**ANNEX 1**

 ***Compulsory Information of the Applicant (a maximum of one page)***

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| FLC Reference no: 2022 | Compulsory information |
| Name of Organisation/ Company. Official status of the organization (include the registration number and date): |  |
| Address of the organisation/ Company |  |
| Telephone (Office and Mobile) Email. |  |
| Director (Signatory of the organization person in charge) |  |
| Thematic focus of the organisation/ company and its key activities |  |
| Relevance of the project to Finland’s Development Policy and to the call focal areas |  |
| Desired impact of the project |   |
| Annual turnover or budget and financial source of the organisation. Also specify the 10% of your own funding allocated to this proposed project |  |
| Reference to previous projects in related fields and of similar size and budget |  |

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| Name | Signature | Date and Place |

 **ANNEX 2**

**Concept Note Outline (a maximum of 3 pages)**

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|  **Summary**  | * Proposed project title
* Summarised key information: sector, key partners, region.
* Strategic approach and proposed results, tentative funding
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| 1. **Stakeholders and beneficiaries**
 | * Stakeholder’s matrix with short narrative. Expected implementing organisation(s)
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| 1. **Project description**
 | * Rationale for launching the project and the proposed modality
* Description of the internal project logic and expected results (impact, outcome and major outputs)
* Scope of the proposed project(e.g. duration, geographic coverage)
* Tentative key milestones
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| 1. **Strategic approach**
 | * Implementation strategy and related actions. Critical issues related to cross- cutting objectives and human rights
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| 1. **Implementation arrangements**
 | * Institutional framework (implementing agency, key partners and their roles)
* Justification for the proposal modality and related programme, management structure, including channelling of funds
* Coordination and cooperation with other stakeholders
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| 1. **Resources and Budget**
 | * Budget estimate
* Initial funding plan
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| 1. **Risk and mitigation measures**
 | * Identification of the main risk affecting successful project
* Implementation and the related mitigation measures
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| 1. **Remarks and recommendations**
 | * Remark on issues to be considered
* Recommendations for further planning
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| **Annexes** | * Relevant Background information not covered in the main identification report
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