**ANNEX 1**

**APPLICATION FORM**

**Call for proposals:**
 *Empowering High School Students in the field of Climate Change and Environment*

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| Please read the submission instructions carefully before completing the application form for the call *“Empowering High School Students in the field of Climate Change and Environment”.*This form should be completed carefully and as clearly as possible so that a better assessment of the quality of the project proposals can be made. The information must be accurate and complete in order to provide sufficient detail to clearly understand the project proposal. |

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| 1. **GENERAL INFORMATION FOR PROJECT APPLICANT**
 |
| **BASIC INFORMATION FOR THE ORGANIZATION OF THE APPLICANT**  |
| 1. Name of organization
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| 1. Full address (street and number)
 |  |
| 1. Postal code of main office
 |  |
| 1. Name of the authorized representative of the NGO, address, e-mail and current position
 |  |
| 1. Tel.
 |  | 1. Mobile phone
 |  |
| 1. Email address of organization
 |  |
| 1. Website
 |  |
| 1. Establishment year
 |  |
| 1. Date of registration in the NGO register
 |  | 1. NGO Registration Number
 |  |
| 1. Registered in (name of registration body)
 |  |
| 1. Fiscal number
 |  |
| 1. Bank account number including IBAN
 |  |
| 1. Type of NGO (association / foundation)
 |  |
| 1. Objectives of establishment in accordance with the statute of the NGO
 |  |
| 1. Purpose and scope
 |  |
| 1. Total number of staff/members
 |  |
| Individuals |  | Legal persons |  |
| 1. Number of employees on the day the application was submitted
 | Limited time employees |  | Indefinite time employees |  |
| 1. Does your organization have public beneficiary status? (Insert an “x”)
 | YES |  | NO |  |
| 1. Total turnover of the organization in 2021 and 2020 (pls. enter the amount)
 |  |
| 1. Funding sources in 2021

(institution including the amounts) |  |
| 1. Central public resources (ministries and central government agencies)
 |  |
| 1. Municipal public resources
 |  |
| 1. Foreign donors, governments and international organizations (including EU)
 |  |
| 1. Companies and other legal entities
 |  |
| 1. Citizens
 |  |
| 1. Other Non-Governmental Organizations
 |  |
| 1. Membership fee revenues
 |  |
| 1. Information about the offices / space in which the NGO operates
 |
| 1. Own space

(indicate size in m²) |  |
| 1. Rental space

(indicate size in m²) |  |
| 1. Public space allocated by the municipality / government / public enterprise / (indicate the size in m² and the amount of monthly rent)
 |  |
| 1. The total amount of public financial support in the year prior to the announcement of this call
 |  |
| 1. Does your NGO prepare an annual work report? (Insert an “x”)
 | YES |  | NO |  |
| 1. If you answered “yes”, to whom was it handed over and how did you present it to the public?
 |  |
| 1. Are you ready to run through a Partner Risk Assessment of Caritas Switzerland?
 | YES |  | NO  |  |
| 1. **PROJECT APPLICATION INFORMATION**
 |
| 1. Name of the suggested project:
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|  |
| 1. Project summary (a brief presentation of basic information about the project in no more than 300 words)
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| 1. Geographical region(s) of suggested implementation
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| 1. Total budget of the suggested project in EUR (incl. Co-funding)
 |  |
| 1. Amount requested from YENI in EUR
 |  |
| 1. Applicants’ own contribution to the budget in EUR
 |  |
| 1. Third party contribution in EUR (other co-funding)
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| 1. Please present the logical framework according to the Annex 3 format.
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| 1. Methodology of the project (max 500 words)
 |
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| 1. Pls. describe your approach to climate change education?
 |
|  |
| 1. Pls. describe your approach to awareness raising and behaviour change with respect to climate change?
 |
|  |
| 1. Persons responsible for the implementation of the project.
 |
| 1. Project leader/manager (write name and attach a CV)
 |  |
| 1. Number of employed persons involved in project implementation (write name and attach a CV)
 |  |
| 1. External Expert/s, Collaborator/s who are involved in the project (insert name and areas of expertise)
 |  |
| 1. Please present at least three (3) reference projects, preferably in the following areas: local governance, environment, climate change and youth activism
 |  |
| 1. Brief description of the experiences, achievements and skills of the organization.
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|  |
| 1. How will you ensure the transfer of specific knowledge and skills with secondary schools/ Eco-clubs?
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| 1. **EVALUATION and MONITORING OF RESULTS**
 |
| 1. Describe how you will monitor and evaluate the achievement of the project's results and its impact on meeting the call's objectives.
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| 1. **SUSTAINABILITY OF THE PROJECT**
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| 1. Describe your plans that will ensure the sustainability of the project after the end of financial support.
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Name of the project manager Name of authorized representative

(in organization - applicant) (in organization - applicant)

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Signature Signature

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Place Date