****

**Proposal Application Form for Local Actions**

Name of Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title of the Action Plan: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

January 2023

**SECTION ONE: APPLICANT INFORMATION**

|  |  |
| --- | --- |
| 1. **Please fill in the relevant information below** | |
| **Name of the applicant** *(grassroots organization or group leader)* |  |
| Organization type |  |
| Registration number (*applicable only for grassroots organisation*). |  |
| How many members are in your team |  |
| 1. **Contact Information** | |
| **Responsible person** *(name, surname and position)* |  |
| Telephone number |  |
| Email |  |
| City and address |  |

**SECTION TWO: PROPOSAL INFORMATION**

|  |  |
| --- | --- |
| 1. **Local Action Description** | |
| 1.1 Intervention area (*should fall under the thematic area presented on the call for application*) |  |
| 1.2 Total amount requested | 1,000 EUR (VAT free) |
| 1.3 Action plan geographical coverage |  |
| 1.4 Duration (*the proposed action plan should be completed within one month)* |  |

|  |
| --- |
| 1. **State the objective that will address the identified issue in your community.** *a. What are the consequences of these issues?*   *b. Who is affected? How are they affected?* |
|  |

|  |
| --- |
| 1. **List activities that you will undertake to achieve the objective** |
|  |

|  |
| --- |
| 1. **Relevance of the Action Plan** 2. *How will your local action respond to the specific gendered, disability, social inclusion, young people, and human rights aspects i.e. (what social groups will be considered within your action plan, please specify each of them?)* 3. *What is your main target group? Please specify them and add concrete numbers that you aim to achieve.* 4. *What is/are immediate expected changes in the community after you implement your action plan?* |
|  |

|  |
| --- |
| 1. **Please state the key stakeholders, their role, and their engagement in your action plan. If this is foreseen, clearly describe their engagement.** |
|  |

|  |
| --- |
| 1. **Risks and Assumptions:** *If possible, please list the main risks that might occur throughout the implementation of your action plan and what measurement will you undertake to overcome them.* |
|  |

**SECTION THREE: ACTION STEPS**

1. Please list in the table below all the steps that you will undertake within the proposed local action.

|  |  |  |  |
| --- | --- | --- | --- |
| **Action Steps (**What needs to be done?) | **By Whom (**Who will take action?) | **By When (**By what date will the action be done?) | **Result** |
| Step 1: |  |  |  |
| Step 2: |  |  |  |
| Step 3: |  |  |  |
| Step 4: |  |  |  |
|  |  |  |  |
|  |  |  |  |