**ATTACHMENT 1: APPLICATION FORM FOR THE 2025 CALL FOR PROJECTS**

**PROMOTING CULTURAL DIVERSITY AND (RE-)DISCOVERING LUXEMBOURG**

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| **Information about the organisation** |

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| Name of the organisation: | ---------------------------------------------------------------------------------------------------------------- |

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| Legal status: | ------------------------------------- | RCS registration number: | ------------------------------- |

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| Adress: | ------------------------------------- | Postcode: | ------------- | Town: | ------------- |

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| Phone number: | ------------------------------------- | Website: | ---------------------------------------------- |

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| Main field of action of the organisation: | ------------------------------------------------------------------------------------- |

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| **Bank details** |

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| Account holder: | ---------------------------------------------------------------------------------------------------------------- |

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| BIC code: | -------------------- | IBAN code: | ----------------------------------------------------------------- |

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| **Contact person(s)** |

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| *President/Person in charge of the organisation:* | |
| Surname, First name: | ------------------------------------------------------------------------------------------------------------------------- |

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| Phone number: | ------------------------------------------ | Email : | ----------------------------------------------------------- |

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| Adress: | ------------------------------------------ | Postcode: | ------------- | Town: | ------------------------ |

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| *Project officer/contact person (tob e completed if different from the President/Person in charge):* | | | |
| Surname, First name: | ----------------------------------------------------------- | Role: | ------------------------------------------ |

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| Phone number: | ------------------------------------------ | Email : | ----------------------------------------------------------- |

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| Adress: | ------------------------------------------ | Postcode: | ------------- | Town: | ------------------------ |

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| **Project description** |

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| Title of the project: | ----------------------------------------------------------------------------------------------------------------- |

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| Implementation period: | from | ------------------------------- | to | ------------------------------- |

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| Location(s): | ----------------------------------------------------------------------------------------------------------------- |

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| Area of intervention |  | 1. Promoting the Council of Europe's certified cultural routes or other similar initiatives |
|  |  | 1. Passing on and enriching Luxembourg traditions |

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| Describe your project, explaining how it fits in with the work-stream selected above. (max. 15 lines) |
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| Briefly describe the target audience: |
| *Examples: number (men/women), age, status (EU/third-country nationals/BNP-ANP)/Luxembourg nationals/cross-border workers)* ------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------- ---------------------------------------------------------------------------------------------\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| **Relevance of the project** |
| What are the needs/requirements identified at the basis of the project? |
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| Main objectives: |
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| Methodology(ies) used to achieve the main objectives: |
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| What are the expected results of your project? |
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| Intended evaluation(s) according to « Expected indicators » (see 2025 Call for projects): |
| *Evaluation tools - example(s): attendance list(s), questionnaires, ...*  ------------ -- --- ------------------------------ ------------------------------------------- ------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------- |

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| Innovative elements of your project: |
| *For example immersive character* ------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| How does your project foster intercultural living together? |
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| How does your project complement other initiatives funded under national programmes (subsidies, agreements, etc.) or local authority programmes? |
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| **Project feasability and partnership(s)** |
| Name(s) and role(s) of partner(s): |
| *A partner is any entity that actively contributes to the implementation of the tasks mentioned in the preliminary budget).*.-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------- |

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| Name(s) and role(s) of collaborator(s): |
| *A collaborator is any organisation that contributes to the implementation of the activities without financial compensation* --------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------\_\_\_ |

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| Has an agreement in-principle been reached for this project? | |  |  |  |  | | --- | --- | --- | --- | |  | Yes |  | No | |

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| If so, with which organisation(s))? | -------------------------------------------------------------------------------------- |

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| Detailed description of the project implementation stages: |
| *Examples: recruitment, site surveys, evaluation of final results*  ----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------- --------- --- ----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------- |

Implementation schedule (maximum 12 stages):

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|  | Nov. 2025 | Dec. 2025 | Jan. 2026 | Feb. 2026 | March 2026 | April 2026 | May 2026 | Junie 2026 | July 2026 | Aug. 2026 | Sept. 2026 | Oct. 2026 | Nov. 2026 | Dec. 2026 | Jan. 2027 | Feb. 2027 | March 2027 | April 2027 | May 2027 | June 2027 | Note(s)/ Comment(s) |
| ---[Stage 1]-- |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | ------------ |
| ---[Stage 2]-- |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | ------------ |
| ---[Stage 3]-- |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | ------------ |
| ---[Stage 4]-- |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | ------------ |
| ---[Stage 5]-- |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | ------------ |
| ---[Stage 6]-- |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | ------------ |
| ---[Stage 7]-- |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | ------------ |
| ---[Stage 8]-- |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | ------------ |
| ---[Stage 9]-- |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | ------------ |
| -[Stage 10]-- |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | ------------ |
| -[Stage 11]-- |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | ------------ |
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| Describe in detail the activities planned in your project: |
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| What monitoring system and tools will you use to keep track of your activities? |
| *Examples: monitoring committee(s), IT system(s), meeting(s),...* ------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------ |

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| Expertise and skills as a project leader: |
| * *Your organisation’s expertise in project management, with reference to your activity report and/or previous experience.* * *Appropriate skills to implement the activities described above.*---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------\_\_\_\_\_\_\_\_\_\_\_\_-- |

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| What means of communication will be in place? |
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| **Opportunities for further development:** |
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| **Additional information: please indicate any additional information that you think is relevant to justify your application - *optional*** |
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| **Provisonal budget** |

Each applicant is required to complete the provisional budget template in detail according to “Explications et conditions d’éligibilité”, specifying the purpose of each expense. If available, supporting documents (quotes, etc.) should be attached.

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| **(A) Expenses** | | **Detail(s)** | **Amount** |
| **1** | Staff costs | ------------------------------------------------------ | ------------------------ |
| **2** | Travel and accomodation costs | ------------------------------------------------------ | ------------------------ |
| **3** | Equipment costs | ------------------------------------------------------ | ------------------------ |
| **4** | Property rental costs | ------------------------------------------------------ | ------------------------ |
| **5** | Consumables and outsourced services | ------------------------------------------------------ | ------------------------ |
| **6** | External experts and consultants | ------------------------------------------------------ | ------------------------ |
| **7** | Other costs (*please specify*) | ------------------------------------------------------ | ------------------------ |
| **8** | Indirect costs (*please specify*) | ------------------------------------------------------ | ------------------------ |
| **TOTAL (A)\*** | | ------------------------------------------------------ | ------------------------ |

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| **(B) Revenues** | | **Detail(s)** | **Amount** |
| **10** | Incomes (*please specify*) | ------------------------------------------------------ | ------------------------ |
| **TOTAL (B)\*** | | ------------------------------------------------------ | ------------------------ |

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| **(A) Expenses – (B) Revenues =** | ------------------------ |

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| **Required documents** |

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| **Please certify the following required documents have been submitted by ticking the appropriate boxes:** | |
|  | Duly completed and signed application form |
|  | Agreement in-principle (if applicable) |
|  | Annual financial statements for the past year N-1 (Balance sheet and income statement) |
|  | Activity report for the past year N-1 |
|  | Articles of Association published in the Commercial and Companies Register (RCS) |
|  | List of Board members |
|  | Bank statement/details (RIB) |
|  | Any other document deemed useful to support your application |

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| **Signature of the President/Head of the organisation** |

**This signature certifies the conformity of the data provided and compliance with the conditions and rules specified in the call for projects.**

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| **Location:** | -------------------------------------------- | **Signature:** |  |
|  |  |  |
| **Date:** | -------------------------------------------- |  |