

**CEI Extraordinary Call for Proposals 2020**

**Application Form**

# 1. General Information

|  |
| --- |
| 1.1. TitleTitle and acronym, as appropriate, of the Activity |
|       |
| 1.2. ApplicantCountry, name and brief description of the Applicant's organisation |
|       |
| 1.3. Legal status of the ApplicantLegal status of the Applicant (public body, private entity, NGO, international organisation or other, and reference to type of documentation attached as registration proof)  |
|       |
| 1.4. Intended date and place of implementation Please refer to the exact date and place of the proposed Activity |
|       |
| 1.5. Requested CEI Grant Up to a maximum amount of 40.000,00 *€* |
| 00.000,00 € |
| 1.6. Selected core sector Please refer to point 2 of the Call for Proposals (Areas of intervention) and tick the selected core sector of your project (only one) |

## 1. Healthcare and telemedicine [ ]

2. Education and e-learning [ ]

3. Support to micro, small and medium-sized enterprises [ ]

# 2. Description of the activity

|  |
| --- |
| 2.1. Origin and background (max 1500 characters)Please provide a brief description of the motivations that led to the presentation of the current proposal |
|       |
| 2.2. Description, objectives and expected results (max 4000 characters)*Please describe clearly and in very practical terms the intervention logic and the activities of your project vis-à-vis the selected core sector.* Clearly indicate *related expected results and* which is the benefit that your Activity will bring to which target groups(s). *Please make sure to be as specific as possible.*  |
|       |
| 2.3. Target group(s)[[1]](#footnote-1) Please indicate which target group(s) from which CEI Member State(s) will benefit from your Activity. Please provide also tentative numbers |
|

|  |  |  |
| --- | --- | --- |
|  | **Target group** | **Tentative number** |
| Albania |  |  |
| Belarus |  |  |
| Bosnia and Herzegovina |  |  |
| Bulgaria |  |  |
| Croatia |  |  |
| Czech Republic |  |  |
| Hungary |  |  |
| Italy |  |  |
| Moldova |  |  |
| Montenegro |  |  |
| North Macedonia |  |  |
| Poland |  |  |
| Romania |  |  |
| Serbia |  |  |
| Slovakia |  |  |
| Slovenia |  |  |
| Ukraine |  |  |
| **TOTAL** |  |  |

 |
| 2.4. Compatibility with the requirements of the Call (max 1500 characters)Please explain how the proposed activity meets the requirements of the Call, in particular the provisions of Chapter 2 (Areas of Intervention) and Chapter 6.3 (Eligible Activities and Eligible Expenses) |
|       |
| 2.5. CEI visibility (Max 1500 characters)Please describe which actions you are planning to ensure adequate CEI visibility, including dissemination activities in the post-implementation phase |
|       |

# 3. Organisation and administration

## 3.1. Legal representative of the Applicant Institution

|  |  |
| --- | --- |
| First Name and Family Name:  |  |
| Official position:  |  |
| Institution:  |  |
| Address:  |  |
| Telephone:  |  |
| Fax:  |  |
| Email:  |  |
| Website: |  |

## 3.2. Person responsible for the implementation and final reporting

|  |  |
| --- | --- |
| First Name and Family Name:  |  |
| Official position:  |  |
| Institution:  |  |
| Address:  |  |
| Telephone:  |  |
| Fax:  |  |
| Email:  |  |
| Website: |  |

## 3.3. Person responsible for financial management and final accounting

|  |  |
| --- | --- |
| First Name and Family Name:  |  |
| Official position:  |  |
| Institution:  |  |
| Address:  |  |
| Telephone:  |  |
| Fax:  |  |
| Email:  |  |
| Website: |  |

# 4. Budget

## 4.1. Detailed estimated budget

Please provide a detailed budget estimate, indicating all the amounts in Euro according to the format € 1000,00 and add budget lines as needed.

Please insert for each budget item:

* a short description
* estimated unit cost per participant or per item of equipment or other resource
* estimated subtotal related to that budget item

|  |  |  |  |
| --- | --- | --- | --- |
|  | *Budget line* | *Unit cost* | *Subtotal* |
| 1.  | **ORGANISATION AND ADMINISTRATION** |  |  |
| 1.1.  | **Human Resources *(man hour/day/month cost as appropriate)*** |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  | Subtotal 1.1. |  | € 0,00 |
| 1.2.  | **Administrative costs *(office supplies, postage, website, etc.)*** |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  | Subtotal 1.2. |  | € 0,00 |
| 1.3.  | **Communication/promotion costs *(graphic design, printing, translations, etc.)*** |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  | Subtotal 1.3. |  | € 0,00 |
| 2.  | **PURCHASE OF EQUIPMENT** |  |  |
| 2.1.  | ***(Type of equipment and number of units)*** |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  | Subtotal 2.1. |  | € 0,00 |
| 3.  | **PRODUCTION OF INFORMATION MATERIAL** |  |  |
| 3.1.  | ***(Elaboration, realisation, dissemination, etc.)***  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  | Subtotal 3.1. |  | € 0,00 |
| 4. | **ORGANISATION OF ONLINE SEMINARS (WEBINARS)** |  |  |
| 4.1.  | ***(Elaboration, realisation, video production, dissemination, streaming, etc.)*** |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  | Subtotal 4.1. |  | € 0,00 |
| 5.  | **TRANSLATION COSTS** |  |  |
| 5.1 |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  | Subtotal 5.1 |  | € 0,00 |
| 6. | **OTHER *(please specify)*** |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  | Subtotal 6 |  | € 0,00 |
| TOTAL |  |  | € 0,00 |

# Co-financing (if any; if applicable)

Amount: \_\_\_\_\_\_\_\_\_

Donor/provider: \_\_\_\_\_\_\_

Budget lines tackled: \_\_\_\_\_\_\_

*This form was completed by:*

*Date:*

1. Target groups: 1) students; 2) teachers; 3) education operators; 4) doctors; 5) patients; 6) health operators; 7) citizens; 8) entrepreneurs; 9) other (please specify). [↑](#footnote-ref-1)