**Appendix I**

**APPLICATION FORM**

**GRANT AWARD PROCEDURE**

**Inter-cities Grants 2021**

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| 1. **LEADING PARTICIPANT (LOCAL AUTHORITY)** | |
| Name of the city ► |  |
| Implementation Department / Legal form ► |  |
| Full address ► |  |
| Website (if any) ► |  |
| Name of the person(s) entitled to enter into legally binding commitments on behalf of the participant (**indicate name and position of the person that will sign the grant, in case of successful application**) ► |  |
| 1. **CONTACT DETAILS** | |
| Contact person ► |  |
| Position of the contact person ► |  |
| E-mail address ► |  |
| Phone number ► |  |
| 1. **BANK DETAILS of the LOCAL AUTHORITY** | |
| Name of the bank ► |  |
| Address of the bank ► |  |
| Account holder name ► |  |
| Full account number (including bank codes) ► |  |
| IBAN (or BIC Code) ► |  |

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| 1. **PROPOSED ACTION** |

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| 1. **Project overview:** *Please provide a description of the project as follows:* | |
| Title ► |  |
| Objective(s) ► |  |
| Partner local authority(ies) ► |  |
| Activities ► |  |
| Participating organisations/institutions (if any) ► |  |
| Expected results ► |  |
| Measurement indicators or monitoring tools► |  |

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| 1. **Appropriateness and relevance of the action in accordance with the Intercultural Cities programme** |
| *Please explain how the project will contribute to the aims, objectives and priority areas of the Council of Europe Intercultural Cities programme for the purposes of the relevant call for grants, with a focus on the potential transferability of the action. ▼* |
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| 1. **Potential impact on intercultural understanding and practice in the participating local authorities** |
| *Please describe how the project will impact the political commitment, people’s participation and understanding, and social practices in the participating cities, including possible ways of evaluating such impact (6 months after the project) ▼* |
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| 1. **Potential for awareness raising at local, national and/or international levels** |
| *Please describe how the project will contribute to increase visibility and awareness of the benefits of implementing intercultural policies and specify the participants’ communication plans (ex. video and/or audio products, coverage on relevant websites, the use of social media, coverage in specialised magazines, other publications) ▼* |
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| 1. **Participation of NGOs, youth organisations/associations, parents associations in the project design and implementation (if relevant)** |
| *Please describe how non-governmental organisations (local, national or international), youth organisations/associations and parents associations will contribute to the project design and implementation, wherever appropriate. In particular, you might wish to provide an indicative list of organisations, number of organisations, methodology for cooperation, your previous experience with respect to cooperation and potential for sustainability for such cooperation. ▼* |
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| 1. **OPERATIONAL CAPACITY OF THE PARTICIPANTS** |
| *Indicate below how the participating cities intend to implement the proposed action (where applicable, indicate the involvement of third parties including providers) ▼* |
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| 1. **CO-FUNDING** |
| *Please explain your available resources and needed resources to implement the project. Indicate below how the participants intend to contribute to the project (either by way of their own resources or by contribution from third parties). Co-financing may take the form of financial or human resources, in-kind contribution or income generated by the action.*  *Remark concerning the budget table (appendix II): The budget will not cover operating costs of local and national administration personnel assigned to the project, but only direct, eligible costs such as travel, hotel, special costs associated to meetings (venue, interpretation, stationery, secretariat, etc.). Exception may be made for contracting national experts and inasmuch as non-governmental entities (local, national or international) are called in to participate in the project, to help planning and coordinating project activities or carrying out research and or provide policy advise, with standard fees being accepted as part of the budget. ▼* |
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