|  |  |
| --- | --- |
| Application No: |  |
| To be completed by the Fund Operator | |

**ACTIVE CITIZENS FUND**

**The first call for small, medium and large projects**

**for Outcomes 1-4:**

**Outcome 1.** Increasing citizens paticipation in civic activities

**Outcome 2.** Strenghtening civil society watchdog/advocacy role

**Outcome 3.** Increasing support for human rights

**Outcome 4.** Empowering vulnerable groups

**FULL PROJECT PROPOSAL APPLICATION FORM (2nd phase)**

**Preliminary deadline:**

**June 22nd 2020, 23:59 (Lithuania time)**

***ONLY for the projects based on approved project concepts***

Instructions for filling in the APPLICATION FORM

1. Please read the Guidelines for Applicants carefully before filling in the Application form.
2. Please fill in all necessary fields in this form (font: Times New Roman or Calibri, font size: 11, spacing: single line).
3. The Application form must be completed in Lithuanian. Lithuanian and English summaries must be provided.
4. Please provide requested information in a brief and concise manner. Provide specific answers and explanations to the questions and instructions.
5. At the end of application form there is provided a checklist that may help you to fill in the application.
6. Completed Application form in .doc/.docx format, as well as signed, stamped (if applicable) and scaned Aplication form in .pdf format together with all necessary annexes must be sent to e-mail address [projektai@apf.lt](mailto:projektai@apf.lt). E-mail subject line: **Projektas.**

2019

# **1. MAIN INFORMATION ABOUT THE PROJECT, APPLICANT AND PARTNERS**

## 1.1.PROJECT SUMMARY

|  |  |
| --- | --- |
| **Project title in Lithuanian:** |  |
| **Project concept No.**  *(as given by the Fond Operator)* |  |
| **Project summary in Lithuanian:**  *Why is this project needed? What are the main challenges of the chosen outcome area?*  *What is the main objective of the project? Who are project's target groups?*  *What are the expected outcomes of the project (what changes will it bring)? How will these results be achieved?*  *(up to 2000 characters without spaces)* |  |
| **Project title in English:** |  |
| **Project summary in English:**  *Why is this project needed? What are the main challenges of the chosen outcome area?*  *What is the main objective of the project? Who are project's target groups?*  *What are the expected outcomes of the project (what changes will it bring)? How will these results be achieved?*  *(up to 2000 characters without spaces)* |  |

## 1.2 INFORMATION ABOUT THE APPLICANT

|  |  |  |
| --- | --- | --- |
| **Full organization name and its abbrevation** | |  |
| **Full organization name in English** | |  |
| **Code (Reg.No.)** | |  |
| **Legal form** | |  |
| **Shareholders/Members** | |  |
| **Registration address** | |  |
| **Address for correspondence** *(if differs from registration address)* | |  |
| **Head of organization** | **Position** |  |
| **Name, surname** |  |
| **Phone** |  |
| **E-mail** |  |
| **Contact person** *(if not the same as legal representative)* | **Position** |  |
| **Name, Surname** |  |
| **Phone** |  |
| **E-mail** |  |
| **Organization website and/or FB page address** | |  |

## 1.3 THE APPLICANT EXPERIENCE

|  |  |  |
| --- | --- | --- |
| Please briefly describe regular activity field of applicant organization, its organizational (human and technical) capacity as well as experience in the field of the Outcome that you are applying to. Also describe the geographical scope of the organization and/or its activities *(up to 2000 characters without spaces).* | | |
| *Brief description of organization's activity*  *Human and technical capacity*  *Experience in the field of the Outcome (not more than 3 previous projects, activities, etc.)* | | |
| **Applicant's financial turnover in the last 3 years, €** *(if organization is running for less than 3 years, fill in the data available)* | | |
| **2019** | **2018** | **2017** |
|  |  |  |
| **The number of projects implemented by the applicant in the last 3 years** *(if organization is running for less than 3 years, fill in the data available)* | | |
| **Year** | **The number of projects finalized** | **Total amount** |
| **2019** |  |  |
| **2018** |  |  |
| **2017** |  |  |

