**ATTACHMENT 1: APPLICATION FORM FOR THE 2024 CALL FOR PROJECTS**

**“PROMOTING INTERCULTURAL LIVING TOGETHER”**

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| **Information about the organisation** |

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

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| Legal status: | --------------------------------------- | Matricule RCS: | ------------------------------------ |

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| Address: | -------------------------------------- | 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 association:* | |
| Surname, First Name: | -------------------------------------------------------------------------------------------------------------------------- |

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

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| Address: | ------------------------------------------ | Postcode: | ------------- | Town: | ------------------------- |

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

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

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| Address: | ------------------------------------------ | Postcode: | ------------- | Town: | ------------------------ |
| **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 : |  | **Work-stream 1 Promoting cross-border worker participation** |
|  |  | **Work-stream 2 Citizens' Pact and Intercultural Living Together Programme - Development of model modules** |
| 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)...*-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------- ----- ------------------------------------------------------------------------------------------------------------- | | |
| **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 "indicators to consider" (see 2024Call for projects) : | | |
| *Evaluation tools - example(s): attendance list(s), questionnaires…*  ------------ -- --- ------------------------------ ------------------------------------------- ------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------- | | |

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| Innovative elements of your project: |
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| How does your project foster intercultural living together? |
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| How does the project complement other initiatives funded under national programmes (subsidies, agreements, etc.) or local authority programmes? |
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| **Project feasibility and partnership(s)** |
| Name(s) and role(s) of partner(s): |
| *A partner is any entity that actively contributes in the implementation of the tasks mentioned in the preliminary budget.*.--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------- |
| 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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|  | May 2024 | June 2024 | July 2024 | Augu. 2024 | Sept. 2024 | Oct. 2024 | Nov. 2024 | Dec. 2024 | Janu. 2025 | Febr. 2025 | March 2025 | April 2025 | May 2025 | June 2025 | July 2025 | Augu. 2025 | Sept. 2025 | Oct. 2025 | Nov. 2025 | Note(s) / Comment(s) |
| ---[1st stage]-- |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | --------------- |
| ---[2nd stage]-- |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | --------------- |
| ---[3rd stage]-- |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | --------------- |
| ---[4th stage]-- |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | --------------- |
| ---[5th stage]-- |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | --------------- |
| ---[6th stage]-- |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | --------------- |
| ---[7th stage]-- |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | --------------- |
| ---[8th stage]-- |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | ---------------- |
| ---[9th stage]-- |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | --------------- |
| --[10th stage]-- |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | --------------- |
| --[11th stage]-- |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | --------------- |
| -------[…]------ |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | --------------- |

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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)…*------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------ ---------------------------------------------------------------------------------------------------------------------------------------------------- |
| 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.*------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------ |
| 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 feel is relevant to justify your application - *optional*** |
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| **Provisional 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 accommodation 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 |
| **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:** | -------------------------------------------- |  |