## 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: |  |
| Organisation’s address: |  |
| Organisation’s telephone: |  |
| Organisation’s e-mail: |  |
| Organisation’s webpage: |  |
| Registration number: |  |
| Bank account: |  |
| Bank’s name: |  |
| Bank’s Address: |  |
| Name, surname and position of the person signing the project contract: |  |
| Name and surname of the project manager: |  |
| Address, telephone and e-mail of the project manager: |  |
| Date of the submission of this proposal: |  |

|  |
| --- |
| 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 (e.g. number and age of school children, 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. Please also add a description of the current situation of the **Covid-19** pandemic and how this might affect your project. |
|  |
| 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 - School gardens are established as places of hands-on learning and environmental education**  **Activity 1.1: Creation and maintenance of the school garden**  Add a detailed description of the activity here  **Activity 1.2: Preparing and implementing the educational content**  Add a detailed description of the activity here  **Result 2 - Awareness for the linkage of sustainable farming practices, biodiversity conservation, ecosystem services and human well-being are raised**  **Activity 2.1: Organize events to raise awareness for local products**  Add a detailed description of the activity here  **Activity 2.2: Promote the school gardens as best practice examples**  Add a detailed description of the activity here |
| 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 November 2020*** *onwards, should have maximum* ***duration of 12 months*** *and should* ***be******completed by 31 October 2021****. The final technical and financial reports must be submitted no later than* ***31 October 2021****.*

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