## TEMPLATE for project-proposals for small grants

*Any modification of this template’s format is not permitted. The completed form should not exceed 10 pages.*

|  |  |
| --- | --- |
| A. Information on the project applicant | |
| Organisation’s name: |  |
| Registration number: |  |
| Bank account and bank’s name: |  |
| Address: |  |
| Telephone: |  |
| Fax: |  |
| E- mail: |  |
| Webpage: |  |
| Name, surname and position of the project responsible person: |  |
| Name and surname of the project leader: |  |
| Address, telephone, fax and e-mail of the project leader: |  |
| Date of the submission of this proposal: |  |
| Please indicate whether this is a continuation/follow-up of a project from another project within the Wet meadows and pastures program (add contract reference number and project name) or a new project. | |
| This is a new project / follow-up project to (add contract reference number and project name) | |

|  |
| --- |
| B. Project description |
| Project title: |
|  |
| Project summaryPlease provide a short project summary of 300 words maximum. |
|  |
| Conservation target, threats and contextPlease describe the conservation target(s) of your project (habitat, set of species, etc) and the threats that affect it/them. If helpful, please also describe the context, including analysis of social, cultural, economic, political, institutional and/or environmental aspects leading to the identified threats. |
|  |
| Project area: size, map and pictures Provide a brief description of your project area incl. its size in hectares [ha]. Add a map showing the borders of the project area, as well as some pictures to illustrate the situation (if more suitable please submit as Annex). |
|  |
| Main goal(s) and impactDefine the main project goal(s). Please also explain which impact the project will have on the status of the conservation targets and how it will reduce the threats. |
|  |
| Results and activitiesDescribe the results that you want to achieve and the activities, which you need to implement to achieve your results in relation to your goal(s).Describe the exact location & methods you will apply for the implementation of each activity and the means that will be utilized.Provide a number and title for each result and activity and use the same number and title in the budget. |
| EXAMPLE (please replace this with your own information):  **Result 1: A small pond is created**  **Activity 1.1: Earth works to create the pond**  Add a detailed description of the activity here  **Activity 1.2: …..**  **Result 2: Local children are educated about the biodiversity and ecosystem functions of wet meadows and pastures**  **Activity 2.1: 5 excursions for school children are organized**  Add a detailed description of the activity here  **Activity 2.2: …..** |
| 5) Duration:Please use the timeframe at the end of the template to indicate the period of implementation for each activity. |
| 6) Partners and stakeholders:List all local partners and stakeholders you will collaborate with, and their roles and responsibilities in the project. |
|  |

|  |  |
| --- | --- |
| C. Budget: Please use the Excel template, which was provided together with the call, to draft your project budget in Euro. Make sure to use the same numbers and titles for the results and activities in the proposal and the budget. | |
| a) Funds requested from EuroNatur: | (EUR) |
| b) Additional funds that you will provide from other sources (if there is such an intention): | (EUR); add name of the source/donor of co-funding; add brief description of foreseen use of those funds (in relation to project activities described above) |

**PROJECT TIMEFRAME**

*Provide the activities and mark the months when their implementation is planned. The projects may* ***start from 1 January 2020*** *onwards, should have maximum* ***duration of 12 months*** *and should* ***be******completed by 31 December 2021****. The final technical and financial reports must be submitted no later than* ***15.01.2021****.*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Activity**  (please use the same numbers and titles for the activities  as in section “4) Results and activities”) | **2020** | | | | | | | | | | | | **2021** |
| **Jan** | **Feb** | **Mar** | **Apr** | **May** | **Jun** | **Jul** | **Aug** | **Sep** | **Oct** | **Nov** | **Dec** | **Jan** |
| EXAMPLE: 1.1 Earth works to create the pond |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Submission of the final technical and financial report |  |  |  |  |  |  |  |  |  |  |  |  | X |