Austrian Development Agency

Unit Zivilgesellschaft International

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**Please note that the present document is not a certified translation. In case of any discrepancies the German version shall prevail.**

# Application for EU Co-financing in developing countries

The application may be made in German or English. Consultation with the Unit Civil Society International is required for submissions in other languages.

|  |  |
| --- | --- |
| Applicant | Local project partner |
| Name: | Name: |
| Function (e.g. Lead Agency, consortium partner, other partner, …): |  |
| Legal form, year of establishment, ZVR No.: | Legal form, year of establishment: |
| Address: | Address: |
| Telephone, e-mail: | Telephone, e-mail: |
| Authorised signatory (position): |  |
| Project officer, tel., e-mail: | Project officer/contact: |
| Consortium partner if applicable |  |
| Name: | Address: |
| Project officer: | Telephone, e-mail: |

## Project name (max. 5 words)

## EU budget line (exact name)

## EC Deadline for submitting Full Application

**Contact person at European Delegation (E-Mail)**

|  |  |
| --- | --- |
| Project country: | Project region/place: |
| Planned duration from: | to: |

## Financing in euros

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Planned total  project costs | EC contribution | ADC funding  applied for  (**round to 100 euros**) | Applicant organisation’s own funds (including membership fees, contributions from sponsors, etc.) | Consortium partner/ Third-party funds if applicable (other public funding bodies) **including indication of origin** |
|  |  |  |  |  |
| 100% | …% | …% | …% | …% |

## Brief description of project (German)[[1]](#footnote-1)

Summary of background/problem, goal, target group(s), activities, expected results (analogue to EC application)

## Quality criteria[[2]](#footnote-2)

* How does the project partner participate in the project planning and implementation? How does the project partner interact with the applicant? What is the applicant’s role in the project implementation?
* How is the project coordinated with the development plans/programmes in the partner country?
* What kind of cooperation will there be with other relevant stakeholders (national, local governments, authorities, etc.)?
* What sustainable effects will the project have after completion?
* How will ADC cross-cutting themes (poverty reduction, promotion of democracy and human rights, gender, environment, inclusion of disadvantaged groups such as children, elderly persons and persons with disabilities) be allowed for?
* Which SDG target(s)[[3]](#footnote-3) and EU Gender Action Plan (GAP) II[[4]](#footnote-4) objectives do the expected results contribute to?

## Processing of personal data

During initiation and performance of grant agreements, for audit purposes and to fulfil its statutory mandate, ADA may process personal data of natural persons that are collected by ADA or transferred or disclosed to ADA by the grant applicants or third parties under their instruction, e.g., personal data of employees, legal representatives, agents or other partners of the grant applicants or such third parties.

By signing and submitting this grant application, each grant applicant acknowledges:

* to have taken note of ADA’s **Privacy Notice** <https://www.entwicklung.at/en/media-centre/privacy-notice> (’ADA Privacy Notice’);
* to ensure that each direct or indirect **transfer or disclosure** of personal data to ADA during the initiation or performance of a grant agreement (or to prove the grant funds are used properly and for the agreed purposes) are **lawful** pursuant to applicable data protection law;
* to ensure that all persons, whose personal data are transferred or disclosed to ADA, were promptly and demonstrably **provided** the **ADA Privacy Notice**; and
* that if a grant agreement is concluded and in accordance with its terms, ADA **publishes**, in particular on the ADA website, information about the supported measure as well as reports created during implementation of the measure.

## Legal obligation

The applicant confirms the correctness and completeness of the above information and accepts the commitments associated with these Funding Guidelines for EU co‑financing. If the application is successful, it is willing to conclude a funding agreement in accordance with the General Terms and Conditions for Funding.

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Place and date Signature

Annexes

Concept Note (as per EC format)

Logical framework (as per EC application)

Project budget (as per EC application) [[5]](#footnote-5)

Copy of contract with the EC (first page to signature)

Copy of the „Partnership Agreement“ (in case the application is submitted by a consortium or other partner)

1. After approval of the application by the EC, the short description in the final funding application to ADA must be in German. [↑](#footnote-ref-1)
2. The questions are based on the EC standard forms and can be answered with reference to the EC Concept Note. With two-stage application procedures questions 1-4 need not be answered if the Concept Note is in English or German. [↑](#footnote-ref-2)
3. A complete list of all SDG targets can be found here: <https://sustainabledevelopment.un.org/topics/sustainabledevelopmentgoals> [↑](#footnote-ref-3)
4. A complete list of the EU GAP II thematic priorities and objectives can be found here: <http://www.entwicklung.at/fileadmin/user_upload/Fotos/Themen/Gender/Gender_Action_Plan_2016-2020_Council_Conclusions.pdf> [↑](#footnote-ref-4)
5. Enclose logical framework and project budget if available. After approval of the application by the EC the logical framework, project budget and a copy of the funding agreement with the EC must be included with the final funding application to ADA. [↑](#footnote-ref-5)