Form 8: Full proposal application

Name of the organisation:

Name of the representative:

Function:

Date and signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Organisation Stamp)

*Once you filled-in this template and all associated annexes for the Full Proposal, please send all documents to the BESTbelt Office via email:* [*bestbelt@europeangreenbelt.org*](mailto:bestbelt@europeangreenbelt.org)*. The data volume of the email should not exceed 5 MB.*

*Should you have any questions or encounter any difficulties, please contact the* [*BESTbelt Office*](mailto:bestbelt@europeangreenbelt.org)*.*

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| **1. Overall presentation of the project** | | | | |
| **Reference of the proposal:** | |  | | |
| **Project title:** | |  | | |
| **Region:**  *The region where the project will take place* | |  | | |
| **Geographic scope:**  *The site where the project will take place. If this area is located outside of the indicative spatial reference area of the European Green Belt, please provide a short, separate written statement (max. one page) how the activities are still in line with the BESTbelt objectives.* | |  | | |
| **Start date:**  *At the earliest 01 October 2022* | | *DD/MM/202Y* | **End date:** *At the latest by 30 September 2024* | *JJ/MM/202Y* |
| **Duration (in months):**  *24 months maximum.* | |  | | |
| **Main BESTbelt objective addressed by the project**  *Select only one objective* | | | | |
|  | 1. Conservation and/or restoration of biodiversity and ecosystem services | | | |
|  | 2. Sustainable use of biodiversity, natural resources and ecosystem services | | | |
|  | 3. Ecosystem-based climate change mitigation and adaptation | | | |
|  | 4. Environmental education and local capacity building | | | |