## 1.4 INFORMATION ABOUT THE PARTNER AND ITS EXPERIENCE

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Full organization name and its abbrevation** | | |  | |
| **Full organization name in English** | | |  | |
| **Code (Reg.No.)** | | |  | |
| **Legal form** | | |  | |
| **Registration address** | | |  | |
| **Address for correspondence** *(if differs from registration address)* | | |  | |
| **Head of organization** | **Position** | |  | |
| **Name, Surname** | |  | |
| **Phone** | |  | |
| **E-mail** | |  | |
| **Contact person** *(if not the same as legal representative)* | **Position** | |  | |
| **Name, Surname** | |  | |
| **Phone** | |  | |
| **E-mail** | |  | |
| **Organization website and/or FB page address** | | |  | |
| Please provide a brief description of the regular activity field of partner organization, its organizational (human and technical) capacity as well as experience in the field of Outcome that you are applying to. Also describe the geographical scope of the organization's activities *(up to 2000 characters without spaces).* | | | | |
| *Brief description of organization's activity*  *Human and technical capacity*  *Experience in the field of the Outcome (not more than 3 previous projects, activities, etc.)* | | | | |
| **Partner's turnover in the last 3 years, €** *(if organization is running for less than 3 year, fill in the data available)* | | | | |
| **2019** | | **2018** | | **2017** |
|  | |  | |  |
| **The number of projects implemented by the partner organization in last 3 years** *(if organization is running for less than 3 year, fill in the data available)* | | | | |
| **Year** | | **The number of projects finalized** | | **Total amount** |
| **2019** | |  | |  |
| **2018** | |  | |  |
| **2017** | |  | |  |

Information about each partner must be provided in a separate table. Please copy a table for each partner, if needed.

## 1.6 THE ROLE OF APPLICANT AND PARTNER(S) IN THE PROJECT (if the project is going to be implemented with the partners)

|  |  |
| --- | --- |
| **Applicant's name** |  |
| **Applicant's role in the project:**  *(briefly describe the role and responsibilities of the Applicant in the project)*  *(up to 1000 characters without spaces)* |  |
| **1st partner's name** |  |
| **Project partner's role:**  *(briefly describe the role and responsibilities of the partner in the project; explain the value of partnership for this project)*  *(up to 1000 characters without spaces)* |  |
| **2nd partner's name** |  |
| **Project partner's role:**  *(briefly describe the role and responsibilities of the partner in the project; explain the value of partnership for this project)*  *(up to 1000 characters without spaces)* |  |

Please copy the table for more partners, if needed.

# 2. PROJECT DESCRIPTION

## 2.1 INFORMATION ABOUT THE PROJECT

|  |  |  |
| --- | --- | --- |
| **Choose ONE of the ACF program outcomes, that your project contributes to mostly**  *(mark with X)* | **Outcome 1.** Increased citizen participation in civic activities |  |
| **Outcome 2.** Strengthened civil society watchdog/advocacy role |  |
| **Outcome 3.** Increased support for human rights |  |
| **Outcome 4.** Vulnerable groups are empowered |  |
| **Project scale** *(mark with X)* | Small projects  (Grant size – 5,000 – 15,000 €) |  |
| Medium projects  (Grant size – 15,001 – 80,000 €) |  |
| Large projects  (Grant size – 80,001 – 150,000 €) |  |

## 

## 2.2 PROBLEMS / THE IDENTIFICATION OF CHALLENGE AND JUSTIFICATION

|  |
| --- |
| Please clearly name the problem / challenge / needs that you are going to solve by implementing the project. Why is it a problem? How did you identify this problem? Describe the current situation providing the conclusions of consultations, statistics or researches; strategies that are related to the area of the challenge / problem / outcome, and etc. Also, introduce what is already done in the field (practice of your organization or other local/national/international organizations) related to the expected outcome of your project.  Describe how your project would contribute to the resolution of the problem *(up to 3000 characters without spaces).* |
| *Problem description*  *Situation analysis*  *How the project would contribute to the problem solving?* |

## 2.3 TARGET GROUP(S)

|  |  |
| --- | --- |
| Describe target group(s) of your project and its(their) needs: what is main target group(s) (indicate the gender, age, ethnic structure, if it is already known). What are the needs of the main target group? How did you recognize and identify it? Name every target group separately and specify their needs that should be taken into account by the project. Also indicate indirect (end) beneficiaries – groups that will receive the positive impact of the project. | |
| **Target group** | **The needs of main target group and their justification** |
| *1st target group* |  |
| *2nd target group* |  |
| *3rd target group* |  |
| *Add separate row for every target group* |  |
| **Indirect beneficiaries** |  |

