**APPLICATION FORM FOR**

**FUND FOR LOCAL COOPERATION**

**FOR THE REPUBLIC OF MOLDOVA IN 2020**

Date:

Submitted by:

Telephone:

E-mail:

Full mailing address:

Signature of the authoritative representative of the organisation:

**Summary (max 3 pages)**

1. Name of the organisation:

|  |
| --- |
|  |

1. Project/Program title:

|  |
| --- |
|  |

1. Total budget in EUR:

|  |
| --- |
| Requested from the Embassy of Finland:  Organisation’s contribution to the project budget  In kind:  In cash: |

1. Duration:

|  |  |  |
| --- | --- | --- |
| Months: | Start date: (mm/yyyy) | End date: (mm/yyyy) |

1. Overall expected result of the project and spesific results of the project

|  |
| --- |
|  |

1. Main activities related to each result:

|  |
| --- |
|  |

1. Exit strategy. How do you plan to ensure sustainability of the project beyond the grant period?

|  |
| --- |
|  |

1. Target group(s) or beneficiaries:

|  |
| --- |
|  |

1. Possible Partner(s):

|  |
| --- |
|  |

1. Current external funding of the organisation. Please, specify name of the donor, project/core funding, amount, duration (mm/yyyy – mm/yyyy):

|  |
| --- |
|  |

1. If you have submitted this proposal to another donor agency, please specify the name of the donor organisation and date of submission. Please inform the Embassy of Finland immediately in case you receive a positive funding decision from another donor.

|  |
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|  |

**Annexes:**

**Annex 1: Budget form for the draft budget**

**Annex 2: CV of the Project Manager and other focal project staff (max 2 pages per person)**Use the Annex 2 CV template or another template, which includes following points: Name, contact details, 1-3 most relevant jobs, academic qualifications, language skills and other key skills and competencies.

**Annex 1: Budget form for the draft budget**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Activity Description** | **Unit** | **Quantity** | **Unit Cost** | **Total** | **FLC/**  **Embassy of Finland** | **Organisation** | **Percentage of FLC contribution**  **%** |
| **I.** | **Expected Result 1** |  |  |  |  |  |  |  |
| ***I.1*** | ***Activity 1*** |  |  |  |  |  |  |  |
| I.1.1 | Activity 1.1 |  |  |  |  |  |  |  |
| I.1.2 | Activity 1.2 |  |  |  |  |  |  |  |
| ***I.2*** | ***Activity 2*** |  |  |  |  |  |  |  |
| I.2.1 | Activity 2.1 |  |  |  |  |  |  |  |
| … | *add rows if need be* |  |  |  |  |  |  |  |
| **II.** | **Expected Result 2** |  |  |  |  |  |  |  |
| ***II.1*** | ***Activity 1*** |  |  |  |  |  |  |  |
| II.1.1 | Activity 1.1 |  |  |  |  |  |  |  |
| II.1.2 | Activity 1.2 |  |  |  |  |  |  |  |
| ***II.2*** | ***Activity 2*** |  |  |  |  |  |  |  |
| II.2.1 | Activity 2.1 |  |  |  |  |  |  |  |
| … | *add rows if need be* |  |  |  |  |  |  |  |
| **III.** | **Personnel engaged in activities** |  |  |  |  |  |  |  |
| III.1 |  |  |  |  |  |  |  |  |
| III.2 |  |  |  |  |  |  |  |  |
| … | *add rows if need be* |  |  |  |  |  |  |  |
| **IV.** | **Administration costs***\** |  |  |  |  |  |  |  |
|  | (phone, office supplies, financial management) |  |  |  |  |  |  |  |
|  | (audit) |  |  |  |  |  |  |  |
| **V.** | **Other costs** |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| **TOTAL** | |  |  |  |  |  |  |  |

## Annex 2: CV (max 2 pages per person)

**Name SURNAME**

**Contact Details**

Postal address ∙ phone ∙ email address

**CAREER HISTORY (MAX. 3 MOST RELEVANT JOBS)  
  
JOB TITLE**

Employers name - Employment datesWrite abrief paragraph, describing the organisation or company. Explain your role and duties within the organisation.  
 **JOB TITLE 2**

Employers name - Employment datesWrite abrief paragraph, describing the organisation or company. Explain your role and duties within the organisation.

**ACADEMIC QUALIFICATIONS  
  
University/Educational institution name**Here enter the degree you took.   
Here enter the location & date.

*Add items if need be.*

**LANGUAGE SKILLS AND OTHER KEY SKILLS AND COMPETENCIES**

Here write a brief introduction your relevant skills.