APPLICATION FORM

**As part of the Action:**

“Furthering Gender Equality through the EU Accession Process”

**funded by the European Union and co-funded by the Swedish International Development Cooperation Agency**

**Issued: 28 June 2021**

**Application Deadline: 30 July 2021**

**Submit to:** [**grants@reactor.org.mk**](mailto:grants@reactor.org.mk)

|  |  |
| --- | --- |
| **Contact Information** | |
| **Organization Name:** |  |
| **Address:** |  |
| **Telephone:**  Mobile and land line, if applicable |  |
| **E-mail address:** |  |
| **Responsible person (I):**  Organization’s official signatory |  |
| **Contact of responsible person (I):**  Telephone (mobile and/or land line): |  |
| **Responsible person (II):**  Contact person for the application: |  |
| **Contact of responsible person (II):**  Telephone (mobile and/or land line): |  |

|  |  |
| --- | --- |
| **Bank Details** | |
| **Name of Account Holder:** |  |
| **Account Number:** |  |
| **Name of Bank:** |  |
| **Bank Post Address:** |  |
| **City:** |  |
| **Country:** |  |

|  |
| --- |
| **Focus Area** |
|  |

|  |
| --- |
| **1. Action Title** |
|  |

|  |
| --- |
| **2. Organizational Background (*half a page*)** |
| **2.1 In which year was your organization founded?** |
|  |
| **2.2 What is your experience in relation to this Action?** |
|  |

|  |
| --- |
| **3. What is the mission of your organization?** |
|  |

|  |
| --- |
| **4. What is your organizational structure?** |
| **4.1. How many staff members do you have (both paid and unpaid)?** |
|  |
| **4.2 How many volunteers do you have? How are they involved in your work? How often?** |
|  |

|  |
| --- |
| **5. What is the proposed timeframe for your Action (planned start date and end date)?** |
|  |

|  |
| --- |
| **6. Why do you want to implement this Action?** |
| **6.1 Problem analysis: What are the problems that your action seeks to address?**  Please consult relevant reports and publications (shadow reports, gender analyses, etc.) in your country, and note which problems identified in the respective literature you seek to address. |
|  |

|  |
| --- |
| **7. With whom do you want to work (target group and beneficiaries)?**  Please try to estimate the number of beneficiaries you will aim to have. Please explain briefly how the Action is relevant to addressing their needs. |
|  |

|  |
| --- |
| **8. What is the overall objective (the long-term aim, eventual impact) of your Action?**  Note: consider using or linking it to the overall objective of the Action ‘Furthering Gender Equality through the EU Accession Process’, stated in the Call for Proposals, if relevant for you. |
|  |

|  |
| --- |
| **9. What specific objectives (eventual outcomes) do you aim to achieve through this Action, which will contribute to achieving the overall objective?**  Note:consider using or linking this to one or more outcomes foreseen for the Action ‘Furthering Gender Equality through the EU Accession Process’, stated in the Call for Proposals, if relevant for you. |
|  |

|  |
| --- |
| **10. What immediate results (or outputs) do you expect to achieve during the Action, which will contribute to achieving the above-mentioned outcomes?**  Note:consider using or linking to one or more outputs foreseen for the Action ‘Furthering Gender Equality through the EU Accession Process’, stated in the Call for Proposals, if relevant for you. Please number the results. |
| Result 1:  Result 2:  Result … |

|  |
| --- |
| **11. What activities do you plan to undertake that will lead to the previously mentioned outputs? For each activity, please briefly explain your approach: how you will organize these activities and any methods you will use.** |
| Activity 1:  Activity 2:  Activity 3: |

|  |
| --- |
| **12. How do you plan to monitor and evaluate your Action to see if you achieved your expected results, objective(s), and made any progress towards your long-term overall objective?** |
|  |
| **13. How will you involve your beneficiaries in monitoring and evaluating your action and its results?** |
|  |

|  |
| --- |
| **14. Are you funded by any other donor for this Action? Please list all other current donors, project titles and timeframes (particularly from the EU).** |
| In order to avoid double funding of the same costs, the applicant must indicate the sources and amounts of EU funding received or applied for the same action or part of the action or for its functioning during the same financial year, as well as any other funding received or applied for the same action.   |  |  |  |  | | --- | --- | --- | --- | | **#** | **Donor** | **Project title** | **Timeframe** | | 1. |  |  |  | | 2. |  |  |  | | 3. |  |  |  | | … |  |  |  | |

|  |
| --- |
| **15. Please provide a job description for each staff engaged in this initiative.**  Please make clear the connection between staff engaged in this action and the activities described in point 11 of this application. |
|  |

***This proposal was prepared for Reactor – Research in Action Call for Proposals announced as part of the Action: “Furthering Gender Equality through the EU Accession Process”, funded by the European Union and co-funded by the Swedish International Development Cooperation Agency. By signing this document, the applicant assumes responsibility for the correctness and relevance of the information and data.***

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**[Add name and surname of the legal representative of the organization] Date**

**Title / Position of Representative:**

**Signature of representative**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**[Add name and surname of the second representative] Date**

**[Add title / Position of Representative]**

**Signature of representative**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Timeframe** | | | | | | | | | | | | | | | | | | | | | | | | |
|  | **Month 1** | | | | **Month 2** | | | | **Month 3** | | | | **Month 4** | | | | **Month 5** | | | | **Month 6** | | | |
| **Activities** | **1** | **2** | **3** | **4** | **1** | **2** | **3** | **4** | **1** | **2** | **3** | **4** | **1** | **2** | **3** | **4** | **1** | **2** | **3** | **4** | **1** | **2** | **3** | **4** |
| Activity 1 |  |  |  | X |  |  |  |  |  |  | X |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Activity 2 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Activity 3 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Activity 4 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| ..... |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

**16. Timeframe:** The table below has an example of a work plan for six (6) months, each month divided into four (4) weeks. However, you may use your own template, if you would like. Please complete a work plan for as many months as the planned duration of the action. Once you have added the title of each activity, please mark (with X) the week/month within which the given activity will take place. As an example only, Activity 1 will be held in the fourth week of the first month and in the third week of the third month.