Application creation prerequisites	
Do you submit this project proposal as the lead applicant? ▶	Where is your organisation based? ▶
Is your organisation a Civil Society Organisation or a Public Benefit Foundation, as defined in the relevant Law? ▶	When was your organization legally established? ▶
Have you submitted any other application under the programme as Lead Applicant? ▶	Do you participate as a partner in any other application submitted under the programme? ▶
Do you submit your proposal with a partner? ▶	
Is the partner organisation based in Cyprus? ▶	
Is the partner organisation a Civil Society Organisation or a Public Benefit Foundation, as defined in the relevant Law? ▶	When was the partner organization legally established? ▶
Has the partner submitted any other application under the programme as Lead Applicant? ▶	Has the partner participated as Partner in any other application submitted under the programme? ▶
Is the duration of the project proposal between 10-14 months? ▶	Is the budget for the project proposal within the range of 20,000 to 60,000 EUR? ▶
Lead Applicant	
Information about the organization	
Legal Name in English ▶	Legal Name in Greek ▶

Legal Status ▶	
T.I.N. Number ▶	
Legal establishment date ▶	Registered Address ▶
District ▶	
Municipality / Community (CY) ▶	Website ▶
Account Phone ▶	Email ▶
Legal representative	
First Name ▶	Last Name ▶
Phone Number ▶	Email ▶
Is the legal representative also the contact person for the project proposal? ▶	
Organization Description	
Brief description of the organization (Indicate the vision, mission, objectives, and the structure of the organisation) (max. 200 words) ▶	Briefly explain how the organization's previous experience has contributed to its capacity to implement the proposed project (max. 300 words) ▶
Thematic area of activities (you can choose more than one area) ▶	Other thematic area of activities if applicable ▶

Organisation's Target Groups (you can choose more than one target group) ▶	Target Groups - Other ▶
Geographical scope in which your organization operates: ▶	
Do you implement activities in other areas as well? ▶	
Activities District ▶	
Activities Municipality /Community ▶	Total number of paid staff at the date of completing the application (including permanent, temporary, part-time, etc.) ▶
Total number of volunteers at the date of completing the application ▶	
Experience in project implementation: Describe up to 5 most relevant to the call activities and projects realized by the organisation over the last three (3) years	
Activity/project title ▶	
Start ▶	End ▶
Role (Coordinator or Partner) ▶	Activity/Project Budget (€) ▶
% of budget managed by the organisation	Brief description of the activity/project (max 70 words)

▶	▶

Funding source:
▶

Does the organization fall into at least one of the following categories?

Small	Grassroots
▶	▶

Rural based	Special category not applicable
▶	▶

Financial Data

Lead Applicant

Does the organization have financial data for at least the last 2 tax years?
▶

Please complete the following fields for Tax Year : 2023

Please enter the annual revenue (taxable & nontaxable)
▶

Is the organisation audited by a certified auditor and has the relevant financial statements, including notes, and the audit report (by a certified auditor) for the above mentioned required tax year?	
▶	

Please complete the following fields for Tax Year : 2024

Please enter the annual revenue (taxable & nontaxable)
▶

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Με τη συγχρηματοδότηση:

ΙΔΡΥΜΑ
ΜΠΟΔΟΣΑΚΗ   NGO

Is the organisation audited by a certified auditor and has the relevant financial statements, including notes, and the audit report (by a certified auditor) for the above mentioned required tax year? ▶	

Partner	

Information about the organization	
Legal Name in English ▶	Legal Name in Greek ▶
Legal Status ▶	
T.I.N. Number ▶	
Legal establishment date ▶	Registered Address ▶
District ▶	
Municipality / Community (CY) ▶	Website ▶
Account Phone ▶	Email ▶
Legal representative	
First Name ▶	Last Name ▶
Phone Number ▶	Email ▶
Is the legal representative also the contact person for the project proposal?	

