# COVID-19: Civil Society Resilience and Sustainability

# Application form

1. **General Information about the Applicant Organisation**

| Organization’s name and abbreviation (in Romanian or Russian, according to the Registration’s Certificate), and its translation in English |  |
| --- | --- |
| Legal form |  |
| Legal Address:  Full postal address (if different from above):  Phone:  Website:  Social Media: | **Contact person**  Name:  Title:  Phone:  Mobile:  Email: |
| How long has your organization been active |  |
| The geographical area in which you work |  |
| Field of activity (Women’s rights, human rights, environmental activism…) |  |
| Number of personnel and volunteers within your organisation | * full-time employees: * part-time employees: * volunteers: |
| Description of the applicant organisation, including its mission and vision (maximum 200 words) |  |
| List the projects carried out in 2020 – 2022 (provide summary of each project activities, budget, donor, beneficiaries, etc.) (250 words maximum) |  |

1. **General Information about the Project**

| **Project amount (EUR)**: | **Project period**: | **Project title**: |
| --- | --- | --- |
| **Please provide a brief description (no more than 6 lines) of the project**: | | |
| **Have you received a grant from ERIM before?** | **YES, date**\_\_\_\_\_\_\_ **amount**\_\_\_\_\_\_\_ | **NO** |

| **Please describe how your organization or your work has been affected by the COVID-19 pandemic and or the aftermath of the pandemic , with as many as possible concrete examples (500 words maximum).** |
| --- |
|  |

1. **Project Description**

| **Problem Identification. Please describe what issue/problem/part of the problem your project will address.**  **(300 words maximum)** |
| --- |
|  |

**The following sections will be fulfilled based on the applied LOT:**

| **FOR LOT 1. Media campaign, advocacy and awareness-raising:** |
| --- |
| 1. **Project description. What is the goal of your campaign? What changes do you want to achieve with your campaign? What activities will be implemented to achieve your goal? We encourage you to plan the beginning of your activities two months after application submission. (500 words maximum)** |
|  |
| 1. **Location and outreach of the campaign (300 words maximum)** |
|  |
| 1. **Audience. Who is the audience of your campaign? How many people do you expect to reach? Please provide as many details as possible. (300 words maximum)** |
|  |
| 1. **Follow-up. How do you think the positive effects of the campaign will be pursued after the grant is over? (300 words maximum)** |
|  |
| **FOR LOT 2: Psychosocial and legal support:** |
| 1. **Project description. Please describe what kind of support would be useful to you?  (max. 500 words)** |
|  |
| 1. **Please describe the work environment. For example, have you had any difficulties lately?**   **How often do you happen to work on the weekends? Do you feel that your mental health is negatively affected by your job? (max. 500 words** |
|  |
| 1. **Do you need legal assistance? If so, please briefly describe your situation.** (max. 300 words) |
|  |
| 1. **How can this support help you to continue your long-term business?**(max. 300 words) |
|  |
| **FOR LOT 3: Technological support and digitalization** |
| 1. **What support does your organization need right now in order to keep working effectively? (500 words max)** |
|  |
| 1. **Please describe how you will implement this support in your dailly activity. Please provide an action plan including results and impact. (500 words max).** |
|  |

| **General Question: Explain how this project will help to implementing your strategic objectives. Please focus on sustainability, efficacity and your visibility towards partners and stakeholders.** |
| --- |
|  |

| **Indicate activities that will be carried out to achieve the outcomes and outputs. Provide an action plan with a time frame in the following table by, marking an “X” under the appropriate month:** |
| --- |
| | **Targets** | **Output** | **Activities** | **Deliverables per each activity** |  | | --- | --- | --- | --- | --- | | Oct | Nov | Dec | Jan | Feb | Mar | Apr | | | May | |  | |  | | | *e.g.*  *at least 30 participants in both training* | *e.g*  *2 trainings sessions take place in …* | *e.g*  *Advocacy training organized for CSOs’ representatives* | *e.g*  *Participants’ list;*  *Trainer’s report; Pictures; Participants’ Evaluation forms* |  |  | x |  |  | x | |  |  | |  | |  | | |  |  |  |  |  |  |  | |  |  | |  | |  | | |  |  |  |  |  |  |  |  |  |  | |  |  | |  | |  | | |  |  |  |  |  |  |  |  |  |  | |  |  | |  | |  | | |  |  |  |  |  |  |  |  |  |  | |  |  | |  | |  | |  * Please add more rows if necessary. |

1. **Budget**

Please use the Excel version attached to this application. If required, ERIM may seek additional explanations of any cost or budget item.

Please use the Budget table, excel version attached to this application. If required, ERIM may seek additional explanations of any cost or budget item.

Budget table: Using the format provided, for each budget item, define the appropriate unit of measure (e,g. month, cost per day, salary, fee…), number of units, unit rate, and total cost. For items for which partial financing is requested, state the percentage in the item description. Each Budget Line should be justified in terms of the reasonableness of the cost and the relevance to project activities.

1. **Have you received funding/cofounding support in organizational development from other donors?**

If yes please state the donor and the amount received:

| **Name of donor** | **Amount of support received (EUR)** | **Dates in which support was received** | **What kind of activities did you implement to increase organisation capacities?** |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |

1. **European Union Support**

| **This support is part of the European Union’s ‘Team Europe’ package to support partner countries during COVID19. How do you plan to ensure the visibility of EU assistance?**  (200 words maximum) |
| --- |
|  |

**ATTACHMENTS (please provide the following as attachments to the project proposal):**

* + - 1. Copy of the Registration Certificate or Decision.
      2. Copy of the Organization’s Statute.
      3. Budget in Excel file.
      4. Financial report and annual report for 2021/2022 approved by the Organization’s Board or published.
      5. Organisational development assessment/organisational development report, if any.
      6. CV of each expert/trainer involved in the project if any

Please submit this application form in Romanian, Russian or English to [ipascal@erim.ngo](mailto:ipascal@erim.ngo) with “COVID-19 Project” in the title of the email. The applications should be submitted in word, if possible, please, provide and English version of your application to the original one, google translate is an acceptable method of translation.