Working Together to Improve   
Governance and Anticorruption

Open Society Initiative for Europe

2020

Please complete the questions on this application form in no more than **15 pages**.

#### Application Information

|  |  |
| --- | --- |
| Organization’s name | Please enter the full name of the organization seeking support. |
| Project Coordinator/  contact person | Provide title, first name, last name, and contact details (telephone, e-mail). |
| Address | Provide the full legal address of the organization, including postcode and country. |
| Legal status | Such as association, NGO, foundation, or charity; please include registration number (if applicable) |
| Name of Executive Director | Or the person authorized to sign contracts. |
| Organization telephone number |  |
| Organization e-mail address |  |
| Organization website address | Please indicate the address of your website and any other webpages related to your organization (such as Twitter, Facebook, etc.), if applicable. |
| Description of organization | In not more than 200 words, provide a brief history of the organization and its expertise in the project area. |

#### Project Information

|  |  |
| --- | --- |
| Project name | Please indicate the project name in English. |
| Purpose of the grant | The grant purpose should complete the sentence, “The purpose of this grant is ...” |
| Country/region of benefit | The country where the project will be implemented. |
| Term | Begin date/end date (DD/MM/YYYY–DD/MM/YYYY) |
| Under which track are you applying? | Please select Option A, B or C:  A. Track 1. Supporting collaborative approaches to good governance and anti-corruption.  B. Track 2. Support civil society actors to address and mitigate the corruption risks emerging as a consequence of the Covid 19 crisis.  C. Track 1 & 2 |

#### Budget (in USD)

N.B. Please also fill out the Excel template provided. If you already have a budget in a different format, you may attach that, as well.

|  |  |
| --- | --- |
| Total project budget in USD | Enter the amount of the total project budget for which the organization is seeking support in U.S. dollars. |
| Amount requested from OSF in USD | Enter amount of project budget requested from OSF |
| Applicant’s total organizational budget (incomes and expenditure) | *1) Enter the amount of the organization’s total budget for the current fiscal year. Please list your major funders and indicate their contribution to the organizational budget.*  *2) Enter the total annual expenditures of the organization for the latest fiscal year. Please attach financial documentation confirming this number.*. |
| Partnerships and budgetary considerations | Who are the partners for this project? Please list ALL partners (not only financial partners but all partners involved in the project).  Are there co-funding or cost-sharing arrangements? Will implementation rely on coalitions or other outside collaborators? If so, what are the budgetary implications? |
| Overheads | Organisations can apply for a maximum of 20% of overhead (included in the total requested amount of maximum 40,000 USD) which can be used to fund administrative, operational and salary costs unrelated to the project implementation. If you apply for overhead, you need to indicate its total amount and explain here how it will enable you to respond to new opportunities and challenges, and to fulfil your project’s objectives. |

#### Project Summary

Description of program/project for which funding is sought (Project Note)

Maximum of 250 words to include the geographic focus, project objectives, brief project description, and requested grant period. The project summary should provide sufficient information about the project for a reader who is not familiar with its activities to become fully informed about what is planned.

#### Project Description

(The structure and sequence of issues to be covered in this section do not need to follow the same order as below. Please follow your own internal logic if it differs as long as each of the issues is addressed.)

1. **Problem statement and context**

Explain here the transparency, accountability and/or governance problem or challenge in public institutions that the project seek to address *(Track one) and/or* the specific corruption risk as consequence of Coronavirus *(Track two) that the project seek to address.*

*Add brief contextual or background information briefly that you think is relevant for the problem for the reader to understand.*

1. **Organization description**

Briefly summarize the organization’s mission, areas of work, staffing, leadership and governance. Please also reflect on gender considerations.

Describe why the organization is important and how it compares to others in the same field, including how others recognize its role. What are its main goals for the next years?

1. **Proposed Project**

**3.1 Objectives and goals**

Describe the project objectives/goals (minimum 1, maximum 3)

**3.2 Strategy and methodology**

Please describe how you will work to achieve these goals.

**3.3 Activities and timeline**

Please provide a summary and an (approximate) timeline of the planned activities and deliverables. The proposed activities and their specific deliverables must be explicitly linked to the identified objectives, issues and overall goal/s.

**3.4 Expected outcomes**

Describe the change you are expecting to see ideally as a result of this project. What will be the tangible improvements in the accountability, citizen participation and/or broader quality of governance of public institutions as a result of this project? (Track 1) and/ or What will be the tangible impact of the project on corruption risks that emerged because of the Coronavirus crisis? (Track 2)

**3.5 Measuring progress and success for learning**

How do you plan to measure your progress and eventual success? How will you be be able to tell whether you are achieving your objectives/goals or outcomes? How do you plan to reflect upon and learn from this project for your future work?

**3.6 Outreach strategy**

*How and with whom do you plan to share the project’s results?*

**3.7 Risks**

Which potential difficulties, obstacles, or problems do you foresee that may prevent you from meeting your goals and how you will address them? Please include a specific mention on the potential risk for your planned activities due to Coronavirus crisis and your plans on how to address it.

1. ***Partnership for the project (for track 1 only)*.**

What governmental body/public institution are you partnering with? Describe the history of your relationship, and explain the elements of your planned collaboration. *What is the organisation’s previous experience on working government/public institutions?*

1. ***Gender component*.**

If relevant, does the proposed approach include a gender perspective? *If yes, describe it and specify how it contributes to your overall project goals*

1. ***Sustainability*.**

What are the plans for this project after its completion (sustainability of the project and further dissemination of the results, replication of the approach, etc.) and how does it fit into the organization’s overall agenda?

1. **Conflict of Interest**

Does anyone involved in the proposed project have a conflict of interest which needs to be managed? If yes, how do you intend to manage it?

1. **Security and other concerns**

If applicable, state here any security concerns you may foresee.

1. **Final statement**

**I, the undersigned, certify that the information given on this form is correct and that I am legally entitled to represent the applicant organization.**

Electronic/scanned signature:

Name and Position/Title:

Date:

**Attachments:**