

APPLICATION FORM – For the community groups/local NGOs/enterprises

- 1. Name of the applying entity (organisation, registered enterprise, artisan, community group) (in Romanian and English according to the constituent documents):**

- 2. Date of establishment of the entity:**

- 3. Location of the entity:**
 - a) Address of the premises**

 - b) Area of extension of current projects and /or activities (if different from premises)**

- 4. Please attach in a PDF the following documents:**
 - a. certificate of registration of the non-profit legal person from the Court of the locality where it was registered or any other registration document;*
 - b. If applicable, statute of the NGO.*

- 5. If relevant, describe briefly key activities already undertaken to help their wider community:**

- 6. If relevant, do you have established safeguards and a code of conduct that employees follow?**

7. If relevant, do you have a mechanism for collecting feedback and complaints, an effective communication system with the community served? If yes, please use examples.

8. Location of the community group you will be working with and – if applicable – name by which the group is known, or will be known:

9. If applicable, name of 3 leading members of the community group, you will be working with and contact details of each if possible:

10. Brief description of the community group you are targeting

a) Purpose of the group:

b) name & profile of members:

c) When did the group come into existence and became active:

11. If relevant, describe briefly any key skills or strengths that the community group you are targeting has:

12. Project details:

12.1 Describe the objectives of your initiative: *What problem is your project aimed at solving? What are the goals and objectives of your project? What are the short-term and long-term results of your project?*

12.2 Roughly how many people will benefit from the initiative and how are they selected:
Approximately how many people/households will you help if the problem you describe is solved with the funding you receive?

12.3 List all the key activities needed to achieve your objective using a simple table like this one, with each activity on a separate row (use as many rows as you need):

List of planned activities	When? (Days/week/month after start – choose one)	Who? (Who will do it)
1.		
2.		
Etc		

13. How would your project improve social cohesion and integration within your community, and help reduce tensions between refugees and host communities?

14. How do you plan to engage refugees from Ukraine and or vulnerable local population in your community?

15. How would your project involve women within the community?

- 16. Explain who will manage the finances and how the funds will be securely kept.**
- 17. Describe how will you ensure that your wider community know and approve of how you are spending any funds that you receive in the proper way?**
- 18. Are there any political or security risks that could result from this initiative? If so, what are they and how do you intend to deal with them?**
- 19. Explain if this initiative is coordinating with any other aid interventions in the same area.**

20. How many days/weeks after receiving the grant will all activities and expenditures have been completed?

21. Is there any additional non-financial support (e.g., new technical skills, temporary use of equipment, connections or introductions, management capacity) that the group needs to successfully implement this proposal? If so, please define.

22. Provide three community witnesses to sign that they approve of the group and the proposal.