## 2.4 GEOGRAFICAL PROJECT SCOPE

|  |  |
| --- | --- |
| At what level (local, regional, national, international) the project will be implemented? Indicate project's geographical scope (specify municipalities, where the project is going to be implemented, e.g. Vilnius city municipality, Vilnius district municipality, etc.) | |
|  |  |

# 3. PROJECT IMPLEMENTATION PLAN

## 3.1 PLAN OF ACTIVITIES

Indicate the project objective, tasks and results that you are willing to achieve during the project.

|  |  |
| --- | --- |
| **Project aim(s)** |  |
| **Project objectives:** |  |
| **Expected results:** |  |

Please describe activities, specify outputs (specific, tangible subjects, directly emerging out of project activities) and their target values. Indicate, who is in charge of each of activities. Please specify the changes that you are intended to achieve by implemented activities. Repeat the table for each objective separately.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **1. Objective:** | 1. ... | | | |
| **Number of activity** (e.g., 1.1, 1.2, etc.) **and its title** | **Description of the activity**  (what and how will be implemented?) | **Results of the activity**  (envisaged result(s) and its target value) | **Organization in charge**  Specify the name of organization (applicant, 1st partner, 2nd partner, etc.) in charge of the activity | **Change to be achieved**  (identify changes that are going to be implemented) |
| 1.1 ... |  |  |  |  |
| 1.2 ... |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **2. Objective:** | 2. ... | | | |
| **Number of activity** (e.g., 1.1, 1.2, etc.) **and its title** | **Description of the activity**  (what and how will be implemented?) | **Results of the activity**  (envisaged result(s) and its target value) | **Organization in charge**  Specify the name of organization (applicant, 1st partner, 2nd partner, etc.) in charge of the activity | **Change to be achieved**  (identify changes that are going to be implemented) |
| 2.1 ... |  |  |  |  |
| 2.2 ... |  |  |  |  |

## 3.2 PROGRAM RESULTS AND INDICATORS

The project must provide one or more pre-defined Outcome 1-4 and output indicators specifying the target value for each of them. When indicating the target value of the chosen indicator, please consider target values that are established for the ACF in Lithuania program (see the Program's results table[[1]](#footnote-1)). If the indicator is not relevant for your project, please leave the row empty. Filling in the table, indicate the number of the relevant activity (-ies).

