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| **THE APPLICANT** | | | | | | | | | |
| Legal name of the lead organisation | | |  | | | | | | |
| The Municipality of | | |  | | | | | | |
| Legal name of the partnership organisation(s) <*if applicable*> | | |  | | | | | | |
| Contact information of the lead organisation | | | Address: | | | | | | |
| Telephone: | | | | | | |
| Email address: | | | | | | |
| Internet page: | | | | | | |
| Founded on (date): | | | | | | |
| Registry Number (*matični broj*): | | | | | | |
| Tax Identification Number (*PIB*): | | | | | | |
| Name of legal representative of the organisation (the person authorized to sign the contract) | | | Name: | | | | | | |
| Position in organisation: | | | | | | |
| Home address: | | | | | | |
| Telephone: | | | | | | |
| Mobile phone: | | | | | | |
| E-mail address: | | | | | | |
| Contact information of the partner organisation(s) | | | Address: | | | | | | |
| Name of the responsible person: | | | | | | |
| Telephone: | | | | | | |
| E-mail address: | | | | | | |
| Internet page: | | | | | | |
| **Organisation's mission:** | | | | | | | | | |
| **Main areas that the Lead Organisation has been working in in the last +3 years (please, select only three):** | | | | | | | | | |
| Human and Minority rights | |  | | Gender Equality |  | | Other:  1.  2.  3. | | |
| Social inclusion and protection of excluded groups | |  | | Refugee and Migrant Crisis |  | |
| Inter-ethnic relations | |  | | Public advocacy and policy |  | |
| **Please list the main projects completed or being carried out during the last two years (if any)** | | | | | | | | | |
|  | | | | | | | | | |
| **Please indicate grants obtained from the state or international institutions during the last two years (if any), by providing following information: value of grant, name of donor and objective of the project** | | | | | | | | | |
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| **Please list and elaborate at least two projects relevant for the Call that your organisation implemented in the last 3 years (one page max.)** | | | | | | | | | |
|  | | | | | | | | | |
| **Human Resources Engaged on the Project** | | | | | | | | | |
| Name | Position in the project team /In charge of | | | | | Representing the organisation <*for partnership projects only*> | | Full-time | Part-time |
|  |  | | | | |  | |  |  |
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| **Project Summary (max one page)** | | | |
| **Project Title** |  | | |
| **Project duration** | Total of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ months | | |
| **Target municipality/ies** |  | | |
| **Scope of the Action** *<Please refer to the Call for Proposals document>* | LOT number: | | |
| The eligible activities under the Call that the project is addressing: | | |
| **Budget in Brief**  **(in RSD)** | EU PRO | Co-financing <if applicable>  *(no in-kind contributions, please)* | TOTAL |
|  |  |  |
| **Objectives of the Project** | Overall objective:  Specific objective(s): | | |
| **Target group(s)**[[1]](#footnote-1)*<which and estimated number)* |  | | |
| **Final beneficiaries**[[2]](#footnote-2)*<who and estimated number)* |  | | |
| **Main activities** |  | | |
| **Estimated results** |  | | |
| **Description of the Project (max 14 pages)** | | | |
| **Context and Problem Analysis**  *(What problem will you address? Why is its addressing important for the community? Please be specific and back it with available and relevant data. Please provide linkage with the relevant national/local strategies and action plans and elaborate how it will contribute to their implementation? Max two pages)* |  | | |
| **Relevance of the project to the Call for Proposals**  (*Please identify which of the key thematic areas of the Call the project is addressing and briefly explain how? Max one page)* |  | | |
| **Target group**  (*Who is your target group? How will you address their needs and how will they benefit from the project? How will you identify and select beneficiaries of the project? How many beneficiaries will be directly included in the project? Who and how many people will indirectly benefit from the project?* *Max one pages*) |  | | |
| **Objectives of the project**  *(What is the overall objective and what are specific objectives of the project)* |  | | |
| **Details on partnership – *if applicable***  (*Description of roles and responsibilities of each partner, operational modalities, financial responsibilities and contributions. Additional agreement on partnership stipulated in the Call must be submitted with the application. Max half a page)* |  | | |
| **Project Implementation Strategy**  *(Describe how your project is going to address the problem, what activities are planned and how these activities are going to contribute achievement of the project objectives. Elaborate role and participation in the action of the actors and stakeholders necessary to carry on the action. What are the main means required for the implementation of the action? Does the proposal address any good governance and/or gender equality aspects? Maximum five pages.)* | *<Description>* | | |
| | Month | Activity Description | Responsible person/organization | | --- | --- | --- | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | | | |

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| **Outputs, outcomes, impacts and indicators of success**  *(Please list here what outputs and outcomes/results your project will achieve and what indicators will be used to substantiate the claims. Max 3 pages)* | Outputs:  1.  2.  3.  4. ... |
| Outputs’ indicators:  1.  2.  3.  4. … |
| Outcomes:  1.  2.  3.  4. ….. |
| Outcomes’ indicators:  1.  2.  3.  4. ….. |
| Impacts:  1.  2.  3.  4. …… |
| Impacts’ indicators:  1.  2.  3.  4. …. |

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| **Project Sustainability and Risks**  *(Detail how do you plan to secure sustainability of the project after the implementation ends? What are possible risks which could threaten project’s implementation and sustainability and how do you plan to address them?)* |  |

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| **Evaluation Strategy**  *(A proposal for evaluation strategy, with outlined set of indicators.)* |  |

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| **Signature** | |
| **Full name of the Authorised Signatory** |  |
| **Title of the Signatory in the applicant organisation** |  |
| **Date** |  |
| **Stamp** |  |

1. “Target groups” are the groups/entities who will be directly positively affected by the project at the Project Purpose level [↑](#footnote-ref-1)
2. “Final beneficiaries” are those who will benefit from the project in the long term at the level of the society or sector at large. [↑](#footnote-ref-2)