## Annex B. APPLICATION FORM

*Please complete the application form according to the guidelines included regarding each section. Applications that do not follow the given format might be disqualified.*

**I. General Information**

|  |  |
| --- | --- |
| Title of the project | *The title of the project should be short and concise and should be linked to the project objectives and/or activities* |
| Target project area | *The area where the project will be implemented* |
| Beneficiaries | *Include approximately the number of direct and indirect beneficiaries.*  *# direct beneficiaries……………………….*  *# indirect beneficiaries……………………..* |
| Applicant(s):  Name:  Contact information:   * Postal Address * Telephone/Fax * E-mail * Webpage |  |
| Total estimated budget | *Include the amount in ALL* |
| Proposed implementation period | *dd/mm/y- dd/mm/y* |

**II. PROJECT PROPOSAL**

**Please provide the description of the proposed project, including all information requested in the text below.**

* 1. **Please explain why this project is necessary for the selected area(s)?**

*Indicate any community needs or challenges that the proposed initiative intends to contribute?* *(*max *300 words)*

* 1. **Describe the profile of the target group by indicating the expected number of final beneficiaries**

*(*max *100 words)*

* 1. **State overall and specific objective(s) of the project**

*Explain what will change in your community in relation to the problem described if you implement this project, and how will the implementation of the project will improve the position of the target groups/local community (max 200 words)*

* 1. **What activities are you planning to implement in order to achieve the results and objective(s) of the project**

*Provide a brief description of project activities with the relevant timeframe (max 400 words) Add as many rows as needed.*

|  |  |  |
| --- | --- | --- |
| *Activity* | *Description of activity* | *Proposed timeframe*  *dd/mm/y- dd/mm/y* |
|  |  |  |
|  |  |  |
|  |  |  |

* 1. **Explain how will the organization evaluate and monitor the activities***?*  (*max 200 words)*
  2. **What are the expected results of the project?** (max 200 words)
  3. **Explain how the project ensures gender inclusiveness /sensitivity** *(max 150 words)*
  4. **Explain how the proposed activities demonstrate contribution towards sustainability** *( max 150 words)*
  5. **Provide a *brief description of your organization, highlighting how the proposed community-based initiative aligns with the organization’s mission and previous experience.***

*Please provide a shortlist of initiatives and projects in the last years which are related to the RfP themes (max 300 words)*