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| **logoEOG** | **fsb_logo_100x075** | **PFDM_LOGO** |

**Citizens for Democracy. Program for non-governmental organisations**

**APPLICATION**

**Seed money for development of bilateral partnership projects**

*Applications can be submitted from September 1, 2013 untill September 1, 2014 to the following address:* [*bilateral@batory.org.pl*](mailto:bilateral@batory.org.pl)*.*

|  |  |
| --- | --- |
| Date of submission [*dd/mm/yyyy]* |  |
| Thematic area |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **1. Applicant details** | | | |
| Full name |  | | |
| Address:City /town/ village |  | | |
| Street, number |  | | |
| Zip code |  | | |
| Region |  | | |
| Country |  | | |
| Website |  | | |
| Legal status |  | | |
| Registry number or other relevant |  | | |
| Identification Tax Number |  | | |
| **2. Contact person** | | | |
| Name, Surname |  | | |
| Telephone |  | | |
| E-mail |  | | |
| **3. Applicant characteristics** (max 1200 characters)   * *What is the scope of your activity, what are your competences and experience?* * *Currently, what are your main fields of activity and projects?* * *What are your target groups/ addressees of your activities?* * *What is the territorial scope of your activities?* * *Is there anybody in your organization able to communicate with your potential partner in English or any other language?* | | | |
|  | | | |
| **4. Justification for the bilateral partnership project** (max 3000 characters)   * *Which thematic/systemic area will the partnership project prepared with the Polish NGO relate to?* * *What issue(s)/problem(s) would you like to tackle in a partnership project implemented together with Polish NGO and why?* * *What is the Partner’s role in your project? Why is the Partner needed? What are the Partner’s competences, experience, resources for this project?* | | | |
|  | | | |
| **5. Activities aimed at development of bilateral partnership project** (max 3000 characters)   * *Do you already have a Partner? If yes, please indicate that. If not, how are you planning to find one?* * *What kind of activities are you going to undertake in order to prepare a partnership project?* * *Who will be participating in the activities aimed at finding a Partner and developing a partnership project?* * *What will be the schedule?* | | | |
|  | | | |
| **6 a. Start date** | | **6b. End date** | |
|  | |  | |
| **7. Budget\***  *Please list all the planned costs and the calculation method. The costs should be stated in EUR (in round figures). All the costs listed in the budget should be justified in the activities’ description. It is not necessary to fill out all the budget lines. Please find an example below.* | | | |
| ***What/ Activity*** | | | ***Amount*** |
| **1. Travel costs** | | |  |
|  | | |  |
| *(Insert a row if needed)* | | |
| **2. Meeting-related costs** | | |  |
|  | | |  |
| *(Insert a row if needed)* | | |
| **3. Other costs** | | |  |
|  | | |  |
| *(Insert a row if needed)* | | |  |
| **TOTAL** | | |  |

|  |  |
| --- | --- |
| **8. Requested grant amount** (no higher than 12 000 Euro) |  |

**\*Budget example:**

|  |  |
| --- | --- |
| ***What/Activity*** | ***Sum*** |
| **1. Travel costs** | 1700 EUR |
| i.e. Trip to Norway  Flight tickets: 2 persons x 500 EUR = 1000 EUR  Accommodation: 2 persons x 2 days x 100 EUR = 400 EUR  Allowance: 2 persons x 3 days x 50 EUR = 300 EUR |  |
| **2. Meeting-related costs** | 500 EUR |
| i.e. Meeting with Norwegian NGO  Room rental: 2 days x 150 EUR = 300 EUR  Expert fees: 2 experts x 100 EUR = 200 EUR |  |
| **3. Other costs** | 500 EUR |
| i.e. External expert Fee: 10 h x 50 EUR = 500 EUR |  |