|  |  |  |  |
| --- | --- | --- | --- |
| **Outcome 1** | | | |
| Expected results | Indicators | No. of project activity | Target value |
| *Outcome* |  |  |  |
| Increased citizen participation in civic activities[[2]](#footnote-2) | 1a. Share of target group demonstrating increased participation in civic activities (those people whose participation level the intervention aims to change) |  |  |
| 1b. Number of users of digital tools*[[3]](#footnote-3)* to promote public participation in civic activities |  |  |
| 1c. Number of people participating in consultations with a public decision-making body |  |  |
| *Output* |  |  |  |
| 1.1 Citizens’ participation in civic activities promoted | 1.1a. Number of awareness raising campaigns led by supported CSOs |  |  |
| 1.1b. Number of volunteers working in supported CSOs |  |  |
| 1.2 Citizens involved in public policy decision-making at national and local levels | 1.2a. Number of CSOs involving citizens in public policy decision-making |  |  |
| 1.2b. Number of digital tools developed to promote public participation in civic activities/involvement in public policy decision making |  |  |
| 1.3 Civic education supported | 1.3a. Number of partnerships between CSOs and educational institutions on civic education |  |  |
| 1.3b. Number of people educated about civic rights and participation |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Outcome 2** | | | |
| Expected results | Indicators | No. of project activity | Target value |
| *Outcome* |  |  |  |
| 2. Strengthened civil society watchdog/advocacy role | 2a. Number of national policies and laws influenced by CSOs |  |  |
| 2b. Number of CSOs using evidence-based research to support their advocacy and policy work |  |  |
| *Output* |  |  |  |
| 2.1 Policy input submitted by CSOs | 2.1a. Number of CSO policy submissions aimed at influencing polices, legal regulations and public decisions |  |  |
| 2.2 Transparency and accountability of public institutions promoted | 2.2a. Number of monitoring initiatives by supported CSOs promoting transparency and accountability of public institutions |  |  |
| 2.2b. Number of campaigns by supported CSOs promoting transparency and accountability of public institutions |  |  |
|  | 2.2c. Number of CSOs actively using the media[[4]](#footnote-4) to further their advocacy work |  |  |
| 2.2d. Number of digital tools developed to promote public participation in civic activities/involvement in public policy decision making |  |  |
| 2.3 Intersectoral CSO cooperation supported | 2.3a. Number of joint advocacy initiatives by supported CSOs |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Outcome 3** | | | |
| Expected results | Indicators | No. of project activity | Target value |
| *Outcome* |  |  |  |
| 1. Increased support for human rights | 3a. Number of national policies and laws influenced by CSOs |  |  |
| 3b. Share of target group disapproving of public statements that express negative views or hatred against vulnerable groups |  |  |
| 3c. Share of target group expressing favourable views to gender equality |  |  |
| *Output* |  |  |  |
| 3.1 Implementation of international human rights standards promoted | 3.1a. Number of advocacy campaigns promoting human rights carried out |  |  |
| 3.1b. Number of strategic litigation cases supported |  |  |
| 3.1c. Number of CSOs supported to monitor the implementation of international human rights standards |  |  |
| 3.2 Awareness-raising on human rights and equal treatment promoted | 3.2a. Number of awareness raising campaigns on human rights carried out |  |  |
| 3.2b. Number of people educated on human rights and equal treatment |  |  |
| 3.3 CSOs actively address gender equality and GBV | 3.3a. Number of CSOs working on gender equality |  |  |
| 3.3b. Number of CSOs working on gender based violence |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Outcome 4** | | | |
| Expected results | Indicators | No. of project activity | Target value |
| *Outcomes* |  |  |  |
| 1. Vulnerable groups are empowered | 4a. Number of vulnerable individuals reached by empowerment measures |  |  |
| 4b. Number of beneficiaries of services provided or improved |  |  |
| 4c. Share of target group disapproving of public statements that express negative views or hatred against vulnerable groups |  |  |
| *Outputs* |  |  |  |
| 4.1 Members of vulnerable groups trained or involved in advocating for their needs/the needs of their community | 4.1a. Number of vulnerable individuals trained in advocacy or involved in advocating for their needs/the needs of their community |  |  |
| 4.2 New or improved services addressing the needs of vulnerable groups promoted | 4.2a. Number of new or improved services addressing the needs of vulnerable groups *(new method in the context of the ACF Program refers to a new tool of assistance or service introduced to a specific community, where it did not exist before)* |  |  |
| 4.3 CSOs promote inclusion and awareness of vulnerable groups | 4.3a. Number of supported CSOs working to promote inclusion and awareness of vulnerable groups |  |  |
| 4.3b. Number of professional staff trained in working with vulnerable groups |  |  |

## 3.3 PROJECT COMPLIANCE WITH THE OVERLL AIMS OF THE ACF PROGRAM IN LITHUANIA

|  |
| --- |
| Briefly describe to what extent the results of the project shall comply with at least one of the following ACF program's overall aims:   1. Strengthened civil society and active citizenship; 2. Vulnerable group empowered.   *(up to 500 characters without spaces)* |
| ... |

## 3.4 PROJECT COMPLIANCE WITH THE THEMATIC PRIORITIES

|  |
| --- |
| Briefly describe to what extent the results of the project shall contribute to the strengthening of at least one of the following thematic priorities:   * outreach to under-served geographic areas * outreach to under-served target groups, in particular victims of GBV * inter-cultural dialogue with particular emphasis on national minorities * youth inclusion   *(up to 500 characters without spaces)* |
| ... |

## 3.5 COMMUNICATION PLAN

Please prepare a plan for communication with the target group(s), project beneficiaries and general public. Please consider communication activities that would help to achieve project aims and objectives, as well as publicity for presenting and promoting project activities. Provide information regarding aims, actions, channels, expected results and impact of your communication activity.

If your project already includes communication or awareness-raising campaign or actions, indicate them in the table bellow according to the specific communication objective.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Communication objective(s)** |  | | | |
| **Target group**  *(who the communication is for, e.g., general public, potential participants of the training etc.)* | **Description of communication activity and channel to be used** | **Output(s) of the communication and their target value** | **Responsibility for the implementation** *(specify what organization is in charge for each of the activities)* | **Expected outcome(s)**  *(specify the outcome(s), i.e. changes that you expect from the communication activity)* |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

Add more rows, if needed.

