# Project Application

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| --- | --- | --- | --- |
| **Date of application** |  | **Project code** |  |
| **Project title** |  |
| **Planned duration of the project** | Start date: End date: |
| **Name of the Applicant Organisation, address and legal representative** |  |
| **Contact person** |  |
| **Legal status** |  |
| **Project geographical scope** |  |
| **Project manager: name,e-mail, phone** |  | **Involved partners, as co-funders or co -beneficiaries** |  |

# Project summary

*>> After completing the application, provide a short summary of the project (background, objectives, partnership, activities and expected outputs and results), in max. 250 Words<<*

# Applicant organisation

*>>Present your organisation and references that show your expertise and competences for the proposed project application, max. 250 Words<<*

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# Consistency with BaltCF funding priorities

*>>Explain how your project will contribute to the* ***funding priorities*** *published on the BaltCF website. Describe in detail your planned solutions to those specific nature conservation problems of the Baltic Sea max. 250 Words<<*

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# Problem description and geographic scope

*>> What is the problem and why is there urgency to act? Define the project region and describe the status quo of your project topic in this region. Summarize the main threats and opportunities for the selected project topic and area. max. 500 Words<<*

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# Beneficiaries and strategic context

*>>Who will benefit from the project? Does the project comply with nature conservation policies or strategies on national or European level? max. 500 Words<<*

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# Experience and scientific state-of-art

*>>Explain what has already been done in the context of your topic and what practical experience can be used. Is there a solid scientific knowledge, similar projects and solutions that can be adapted? ca. 500 words<<*

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# Project goal and objectives

*>> What is your project goal and your objectives, and what long term effect will be achieved when the project goal is achieved? max. 250 words<<*

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***NOTE! GOAL and OBJECTIVES must have a clear link with OBJECTIVES and ACTIVITIES in the table below***

# Activities

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| **Objectives/Activities***(add rows if needed)* | **Outputs,** what is the direct effect of your activity | **Impact/Outcomes,** how the objectives contribute to your goal, and how your activities contribute to their objective | **Indicator,** how will you measure success |
| 1. **Objective**
 |
| * 1. Activity
 |  |  |  |
| * 1. …
 |  |  |  |
| * 1. …
 |  |  |  |
| * 1. …..
 |  |  |  |
| 1. **Objective**
 |
| 2.1…. |  |  |  |
| 1. **Objective**
 |
| ….. |  |  |  |

*>>Add for each activity or group of activities a specific description how you will ensure it´s implementation and explain why it is relevant for the chosen objective, please also explain what effects your project will have with regards to the main problems it addresses. Ca 500 words<<*

# Time plan & Milestones

*>>Please fill the Project Budget Form in xls* *(Annex 3)*.

*Here please explain what are the main threats and uncertainties with the time plan, what is your approach to keep the foreseen time plan? What are the* ***most important deadlines and milestones*** *in your project? max. 250 words<<*

Threats/uncertainties:

Milestone 1:

Milestone 2:

Milestone 3:

*…*

# Partnership

*>>Name the most important partners in the project and their roles:*

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| --- | --- | --- |
| **Partner organisation and contact person***(add rows if needed)* | **Importance for the project.** *Which objectives and activities they are going to contribute to?* | **Role in the project:** * *Beneficiary (B)*
* *Financial contributor (C)*
* *Independent collaborator (I)*
* *contracted External Expert (EE)*
 |
| 1. |  |  |
| 2. |  |  |
| 3. |  |  |
| 4. |  |  |

# Communication with stakeholders

*>>Who are the main stakeholders of the project and how you intend to engage them? Who are the key opponents or supporters of your work? Describe your communication activities and what is their expected outreach? ca. 500 words<<*

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# Project budget

*>>Please fill out the Project Budget Form in .xls* *(Annex 1-2).*

*Here please list the main: 1) external contracts 2) investments and equipment planned in the project and provide additional explanations on their character. Provide also more details for staff and travel if the requested amounts are unusually high. Max 250 words<<*

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# Financing sources

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| --- | --- |
| **Total funding needed for the Project:**  |  |
| **Funding requested from BaltCF:**  |  |
| **Own contribution committed (min. 10%):** |  |
| **Other funding committed:** |  |

*>>Please explain how you will ensure own contribution, and for external funding sources please name origin and conditions for this co-funding. Please provide additional information if there are any specific commitments, agreements or conditions to be met or agreed for linking different founding sources, max 250 words<<*

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# Sustainability

*>>How will you ensure sustainability of the project after the funding, how will you evaluate success, is an internal or external evaluation foreseen? max 250 words<<*

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|  |  |
| *Name* |  |

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| --- | --- |
|  |  |
| *Position* |  |

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| --- | --- |
|  |  |
| *Signature and stamp (if available)* |  |

|  |  |
| --- | --- |
|  |  |
| *Place, date* |  |

By signing this project application I confirm that:

* I am authorized to submit this application
* the information in the concept is accurate and true to my best knowledge
* in case of approval of the concept my organization is committed to develop a full application in line with the BaltCF requirements;
* I agree to the processing of our project information and personal data for the purposes of the project selection procedure