# **Annex I - BOOST Grant Application Form**

***Please fill out the following application form completely, ensuring accurate information is provided.***

### **Section 1: General Information**

|  |  |
| --- | --- |
| **Lead Applicant contact details for the purpose of this project** | |
| *Full name of the Applicant in English:* |  |
| *Country of registration* |  |
| *Address (Street, No, Postal Code, City, State):* |  |
| *Phone number: (landline and mobile)* |  |
| *Authorized person:* |  |
| *Contact Person for this project and e-mail address* |  |
| *Website/ social media accounts of the organization* |  |

### **Section 2: Partner (s) (if applicable; if not, please delete this table)**

|  |  |
| --- | --- |
| **PARTNER (S) CONTACT DETAILS** | |
| ***Full name of partner in English*** |  |
| *Country of registration* |  |
| *Contact person:* |  |
| *Contact details:* [*email, phone number, postal address*] |  |
| *Website/ social media accounts*  *[Website URL]* |  |

Insert more rows if needed

### **Section 3: Project Details**

**Title of the project:**

**Project/Program Location:**[Specify the town(s), district(s), or region(s)]

**Main LOT:**[Main theme of the project]

1……………

2…………….

3……………

Secondary LOT, if applicable:

|  |  |
| --- | --- |
| **Total project cost** | **……… €** |
| **Requested contribution from BOOST Grant (max 80% of total cost of the project)** | **……… €** |

### **Section 4: Project Overview**

**Executive Summary:**[Provide a summary of the project, including its purpose, key activities, target groups, and expected impact. (max. 400 words)]

**Project Background:** (max. 600 words)]

* **Context:**[Specific circumstances surrounding the project including demographic characteristics, current trends, and stakeholders involved.]
* **Rationale:**[Justifications for the project’s existence and necessity, addressing specific needs, historical context, and potential benefits.]

**Section 5: Project Objectives** (max 300 words)

[Describe the overall objective and specific objective(s) of your project.Summarize the project's importance to society (overall objective) and its direct impact on beneficiaries (specific objectives). Ensure the specific objectives are concrete, measurable, achievable, realistic, and time bound. Explain how the project aligns with the goals of this Call for Proposals.]

**Overall Objective:**

**Specific Objectives:**

* SO 1
* SO 2

### **Section 6: Target Groups** (max 300 words)

[Please elaborate on the target groups, their needs, how the project will address their needs? How will the results of your project positively affect these groups? How many of them will be involved in each project activity? Please quantify where possible.]

**Main Target Groups:**

* **Direct Recipients:**[Identify direct beneficiaries, stakeholders and their demographics.]
* **Indirect Recipients:**[Describe the beneficiaries, indirect stakeholder and their relevance to the project objectives.]

### **Section 7: Project Activities** (max 600 words)

[List the activities you will implement in order to achieve your objectives. Explain how activities will directly lead to expected results, showing them as processes rather than outcomes. Clarify the connection between activities, results, and specific objectives, and detail the involvement of target groups and stakeholders in each activity.]

* **Activity 1:**
  + **Description:**
  + **Expected result:**
  + **SO:**
* **Activity 2:**
  + **Description:**
  + **Expected result:**
  + **SO:**
* **Activity 3:** ……..

### **Section 8: Expected Results** (max 300 words)

[Describe what results you expect to achieve. Results should be measurable, achievable and clearly defined; they are achievements of the project; arising from the activities and leading to the fulfillment of project objectives.]

### **Section 9: Cross-Cutting Issues** (max 300 words)

**Gender Equality:**[Describe how the project addresses gender equality and include specific strategies.]

**Citizens and Youth[[1]](#footnote-2) Engagement:**[Explain how the project engages youth and citizens in cultural activities or decision-making processes.]

**EU Values:**[Highlight how the project aligns with EU values, providing specific examples of integration into project activities.]

**Elaborate on how your project intersects with the other lots if applicable:**

**Section 10: Activity plan**

*Following the activities described above, please indicate the period of the main steps envisaged for each activity.* (max 1 page)

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Activity description** | **Month** | | | | | | | | | | | |
| **Activities** | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| Example Activity 1.1. |  |  |  |  |  |  |  |  |  |  |  |  |
| … |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |  |  |  |  |  |  |

### **Section 11: Risks and Mitigation measures** (max. 150 words)

### [Describe the possible risks that can influence implementation of the project, including political, economic, social, physical and environmental risks, accompanied by relevant mitigation measures.]

|  |  |  |
| --- | --- | --- |
| **RISKS** | **PROBABILITY (HIGH, MODERATE, LOW)** | **PLANNED MEASURES** |
|  |  |  |
|  |  |  |
|  |  |  |

### **Section 12: Monitoring and Evaluation** (max. 250 words)

[Provide a clear plan for tracking and assessing the project's progress. Explain how you will use specific indicators to measure success and ensure the project stays on track.]

### **Section 13: Sustainability** (max. 250 words)

[Summarize how the project will remain sustainable after completion, including plans for replication, extending outcomes, and sharing knowledge. Explain the expected impact on the local community, with data where possible, across social, economic, environmental, or policy levels, and mention any intended dissemination channels.]

**Section 14: Visibility** (max 200 words)

[Outline the activities you plan to ensure the project's visibility. Describe how you will share successes with the public and communicate with target groups and media.]

### **Section 15: Organizational capacities of the Applicant** (max 250 words)

[Briefly describe your organization. What is the mission, objectives and field of work of your organization? State the % of men/women in governing bodies, and % of youth involved in your organization (as employed, volunteers, internship etc). Please explain your experience and expertise to the thematic LOT that you apply, and experience working with the listed target groups?]

### What was the total turnover of your organization in the previous two financial years?

### 

|  |  |
| --- | --- |
| Financial year | Turnover in EUR |
| 2023 |  |
| 2024 |  |

### **Section 14: Partnership and Collaboration** (max 250 words)

If your project involves collaboration with other organization(s), please state the name of the organization and their experience on the specific project topic. Describe the partnership in detail. Specify: The **nature of cooperation** (e.g., joint implementation, resource sharing, knowledge exchange); **Common activities** you will undertake together; The **roles and responsibilities** of each partner; Their **contributions**, such as expertise, funding, or other support in project implementation. Clearly explain how this collaboration will enhance the project's impact and ensure its success.

Documents to be submitted with Annex I - Full application form:

Annex II – Detailed Budget Form

Annex III– Logical Framework

Annex IV – Declaration

1. For this project, youth are defined as individuals between the ages of 15 and 29 [↑](#footnote-ref-2)