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| **Complementary BESTbelt objectives addressed by the project**  *Optional - select, if relevant, one or two other objectives that differ from the main objective selected* | | |
|  | 1. Conservation and/or restoration of biodiversity and ecosystem services | |
|  | 2. Sustainable use of biodiversity, natural resources and ecosystem services | |
|  | 3. Ecosystem-based climate change mitigation and adaptation | |
|  | 4. Environmental education and local capacity building | |
| **Requested Grant Amount:**  *Ensure that the amount indicated here is the same than the one indicated in your detailed budget. No co-funding is required.* | | € |
| **Project Description**  ***Maximum 500 words*** | | |
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| **2. Organisation** | | | | | | | |
| **Organisation legal name:** | | | |  | | | |
| **Common name of the organisation/acronym:** *(if any)* | | | |  | | | |
| **Website:** *(if any)* | | | |  | | | |
| **Address:** | | | |  | | | |
| **Project leader contact details**  *Main referent for the BESTbelt Project Team* | | | | **Authorised signatory** *Person habilitated to sign contracts for the organisation, if different than the project leader* | | | |
| **Name/Surname:** | |  | | **Name/Surname:** | |  | |
| **Job title:** | |  | | **Job title:** | |  | |
| **Email:** | |  | | **Email:** | |  | |
| **Phone:** | | + | | **Phone:** | | + | |
| **Co-applicant legal name** | | | | | | | |
| **1.** | *Add as many lines as there are co-applicants* | | | | | | |
| **For both the applicant and co-applicant(s), please list below the name(s) of the person(s) who will be involved in the project.** | | | | | | | |
| **Name/Surname** | | | **Organisation** | | **Job title** | | **Role in the project** |
|  | | |  | |  | |  |
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| ***[Add further lines when necessary]*** | | |  | |  | |  |
| **3. Project description** | | | | | | | |
| **A. CONSISTENCY WITH BASIC OBJECTIVES** | | | | | | | |
| **BESTbelt objectives**  *Explain the background/context of the project and how the project objective will* ***concretely contribute to the main and complementary BESTbelt objective(s).***  ***Maximum 300 words*** | | | | | | | |
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| **EGB Vision**  *Highlight in a concise manner the relevance of the project for the European Green Belt and its Vision. Explain how the project is relevant for superordinate targets of national and local policies and strategies (when available), as well as with the European Biodiversity Strategy.*  ***Maximum 200 words*** | | | | | | | |
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| **B. RELEVANCE AND EFFECTIVENESS** | | | | | | | |
| **Expected results and impacts**  *Highlight tangible expected impacts and results during the lifetime of the project; ensure that expected results are defined clearly;* ***strong recommendation*** *of using the SMART approach: Specific, Measurable, Achievable, Realistic and Timely.*  ***Maximum 300 words*** | | | | | | | |
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| **Stakeholders**  *Present the stakeholders involved, their* ***roles****,* ***activities*** *and expected* ***contribution*** *with the* ***modalities of collaboration*** *during the project implementation.*  ***Maximum 300 words*** | | | | | | | |
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| **Capacity building and local partnership(s)**  *Describe how the project will contribute to local capacity building, to share experiences and develop collaborations. Explain how partners are sufficiently integrated in the project.*  ***Maximum 200 words*** | | | | | | | |
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| **Cooperation, transboundary synergies**  *Describe the synergies and complementarities with other projects in the same region or any other countries located at the European Green Belt that will contribute to* *transboundary cooperation, coherence or the global reach.*  ***Maximum 200 words*** | | | | | | | |
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| **C. PROJECT STRUCTURE AND METHODOLOGY** | | | | | | | |
| **Activities**  *Present, list and detail the activities and their* ***relevance*** *to reach the expected results (e.g. milestones, work packages).  Present also the* ***feasibility****, in line with* ***budget*** *and* ***timeline****. Explain how the activities will improve the relevant targets on the long-term.*  ***Maximum 400 words (without table: Overview of Activities, Timeline and Risks)*** | | | | | | | |
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| |  |  | | --- | --- | | **Overview of Activities** | | | **Expected result 1:** | | | **Activity 1.1:** |  | | **Activity 1.2:** |  | | **Activity 1.3:** |  | | **Expected result 2:** | | | **Activity 2.1:** |  | | **Activity 2.2:** |  | | **Activity 2.3:** |  | | **Expected result 3:** | | | **Activity 3.1:** |  | | **Activity 3.2:** |  | | **Activity 4:** |  | | **Activity 5:** |  | | ***[Add further lines when necessary for more results/ activities]*** |  | | | | | | | | |
| **Project schedule**  *Complete the planning of activities below* | | | | | | | |
| |  | | --- | | **Timeline** | | **Month** | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | | **Expected Result 1** | | | | | | | | | | | | | | | | Activity 1.1 *example* |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | Activity 1.2 *example* |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | Activity 1.3 *example* |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | **Expected Result 2** | | | | | | | | | | | | | | | | Activity 2.1 |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | Activity 2.2 |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | Activity 2.3 |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | **Expected Result 3** | | | | | | | | | | | | | | | | Activity 3.1 |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | Activity 3.2 |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | Activity 3.3 |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | ***[Add further lines when necessary]*** |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | | | | | | | |
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| **Risks**  *List below the risks linked to the project as well as their probabilities of occurrence, impact level and mitigation actions.* | | | | | | | |
| |  |  |  |  | | --- | --- | --- | --- | | **Risk description** | **Probability of** **Occurrence (H/M/L)\*** | **Impact on the project  (H/M/L)\*** | **Mitigation action(s)** | |  |  |  |  | |  |  |  |  | |  |  |  |  | | ***[Add further lines when necessary]*** |  |  |  |   *\* High/Medium/Low* | | | | | | | |
| **Logical Framework**  *Please fill in the respective template available on the* [*BESTbelt webpage*](https://www.europeangreenbelt.org/best-belt/) *and upload it with the Full Proposal.* | | | | | | | |
| **Legal framework**  *Precise if you have all necessary authorisation to implement the activities in line with local, national and international regulations; in particular if you are working with protected species, collecting any biomaterial (such as seeds) or if commercial benefits are expected. Enclose the relevant authorisations.*  ***Maximum 200 words*** | | | | | | | |
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| **D. COST-EFFICIENCY AND BUDGET QUALITY** | | | | | | | |
| **Budget**  *Complete the budget using the template available on the* [*BESTbelt webpage*](https://www.europeangreenbelt.org/best-belt/)*. Explain the distribution of the budget and how this is justified to achieve the project goals.*  ***Maximum 300 words*** | | | | | | | |
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| **E. FEASIBILITY AND RESILIENCE** | | | | | | | |
| **Sustainability and replicability**  *Describe how the project will maintain its benefits after the project has been completed and the envisaged replicability measures.*  ***Maximum 200 words*** | | | | | | | |
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| **Communication and visibility**  *List the communication and dissemination activities that will be implemented:**How will the project engage with the targeted audience(s)? What are the key messages and expected results?*  ***Maximum 300 words*** | | | | | | | |
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| **Gender equality and equal opportunities**  *Highlight how the project will take into account gender equality and equal opportunities, the needs and rights of people with disabilities, youth and minorities*  ***Maximum 200 words*** | | | | | | | |
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| **4. Check list** | |
|  | **Check if complete** |
| Full proposal signed by an authorised person (*electronic or scanned signature are accepted*) |  |
| Budget list |  |
| Financial ID |  |
| Logical Framework |  |
| Legal framework if applicable – supporting documents tosection B: legal framework *(authorisation, certification etc.)* |  |

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| **Name and Signature of the authorised representative:** |  | **Date:** |  |