▶ Yes	
Organization Description	
Brief description of the organization (Indicate the vision, mission, objectives, and the structure of the organisation) (max. 200 words) ▶	Briefly explain how the organization's previous experience has contributed to its capacity to implement the proposed project (max. 300 words) ▶
Thematic area of activities (you can choose more than one area) ▶	Other thematic area of activities if applicable ▶
Organisation's Target Groups (you can choose more than one target group) ▶	Target Groups - Other ▶
Geographical scope in which your organization operates: ▶	
Do you implement activities in other areas as well? ▶	
Activities District ▶	
Activities Municipality /Community ▶	Total number of paid staff at the date of completing the application (including permanent, temporary, part-time, etc.) ▶
Total number of volunteers at the date of completing the application ▶	
Experience in project implementation: Describe up to 5 most relevant to the call activities and projects realized by the organisation over the last three (3) years	
Activity/project title ▶	

Start ▶	End ▶
Role (Coordinator or Partner) ▶	Activity/Project Budget (€) ▶
% of budget managed by the organisation ▶	Brief description of the activity/project (max 70 words) ▶
Funding source: ▶	

Does the organization fall into at least one of the following categories?	
Small ▶	Grassroots ▶
Rural based ▶	Special category not applicable ▶

If the organisation falls into at least one of the above categories, please justify your answer based on the relevant definition of each category as outlined in the open call for proposals. (max 200 words)
▶ The organisation has not been operational for more than 10 years - we are starting again with limited funds and new management

Financial Data

Partner

Does the organization have financial data for at least the last 2 tax years?
▶

Please complete the following fields for Tax Year : 2024

Please enter the annual revenue (taxable & nontaxable)
▶

Is the organisation audited by a certified auditor and has the relevant financial statements, including notes, and the audit report (by a certified auditor) for the above mentioned	Does the organisation have a trial balance signed by the legal representative for the required tax year? ▶

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required tax year?
▶

When you have completed filling out your application you will be asked to provide (in the Required Documents section) a declaration signed by the legal representative stating the reasons why none of the above financial data are available.

Please complete the following fields for Year: 2025

Please enter the annual revenue (taxable & nontaxable)
▶

Does the organisation have a trial balance signed by the legal representative for the required tax year?
▶

When you have completed filling out your application you will be asked to provide (in the Required Documents section) a declaration signed by the legal representative stating the reasons why none of the above financial data are available.

Project Proposal Information

General Project Proposal Information

Choose the open call under which you submit your project proposal:
▶

Please select the priority of your project proposal: ▶	Project grant range: ▶
Project Proposal Title in Greek (max 40 words) ▶	Project Proposal Title in English (max 40 words) ▶
Project Proposal Acronym in Greek ▶	Project Proposal Acronym in English ▶
Project Proposal Duration in months	Estimated project proposal budget

▶	▶
Main geographical scope of activities. Please choose	Activities District ▶
Activities Municipality /Community ▶	

Project Proposal Summary in Greek:

Σύντομη περίληψη (μέγιστο 300 λέξεις) για να εξηγήσετε με σαφήνεια:

o Ποια είναι η αναγκαιότητα του έργου; (ποιες προκλήσεις θα κληθεί να αντιμετωπίσει;)

o Ποιος είναι ο σκοπός - αντικείμενο του έργου;

o Ποιες δράσεις θα υλοποιηθούν με σκοπό την αντιμετώπιση των προκλήσεων που έχετε εντοπίσει;

o Ποιοι είναι επωφελούμενοι του έργου; (προσδιορίστε τις ομάδες στόχους)

o Ποιος είναι ο ρόλος του υποψήφιου φορέα υλοποίησης του έργου και ποιος του εταίρου (εφόσον υπάρχει);

Project Proposal Summary in English:

Short summary (max. 300 words) to clearly explain:

o Why is the project needed? (what challenges will the project address)

o What is the objective of the project?

o What are the activities to address the challenges identified?

o Who is expected to benefit (please specify the target groups) from the project?

o What is the role of the lead applicant and the partner? (if applicable)

Project Proposal Description

Project proposal background: Describe the background and rationale of the project. What is the overall objective of the project and how will it contribute to achieving the expected outcome (thematic area) of the call that you have selected? (max 400 words).
▶

Needs analysis: What issue/challenge/gap does the project aim to address? Please include specific references, scientific studies, quantitative and qualitative data, other entities active in the thematic field which the proposed project addresses, etc., where possible. (max 400 words)
▶

Target groups of the proposed project: Please clearly describe the target groups of the proposed project, identifying their characteristics, why you have chosen to focus on them and how they will be supported. (max. 300 words)

