*You may add photos and other graphics in the form (also possible as annex), if relevant for the project explanation.*

*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)*.*

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **1. Overall presentation of the project** | | | | | | | |
| **Reference of the proposal:** | |  | | | | | |
| **Project title:** | |  | | | | | |
| **Region of the European Green Belt:**  *The* [*region*](https://www.europeangreenbelt.org/european-green-belt/)*(s) where the project will take place* | | Fennoscandia | Baltic | | Central | | Balkan |
|  |  | |  | |  |
| **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 November 2023* | | *DD/MM/202Y* | | **End date:** *At the latest by 31 October 2025* | | *JJ/MM/202Y* | |
| **Duration (in months):**  *24 months maximum.* | |  | | | | | |
| **BESTbelt objective addressed by the project**  *Select one or two objectives* | | | | | | | |
|  | 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 | | | | | | |
|  | 5. Enhance ecological connectivity | | | | | | |
|  | 6. Strengthen and support green infrastructure | | | | | | |

|  |  |
| --- | --- |
| **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**  *Additionally to the project description, please insert a map that locates the area/s of the project activities. If more suitable, please submit as appendix.*  ***Maximum 500 words*** | |
|  | |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **2. Organisation** | | | | | | | |
| **Organisation legal name:** | | | |  | | | |
| **Common name of the organisation/acronym:** *(if any)* | | | |  | | | |
| **Address:** | | | |  | | | |
| **Website:** *(if any)* | | | |  | | | |
| **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** |
|  | | |  | |  | |  |
|  | | |  | |  | |  |
|  | | |  | |  | |  |
| ***[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 BESTbelt objective(s) you have chosen above.***  ***Maximum 300 words*** | | | | | | | |
|  | | | | | | | |
| **European Green Belt vision and other strategies**  *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 the implementation of national and local policies and strategies (when available), as well as with the European Biodiversity Strategy.*  ***Maximum 300 words*** | | | | | | | |
|  | | | | | | | |
| **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*** | | | | | | | |
|  | | | | | | | |
| **Stakeholders**  *Present the stakeholders involved, their* ***roles****,* ***activities*** *and expected* ***contribution*** *with the* ***modalities of collaboration*** *during the project implementation.*  ***Maximum 300 words*** | | | | | | | |
|  | | | | | | | |
| **Capacity building and local partnership(s)**  *Describe how the project will contribute to local capacity building, to share experiences and develop collaborations. Explain how local partners are sufficiently integrated in the project.*  ***Maximum 200 words*** | | | | | | | |
|  | | | | | | | |
| **Cooperation**  *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*** | | | | | | | |
|  | | | | | | | |
| **Engagement in transboundary work (only relevant for projects with a specific a transboundary focus)**  *Describe how the cross-border focus enhances the impact of the project and explain the role and added value of the transboundary cooperation.*  ***Maximum 300 words*** | | | | | | | |
|  | | | | | | | |
| **C. PROJECT STRUCTURE AND METHODOLOGY** | | | | | | | |
| **Activities**  *Present, list and detail the activities and their* ***relevance*** *to reach the expected results.  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)*** | | | | | | | |
|  | | | | | | | |
| |  |  | | --- | --- | | **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, please add columns depending on your project duration (max. 24 months)* | | | | | | | |
| |  | | --- | | **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]*** |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | | | | | | | |
|  | | | | | | | |
| **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/bestbelt/) *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*** | | | | | | | |
|  | | | | | | | |
| **D. COST-EFFICIENCY AND BUDGET QUALITY** | | | | | | | |
| **Budget**  *Complete the budget using the template available on the* [*BESTbelt webpage*](https://www.europeangreenbelt.org/bestbelt/)*. Explain the distribution of the budget and how this is justified to achieve the project goals.*  *The supervision and durability of the project must be secured by the applying organisation. Therefore, it is highly recommended to include a minimum of staff costs, which is accounted by your BESTbelt project. If the project coordination is realised by an external expert instead of internal staff, please explain the reasons for your working model and how you intend to organise internally as well as potential synergies deriving from the chosen structure. Please state how supervision and durability will be secured.*  ***Maximum 300 words*** | | | | | | | |
|  | | | | | | | |
| **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*** | | | | | | | |
|  | | | | | | | |
| **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*** | | | | | | | |
|  | | | | | | | |
| **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*** | | | | | | | |
|  | | | | | | | |

|  |  |
| --- | --- |
| **4. Check list** | |
|  | **Check if complete** |
| Full proposal signed by an authorised person (*electronic or scanned signature are accepted – for electronic signature the process has to be verifiable and comprehensible to the funder*) |  |
| Budget list |  |
| Financial ID |  |
| Due diligence and Financial Capacity Questionnaire for the Lead Applicant and Co-Applicant(s) when applicable *(including relevant supporting documents*) |  |
| Logical Framework |  |
| Legal framework if applicable – supporting documents tosection B: legal framework *(authorisation, certification etc.)* |  |

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