## 3.6 CAPACITY BUILDING OF THE APPLICANT AND PARTNER(S) ORGANIZATIONS

All projects shall include activities aimed at strengthening organizational capacity, taking into account that 10-15% of the project grant must be allocated to the organizational development or capacity building. Please provide information about the activities implemented by the applicant and, if relevant, partner(s) organization in the table below. Needs, outputs and benefit should be considered. Please, use a separate table for each capacity building need.

|  |  |  |
| --- | --- | --- |
| 1. **Capacity building need** (what organization needs)*:* | | |
| **...** | | |
| **Activity foreseen to fulfil the need** (*what shall we do)* | **Output**  *(what will be achieved; how many person/organizations shall be involved, how many persons should improve their competencies, etc.)* | **Benefit for the organization/community**  *(what would change, how the improved or strengthened capacities shall be employed, etc.)* |
| 1.1 |  |  |
| 1.2 |  |  |
| 1.3 |  |  |
|  |  |  |
| 1. **Capacity building need** (what organization needs)*:* | | |
| **...** | | |
| **Activity foreseen to fulfil the need** *(what shall we do)* | **Output**  *(what will be achieved; how many person/organizations shall be involved, how many persons should improve their competencies, etc.)* | **Benefit for the organization/community**  *(what would change, how the improved or strengthened capacities shall be employed, etc.)* |
| 2.1 |  |  |
| 2.2 |  |  |
| 2.3 |  |  |
|  |  |  |

## 3.7 PROGRAM RESULTS FOR CAPACITY BUILDING

The project must provide one or more pre-defined Outcome 5 and output indicators specifying the target value for each of them. When indicating the target value of the chosen indicator, please consider target values that are established for the ACF in Lithuania program (see the Program's results table[[5]](#footnote-5)). If the indicator is not relevant for your project, please leave the row empty. Filling in the table, indicate the number of the relevant activity (-ies).

|  |  |  |  |
| --- | --- | --- | --- |
| **5 Outcome** | | | |
| Expected results | Indicators | No. of project activity | Target value |
| Outcome |  |  |  |
| 1. Enhanced capacity and sustainability of civil society | 5a. Number of CSOs with at least two funding sources out of which at least one comprises at least 30% of their total budget |  |  |
| 5b. Number of initiatives implemented through partnerships between CSOs and public/private entities |  |  |
| 5c. Number of CSOs that regularly disseminate information on their activities and results to the public |  |  |
| 5d. Number of CSOs with effective management procedures |  |  |
| 5e. Number of CSOs with effective management procedures |  |  |
| *Outputs* |  |  |  |
| 5.1 Capacity building provided to CSOs | 5.1a. Number of CSOs participating in capacity building initiatives funded by the Program *(provided within the ACF Program in the areas of financial sustainability, organizational development and management, communication, governance, impact sustainability, advocacy, etc.)* |  |  |
| 5.1b. Number of professional staff trained |  |  |
| 5.1c. Number of CSOs assessing their organizational capacity building needs and preparing action plans based on the assessment |  |  |
| 5.1d. Number of CSOs developing financial sustainability plans |  |  |
| 5.1e. Number of CSOs developing impact assessment plans |  |  |
| 5.2 CSO strategies to engage citizens in CSO activities developed | 5.2a. Number of CSOs with new or updated plans to engage their constituencies |  |  |
| 5.3 CSO partnerships with public/private entities developed | 5.3a. Number of CSO partnerships with public/ private entities |  |  |

## 3.8 CALENDAR OF THE PROJECT ACTIVITIES

Please provide provisional information about the schedule of project activities (on a quarterly basis). Mark »x« the quarters when the related activity is planned to take place. Please also include the communication and capacity building activities from the tables 3.5 and 3.6. Activity titles should be the same as in the description above.

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Year** | **2020** |  | **2021** |  |  |  | **2022** |  |  |  | **2023** |  |
| **Activity** | **Quarter 3** | **Q4** | **Q1** | **Q2** | **Q3** | **Q4** | **Q1** | **Q2** | **Q3** | **Q4** | **Q1** | **Q2** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |  |  |  |  |  |  |

Add rows, if needed.

