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| **Embassy of Finland, Windhoek**  **Fund for Local Cooperation (FLC)**  **APPLICATION FORM** |

**NB.** You may only apply with this form. The form must be **computer-filled, signed and dated.**

The limit for each single question is 4 000 characters with spaces.

To accompany the application form, following attachments are **required**:

* Organisation’s latest annual report accompanied with full financial statements
* The CVs of the project manager and project coordinator or any other relevant key persons
* Project budget in Namibian dollars

The application form and attachments must be sent via email to [sanomat.win@formin.fi](mailto:sanomat.win@formin.fi) and cc’d to [hannele.hupanen@formin.fi](mailto:hannele.hupanen@formin.fi) **latest by Monday, 16 May 2022 at 16:15 local time (GMT/UTC+2). Late applications will not be considered.**

**A. APPLICANT INFORMATION**

1. Name of the organisation:

2. Visiting address: P.O. Box:

3. Tel: Mobile:

4. E-mail:

5. Name and email of project manager/coordinator:

6. Description of the organisation:

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7. When was the organisation founded? What is the registration status of the organisation?

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8. Has the organisation received funding through the Fund for Local Cooperation previously?

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9. Main sources of funding of the organisation, including fundraising and current financing from other donors:

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10. Description of the recent key projects/activities of the organisation:

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| Projects/Activities | Period | Location | Budget (NAD) | Donors/Financing sources |
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**B. PROJECT PROPOSAL**

1. Name and description of the project:

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2. a. Which thematic area does the project contribute to (human rights & equality, youth employment & entrepreneurship, climate resilience & adaptation)?

b. How does the project contribute specifically to the chosen thematic area?

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3. Results chain of the project (impact, outcomes, outputs, baseline): [GUIDE](https://um.fi/documents/35732/48132/results_based_management__rbm__in_finland_s_development_cooperation)

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4. a. List of activities contributing to the outputs of the project

b. implementation plan/timeline of the project (please indicate 12/24 months):

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5. How is the proposed project in line with Finnish development policy and Sustainable Development Goals?

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6. Description of the project team and their responsibilities:

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7. Organisation’s previous experience in the thematic area of the call:

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8. Summary/explanation of the attached budget **in Namibian dollars**:

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9. The amount of applied FLC grant **in Euros**:

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10. The summary of the total proposed financing of the project (if applicable):

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|  | Amount in NAD |
| Financing requested from the Embassy of Finland |  |
| Funds from other sources\* |  |
| Contribution of the organization |  |
| **Total** |  |
| \*Explanation of other sources, if applicable: |  |

11. Plans for project assessment, monitoring and reporting:

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12. Risk assessment and mitigation plan:

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13. Suggested external auditing arrangements:

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**I hereby confirm that all the above information is correct:**

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| Date & Place | Full Name | Signature |
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