Subgrant application form

Reference: MoreThanAJob – Call for sub-grants in Lebanon

Deadline for submission of application: 20.06.2021

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| Title of the action: |  |
| Location(s) of the action: | *Country: Lebanon**Region: All Lebanese Territories*  |
| Name of the applicant |  |

1. **Applicant information data**

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| **Applicant** |  |
| **Official name of the organisation in the original language** |  |
| **Translation in English** |  |
| **Acronym** |  |
| **Registration number (or equivalent)** |  |
| **Country and region** |  |
| **Official address** |  |
| **Legal status**  |  |
| **VAT** |  |
| **Website** |  |
| **Telephone number** |  |
| **Legal representative** | Name: Email:Role: |
| **Contact person** | Name: Email:Role: |
| **Brief description of the institutional mission and main activities**  |  |

1. **Summary of the action**

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| **Title of the action:** |  |
| **Location(s) of the action:**  | Specify country(ies), region(s) that will benefit from the action |
| **Total duration of the action (months):** |  |
| **Requested EU contribution (amount and percentage of total eligble costs)** | <amount in EUR><% of total eligible costs> |
| **Total budget** | <amount in EUR> |
| **Target groups** |  |
| **Final beneficiaries** |  |
| **Theme** *Please, select only the main theme addressed by the action.*  | [ ]  Family and income support [ ]  Health and counselling services [ ]  Education and training [ ]  Career guidance and employment support[ ]  Culture and participation |

1. **Abstract** *[max 2000 characters]*

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| *Include an abstract of your project proposal, including at least the main aim, target group(s), final beneficiaries and other stakeholders you will collaborate with for the implementation of the project. You should also mention the collaboration that will be established with the public administration for the implementation of the foreseen activities.*  |
| *If you are applying in language other than English, you must include the abstract also in English.* |

1. **Description of the action**

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| **Needs assessment** *[max 4000 characters]* |
| *Provide an overview of the context in which the project will be implemented, including at least: an analysis of the need(s) to be addressed and of the local socio-economic situation; the target group(s) of your activities and why they have been chosen. Such needs assessment should include relevant and reliable data.* |
| **Relevance of the action** *[max 4000 characters]* |
| * *Describe how the action will contribute to the objectives of the MorethanAJob project.*
* *Describe how the action is relevant for the specific theme selected.*
* *Describe any specific added-value elements of the action, e.g., the promotion or consolidation of public-private partnerships, innovation and best practice.*
 |
| **Main objectives** *[max. 2000 characters]* |
| *Explain the main objective(s) of the action and how they will contribute to the achievement of the expected results, including in reference to the indicators outlined in section 1.2 of the Guidelines for sub-grants applicants.*  |
| **Design and implementation of the action** *[max 6000 characters]* |
| * *Present the intervention logic, explaining the planned activities including qualitative and quantitative indicators, how the activities will lead to the outcome(s) and to the expected short- and long-term impact.*
* *Describe in detail the methodologies of implementation. Please, state if you are including Morethanajob portal (*[*www.joinmorethanajob.org*](http://www.joinmorethanajob.org)*) in your action and, if yes, how will use it.*
 |
| **Social Solidarity Economy (SSE) Actors – Public administration cooperation** *[max 4000 characters]* |
| *Refer to the relevant national, regional and/or local policies dealing with the proposed intervention and the need for SSE-PA cooperation.* *Provide information about the public entity(-ies) you aim to involve in the project, their relevance for the achievement of the project’s objectives, and your strategy to involve them.*  |
| **Impact** *[max 3000 characters]* |
| *Describe the expected impact of the action on its target group/beneficiaries and local context with qualitative and quantified data where possible distinguishing between:* * *Short-term - the results you aim to reach during the project lifetime. Please, refer to the indicators outlined in the section 1.2 of Guidelines for sub-grants.*
* *Long-term – the results you consider to achieve also after the project ends. Is the project action suitable to generate new jobs in the long-term? If yes, please approximately estimate the number.*
 |
| ***Communication and dissemination*** *[max 3000 characters]* |
| *How do you plan to disseminate information about the action, its activities and its results? Please specify:* * *communication needs and objectives*
* *target groups*
* *stakeholders or other organisations that could possibly be supporters and multipliers of the communication activities communication channels/tools will be used to convey the messages to your target groups and multipliers*
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1. **Action plan** *[add as many rows as necessary]*

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Activity** | **Month 1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** |
| *<Activity nr. and name>* |  |  |  |  |  |  |  |  |
| *<Activity nr. and name>* |  |  |  |  |  |  |  |  |
| *<Activity nr. and name>* |  |  |  |  |  |  |  |  |

1. **Experience of applicant**

Please provide a description of similar actions managed by your organisation in the past three years (max 5 actions)

Maximum 1 page per action.

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| **Location of the action** | **Cost of the action (EUR)** | **Role in the action** (coordinator, co-beneficiary) | **Name of donor** | **Dates** (from dd/mm/yyyy to dd/mm/yyyy) |
| … | … | … | … | … |
| **Short description of objectives and results of the action** |  |

**Declaration by the applicant[[1]](#footnote-1)**

The applicant, represented by the undersigned, being its authorised signatory, hereby declares that:

* the applicant has the financial capacity and professional competence and qualifications to implement the proposed action;
* the applicant is directly responsible for the preparation, management and implementation of the action, and is not acting as an intermediary;
* the applicant is not in any of the situations excluding them from participating in contracts foreseen by the applicable legislation
* the applicant is eligible in accordance with the criteria set out in the guidelines for applicants;
* if recommended to be awarded a grant, the applicant accepts the contractual conditions as laid down in the standard subgrant contract annexed to the guidelines for applicants.

We acknowledge that if we participate in spite of being in any of the situations for exclusion or if the declarations or information provided prove to be false, we may be subject to rejection from this procedure.

Signed on behalf of the applicant

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| **Name** |  |
| **Signature** |  |
| **Position** |  |
| **Stamp of the organisation** |  |
| **Place and Date** |  |

1. This declaration must be printed on headed partner of the application organisation, signed, stamped and attached as a scanned copy to the application. [↑](#footnote-ref-1)