Annex B – Application form for the project proposal

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| **Applicant Name** |  |
| **Title of the Project Proposal** |  |
| **Budget** | Budget, amount requested from SGS.  Please fill in the budget form in the Annexes Chapter |
| **Project area** | **Determine** which is the municipality / region where the action will occur |
| **Duration of the project** | Note that the project implementation will take place for a minimum of 4 months and max. 8 months |
| **Working group** | Determine the names of the working group that will implement the project and their role in the implementation of this project (also attach their CVs) |
| Problem identification. Description of the situation and project justification.  (Needs analysis / problems treated from this project)) | **Problem identification** must be concise andinclusive. Briefly explain what the problem to be solved or reduced is. Please give the necessary details about the specific situation on the area.  (Max. 1 Page) |
| **Purpose** | **Purpose** (Goal of the project, what are you going to achieve with his project)  (Max. half page) |
| **Objectives** | **Objectives** (Must be specific, realistic, be measurable in time. Should not be included more than two objectives and must correspond with the call objectives). (Max. half page) |
| **Methodology** | Explain briefly and clearly, the way the project is going to be implemented: steps, tools, resources, tools, partnerships, involvement of beneficiaries / target groups etc.  (Max. 1 Page) |
| **Planned activities** | **List and explain** the main activities you think to implement in order to achieve the objectives.  (Max. 1 Page) |
| **Expected results** | The project implementation foresees to achieve these results:  (Max. 1 Page)  **Note** that the results must correspond to the objectives of the project also to be realistic and concrete. |
| **Partners and their role. How will you include other interested groups, NGOs, universities, media, etc.)** | **Note** that the partners’ role must correspond to the objectives of the project and the collaboration should affect the achievement of expected results of the project.  (Max. half page) |
| **Beneficiaries (target groups)** | Determine who will benefit from this project implementation.  *(Max. half page)* |
| **Risks / Obstacles** | What are the predictable risks during the project implementation?  How will you resolve them?  How will you assure and maintain the impact of the project after its implementation?  *(Max. half page)* |
| **Gender balance** | How will you ensure a gender balance (equal participation)?  *(Max. half page)* |

**This proposal is submitted with approval and on behalf of [the applicant]:**

**Name and signature of the NGO representative:**

**Position:**

**Date:**