

Application form

“For Roma, with Roma” – promoting grassroots engagement, public and political participation, and enhancing security of Roma and Sinti communities

Project title:		
Implementing organization:		
Legally registered address of the organization:		
Project duration:	From:	To:
Thematic area:		
Geographic location:		
Project total budget: (Project total budget = ODIHR budget contribution + partner contribution)		
ODIHR/CPRSI total budget:		
Partner contribution:		
Project manager:		

Narrative

Background

Please provide a description of the history and current situation in the policy area, stakeholders, relevant legal frameworks, and past/current interventions by the organization or other organizations and their impact. In all of these aspects, please also describe the situation of Roma and Sinti women, and how any interventions by the organization affected these groups. (max. ½ page)

Problem analysis

Please provide an account of the problematic situation to be addressed by the project and its causes, implications of the problem and identification of the groups affected by it, including aspects relating to Roma and Sinti women. (max. ½ page)

Project objective

What is the expected end result to be achieved by the project? Please provide justification of its relevance in view of problem analysis, including the gender-relevant objectives. (max. ½ page)

Project's sustainable outputs

What deliverables will be produced by the activities and how will they contribute to the achievement of the project's objective? Please also specify any gender sensitive aspects of project outputs. (max. ½ page)

Project's key activities

What will be done to achieve output? What resources will be used? How will stakeholders and partners be involved, and what are the track records of possible partners? Please also specify the roles of Roma and Sinti women in any planned action. (max. 1 page)

Stakeholder involvement and partnership

Who are the project's relevant stakeholders? Describe the project partners' relevant experience in the implementation of similar projects, as well as the expected contribution of partners and the extent of their responsibilities. Please also specify the involvement and roles of Roma and Sinti women among stakeholders. (max. ½ page)

Plan for monitoring

Where, when, by whom, how often and by what means will the implementation of the project be monitored? How will you monitor the implementation of the project from the point of view of gender equality? When and how often will interim project reports be submitted? (max. ½ page)

Plan for evaluation

Where, when, by whom and by what means will the implementation process of the project and its final result (impact) be evaluated? How will you evaluate the gender aspects of the implementation process?(max. ½ page)

Sustainability and exit strategy

How are the project outputs sustainable in the long run? What steps need to be taken in order for the organization's engagement to cease and for outputs to be handed over? Who will take ownership of project outputs? What activities will be continued after implementation and by whom? Is further funding necessary to continue, sustain or safeguard outputs? Who will cover the potential costs? What other related projects may this project directly encourage? Please also specify any gender relevant aspects of the project's sustainability prospects. (max. ½ page)

List of (selected) relevant projects

What (selected) relevant projects or other activities (max. 3 projects) have your organization carried out in the last three years? Which donors funded them? (max. ½ page)

Biographies of key persons

Please include a short biography of the project manager and (at most) two other key people responsible for the implementation of the project. (max. ½ page)

Project matrix				
	Narrative summary	Objectively verifiable indicators (OVI)	Means of verification (MOV)	Assumptions
Project objective	1. 2. ...			
Outputs	1. 2. ...			
Activities	1.			

Project activity plan					Start date:					End date:					
#	Activity	Milestone	Responsibility	Month	Month	...									
1	1. Activity			x	x										
2															
3															
4															
5															
6															
7															
8															

Detailed budget				
DESCRIPTION	AMOUNT	UNITS		TOTAL
	(€)		Quantity	
I. STAFF COSTS (e.g. staff salaries, travel and accommodation; external experts fees, travel and accommodation)				
TOTAL				
II. OPERATIONAL COSTS (e.g. supplies, meetings/events, office cost and utilities)				
TOTAL OPERATIONAL COSTS				
TOTAL				
GRAND TOTAL				