**Grant Category 1: Expanding Civil Society Engagement**

**in Open Governance Reforms and OGP Processes**

**Annexe 1**

**APPLICATION**

**I. REGISTRATION INFORMATION**

|  |  |
| --- | --- |
| **Short Name of the Project** |  |
| **General budget of the Project (in EUR)**  *Please note: the budget is filled in a separate form in Excel (Annexe 2) and attached to the Grant Application.* |  |
| **Period of implementation of the Project** |  |
| **Name of the Organisation according to the constituent documents** |  |
| **Legal form of the Organisation** |  |
| **Registered address of the Organisation** |  |
| **Mailing address of the Organisation** |  |
| **Contact telephones, e-mail, the Organisation's website (if available)** |  |
| **Name and contact information for the Head of the Organisation** |  |
| **Name and contact information for a point of contact for the Project** |  |

Signatures certify:

* the obligation of the organisation to submit truthful information in the application;
* compliance of the application and organisation with the announced conditions of the Competition.

Signature of the Head of the Organisation:

Date:

**ІІ. APPLICATION FORM**

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| **Summary** | | | |
| **Description** | *Write a short description of the Project (in English), including its purpose. What is your big idea? Why is it important and necessary in your given context? (250 words max)* | | |
|  |  | | |
| Number of words: |  | The maximum number of words is 250 |
| **Applicant organisation** | | | |
| **About the Organisation** | *Describe the mission of the Organisation. What is its biggest achievement up to date? List the latest grants received, indicating the donor (not more than 5). Briefly explain how the Project is related to the mandate/mission of the Organisation and its management’s capacity to implement it. Briefly explain if the Organisation has had any previous experience engaging with OGP in-country processes.* | | |
|  |  | | |
| Number of words: |  | The maximum number of words is 250 |
| **Partners** | *Describe what partners, if any, the Organisation will work with while implementing the Project. Describe any mutual agreements to date.* | | |
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| **Description of the Project** | | | | | | | | | | | | | | | | |  |
| **Relevance** | *Describe how the Project is relevant to the Call for Proposals. Please include information on specific themes or policy areas the work will focus on, and the approach to expanding civil society engagement and building cross-sector partnerships.* | | | | | | | | | | | | | | | |  |
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| **Theory of change** | *Describe how the Project will positively impact the OGP process or plan in your country?* | | | | | | | | | | | | | | | |  |
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| **Objectives** | *Indicate the specific objectives the Organisation plans to achieve with the Project, in relation to the Call for Proposals, and your approach/methodology for meeting these objectives.* | | | | | | | | | | | | | | | |  |
|  | Objective 1:  Objective 2:  …  Objective n: | | | | | | | | | | | | | | | |  |
| **Expected results (outputs)** | *Describe the short-term results of the Project (quantitative and qualitative results that will be achieved at the time of the Project)* | | | | | | | | | | | | | | | |  |
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| Number of words: | |  | | The maximum number of words is 150 | | | | | | | | | | | |  |
| **Context and challenges** | *Describe the context in which you operate, specific problems you expect to address, and the challenges to date in addressing these problems.* | | | | | | | | | | | | | | | |  |
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| Number of words: | |  | | The maximum number of words is 100 | | | | | | | | | | | |  |
| **Approach to addressing challenges** | *Explain how you will approach the above-mentioned challenges.* | | | | | | | | | | | | | | | |  |
|  |  | | | | | | | | | | | | | | | |  |
| Number of words: | |  | | The maximum number of words is 150 | | | | | | | | | | | |  |
| **Target audience** | *Write who is the target audience of the Project? How will the Project reach the target audience? Please specify for each target audience in case of multiple ones.* | | | | | | | | | | | | | | | |  |
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| **Activity plan** | *Divide the activities of the Project into separate stages, which should be presented in a logical sequence, and reflect the whole set of planned activities according to the following scheme. Briefly describe specific content of the activities, as well as other products and activities.* | | | | | | | | | | | | | | | |  |
| **Event / activity** | | **Brief description** | | **Month of implementation**  *Projects may be 4-12 months in duration* | | | | | | | | | | | | |  |
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| **Communications approach** | *Indicate the methods of disseminating information about the implementation of the Project and its results among the target audience, general public and beneficiaries. What is the behavioural and perception transformation the Project is targeted at?* | | | | | | | | | | | | | | | |  |
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| Number of words: | |  | | The maximum number of words is 150 | | | | | | | | | | | |  |
| **Risks** | *Describe potential external and internal risks (political, economic, organisational etc.) that may interfere with the achievement of the Project results, as well as the Organisation's planned activities to reduce their negative impact (acceptance, avoidance, control, transfer, monitoring).* | | | | | | | | | | | | | | | |  |
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| Number of words: | |  | | The maximum number of words is 150 | | | | | | | | | | | |  |
| **Additional information** | **Will the Project have an impact on the environment?**   |  |  |  |  | | --- | --- | --- | --- | | ☐ Yes | ☐ No | Explain response in brief: |  | | | | | | | | | | | | | | | | |  |
|  | **Will the Project have an impact on the promotion of gender equality and equal opportunities in society?**   |  |  |  |  | | --- | --- | --- | --- | | ☐ Yes | ☐ No | Explain response in brief:: |  | | | | | | | | | | | | | | | | |  |
|  | **Will the Project affect people with disabilities and minority rights?**   |  |  |  |  | | --- | --- | --- | --- | | ☐ Yes | ☐ No | Explain response in brief: |  | | | | | | | | | | | | | | | | |  |
|  | **Will the Project have an impact on internally displaced persons?**   |  |  |  |  | | --- | --- | --- | --- | | ☐ Yes | ☐ No | Explain response in brief: |  | | | | | | | | | | | | | | | | |  |
| **Additional information** | *If your proposal envisages engaging underrepresented groups, marginalised groups, women’s organisations and organisations representing vulnerable communities local/grassroots actors, explain how you will approach them.* | | | | | | | | | | | | | | | |  |
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| Number of words: | |  | | The maximum number of words is 150 | | | | | | | | | | | |  |