▶

Impact: Describe the impact of the project and its expected results (short, medium, and long term). Indicate how the proposed project will contribute to improving the current situation and empowering the target groups. Describe how the results of the proposed project will affect the target groups mentioned in section 5.3. (max. 400 words)
▶

Gender mainstreaming in the project: Describe briefly how the project supports the development of gender mainstreaming culture, processes and standards. Describe how the activities create the appropriate conditions that ensure that the advantages derived from them are equally accessible to all individuals, regardless of gender.(max. 300 words)
▶

Sustainability and continuation: Describe how you intend to ensure the sustainability of the project and/or its results after the end of the funding. Indicate the possibility of synergies with other actions to maximize results, any actions planned for the continuation of the project. (max. 300 words)
▶

| European Collaborations: Will the project include mutual learning and exchange activities with CSOs in other EU countries? ▶ | |

Cost-effectiveness: How will you make sure that the project is cost-effective? How will an appropriate balance between the estimated costs, the resources employed, and the expected results be achieved? (max. 300 words)
▶

Risk assessment and risk mitigation: Please describe the relevant risks (internal and external) that may arise during the implementation of the project and may negatively affect the achievement of its objectives. What measures will be taken to mitigate/eliminate these risks? *e.g., change of relevant staff/ training new staff; etc. (max. 300 words)
▶

Work Packages

Work Packages 1: Project Management - Διαχείριση έργου

| Work Package Objectives (max. 100 words) ▶ | Work Package Duration ▶ |

List of Activities

Activity No ▶	Activity Brief Description ▶
Activity Title ▶	
Activity Implementation ▶	
Activity Duration (Project Months) ▶	

List of Deliverables

Deliverable No ▶	Deliverable Brief Description ▶
Deliverable Title ▶	
Deliverable Format ▶	
Deliverable Month of completion ▶	
Related Activity or Activities Title ▶	

Work Packages 2: Προστασία και προώθηση των ανθρώπινων δικαιωμάτων, της δημοκρατίας και της ισότητας μέσω της ενδυνάμωσης των ευάλωτων ομάδων / Protect and promote human rights, democracy and equality through empowering vulnerable groups

Work Package Objectives (max. 100 words) ▶	Work Package Duration ▶

List of Activities

Activity No ▶	Activity Brief Description ▶
Activity Title	

▶	
Activity Type ▶	
Activity Indicator Type ▶	
Activity Indicator Value ▶	
Activity Target Group ▶	
Activity Implementation ▶	
Will the activity involve direct contact with children? ▶	
Activity Duration (Project Months) ▶	

List of Deliverables	
Deliverable No ▶	Deliverable Brief Description ▶
Deliverable Title ▶	
Deliverable Format ▶	
Deliverable Month of completion ▶	
Related Activity or Activities Title ▶	

Work Packages 3: Communication / Dissemination Plan - Πλάνο Επικοινωνίας/Διάχυσης

Work Package Objectives (max. 100 words) ▶	Work Package Duration ▶

List of Activities	

Activity No ▶	Activity Brief Description ▶
Activity Title ▶	
Activity Type ▶	
Activity Indicator Type ▶	
Activity Indicator Value ▶	
Activity Target Group ▶	
Activity Implementation ▶	
Will the activity involve direct contact with children? ▶	
Activity Duration (Project Months) ▶	

List of Deliverables	

Deliverable No ▶	Deliverable Brief Description ▶
Deliverable Title ▶	
Deliverable Format ▶	

Deliverable Month of completion ▶	
Related Activity or Activities Title ▶	

Integration of Child Protection Policy to the project proposal	
Integration of Child Protection Policy: Describe briefly and clearly how the project design integrates the Child Protection Policy of the organisation (and/or the partner, if applicable) into the proposed activities and protects and promotes the rights of children as stated in the Charter of Fundamental Rights of the European Union and the United Nations Convention on the Rights of the Child (UNCRC) (and/or other international conventions that you would like to mention). (max. 300 words) ▶	

Project Team	
First Name ▶	Last Name ▶
Organisation (Lead applicant or Partner): ▶	Assigned Role ▶
Role Description ▶	Previous experience / qualifications ▶
Requirement Documents	**Requirement For**