## 3.9 PROJECT TEAM

Please introduce here members of the project team.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name and role in the project** | **Main responsibilities** *(specify activities for which the team member is responsible)* | **Way of involvement**  *(work contract, voluntary work, etc.)* | **Experience** *(specify up to 3 activities/experiences of the team member that are important for the project)* **/ Qualification requirement** *(if there is no specific person in the place yet)* | **Organization** *(applicant, partner - specify)* |
|  |  |  |  |  |
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Add rows, if needed.

## 3.10 RISKS PLAN

What risk may affect the implementation of the project? What can jeopardize the implementation of the objectives? What steps shall be taken to prevent or mitigate the risks? Identify all potential project risks (e.g., risk of ensuring project results, financial risk, institutional risk, publicity and dissemination risk, political risk).

|  |  |  |
| --- | --- | --- |
| **Description of the potential risk** | **Likelihood of occurrence (low/medium/high)** | **Description of the response** *(preventive or mitigation actions)* |
| **Risk of ensuring project results:** |  |  |
| **Financial risk:** |  |  |
| **Institutional risk**: |  |  |
| **Publicity and dissemination risk:** |  |  |
| **Political risk:** |  |  |

## 3.11 SUSTAINABILITY OF THE PROJECT RESULTS

|  |
| --- |
| Please explain, how sustainability of the results is going to be ensured after the end of the project in organizational and financial terms. Do you intend to continue project's activities? If yes, how are you going to ensure this? Please be specific and indicate the specific financial resources that you will be able to use to continue the project.  If you plan to acquire equipment during the implementation of the project, indicate the financial resources to maintain it (insurance, maintainance) and use them for at least five (5) years after the end of the project. *(up to 1500 characters withouth spaces)* |
| ... |

## 3.12 LONG-TERM IMPACT OF THE PROJECT

|  |
| --- |
| Please explain the long-term impact of the project for the target groups, your organization / partnership and / or the NGO sector? How the target groups and other stakeholders could use the result of the project? *(up to 1500 characters withouth spaces)* |
| ... |

# 4. PROJECT BUDGET

When submitting the application, please complete and attach the project budget form in Excel format as a separate file. Please note that different budget forms are filled in for small projects and for medium / large projects. Make sure that the amount of the grant requested does not exceed the limits set.

# 5. ANNEXES OF THE APPLICATION FORM

The following documents shall be attached to the application form (*mark X*):

|  |  |  |
| --- | --- | --- |
| 1. | Applicant declaration |  |
| 2. | Partner(s) declaration(s) (*if relevant)* |  |
| 3a. | Budget for large or medium project (in Excel) |  |
| 3b. | Budget for small project (in Excel) |  |
| 4. | Authorization to sign the application (*if application is signed not by the head of organization*), in .pdf format |  |

# 6. CHECKLIST

(*Mark X*):

|  |  |  |
| --- | --- | --- |
| 1. | Completed full project application in .doc/.docx format |  |
| 2. | Completed, signed, stamped (if relevant) and scanned application form, in .pdf format |  |
| 3. | Completed relevant budget form in .xls/.xlsx format |  |
| 4. | Completed, signed, stamped (if relevant) and scanned applicant declaration, in .pdf format |  |
| 5. | Completed, signed, stamped (if relevant) and scanned partner(s) declaration(s), in .pdf format |  |
| 6. | Signed, stamped (if relevant) and scanned authorization to sign the application (*if application is signed not by the head of organization* (s), in .pdf format |  |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position, name, signature of the head of organization or person authorised, date, stamp (if applicable)

1. Results framework of the ACF programme in Lithuania: <https://apf.lt/en/rezultatai/> [↑](#footnote-ref-1)
2. E.g., donation to charities or support to people and organisations in need in any other ways; participation in environment cleaning activities; participation in local community activities; participation in NGO activity or gathering; reports of violations of the law to the state controlling bodies, signing of petitions and boycotts of products; volunteering, etc. [↑](#footnote-ref-2)
3. Digital tools are programs, websites or online resources that can make tasks easier to complete. [↑](#footnote-ref-3)
4. E.g, internet, TV, advertisement, music and video, newspapers, magazines, etc. [↑](#footnote-ref-4)
5. Results framework of the ACF programme in Lithuania: <https://apf.lt/en/rezultatai/> [↑](#footnote-ref-5)