# APPLICATION FORM

**REQUEST FOR FUNDING**

*Please respond to all the questions listed in the application form.*

*Please do not remove or edit any questions in the application form.*

1. **Contact Information**

|  |  |
| --- | --- |
| * 1. Name of Applicant Person
 |  |
| * 1. Name of Applicant Organisation (if applicable)
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| * 1. Applicant (male/female/non- binary/undisclosed)
 |  |
| * 1. Postal Address, City
 |  |
| * 1. Country where person/organisation is based
 |  |
| * 1. Name of Contact Person
 |  |
| * 1. Telephone
 |  |
|  1.10 E-mail |  |
|  1.11 Website/Facebook page |  |

1. **Organisation Profile (if applicable)**

|  |  |
| --- | --- |
| * 1. Type of Organisation
 |  |
|  2.2 Year of Establishment |  |
| 2.3 Description and Mission of Organisation (max. 100 words) |  |
| 2.4 Main Activities of the Organisation (max. 100 words) |  |
| 2.5 Names of Current Collaborating Individuals/ Organisations |  |
| 2.6 Main Members and their Positions in the Organisation and gender |  |

1. **Project Information Summary**

|  |  |
| --- | --- |
| 3.1 Project Name |  |
| 3.2 Short description of the project or activity for which funding is sought (max. 100 words) |  |
| 3.3 Please name all involved organisations, artists and or funding partners in the project |  |
| 3.4 City, Area and Country in which project takes place |  |
| 3.5 Artistic discipline(s) in the project |  |
| 3.6 Total Funds requested through this application |  |
| 3.7 Start and End Date of project (max. 12 months) |  |

1. **Project Detailed Information**

|  |  |
| --- | --- |
| 4.1 What do you expect to do through this project? (max. 1.000 words.)*Describe in detail the planned activities of your project.* (What, for whom, when and where, please provide target numbers where possible) |  |
| 4.2 Please list 2-4 concrete objectives of the project in bullet points.*Who benefits from the activities and in what way? In most cases, two to four objectives are sufficient.*  |  |
| 4.3 How do you propose to monitor and evaluate the achievement of the objectives?*How do you recognise success of the project? With quantitative/qualitative, written/visual…. information? How do you gather this information? How will youth be involved in this process?*  |  |
| 4.4 Explain how your project is relevant to the themes of the Next Generation Programme? (Max. 400 words.)*Explain how your project engages with and is relevant to the themes of the Next Generation Programme.**-The meaningful participation of young people in the cultural sector as creators, audiences and/or participants.* *-The development and sharing of narratives and perceptions of alternative identities.* *-The encouraging of young women and men to question restrictive gender norms.*  |  |
| 4.5 How do you intend to reach and involve youth in every step of the project?(max. 500 words) *Please describe any measures that will be taken during the project to ensure diversity among participants and audiences (for example gender, class, ethnicity, sexuality).**Note: this Call specifically aims at enabling young people’s engagement. However, the project might want to involve other target groups to create e.g. intergenerational dialogues.* |  |

1. **Risks**

|  |  |
| --- | --- |
| 5.1 What are the potential obstacles and risks to the successful implementation of your project? How do you propose to deal with these? (max. 300 words)  |  |
| 5.2 What are the potential obstacles and risks to the involvement of your proposed target group(s)? How do you propose to mitigate these? (max. 300 words) |  |

1. **Communication**

|  |  |
| --- | --- |
| How do you plan to communicate/promote the project in its various stages with the aim to reach as many people as possible? (max. 400 words) |  |

1. **Time Table/ Activity Plan (this an example, you can use your own format)**

|  |  |
| --- | --- |
| Activities Proposed | Starting Year:Months: |
|  | 06/18 | 07/18 | 08/18 | 09/18 | 10/18 | 11/18 | 12/18 | 01/19 | 02/19 | 03/19 | 04/19 | 05/19 | 06/19 |
| 1. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3. |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| 6. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 7. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 8. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 9. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 10. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 11. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 12. |  |  |  |  |  |  |  |  |  |  |  |  |  |

1. **Budget Allocation**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  | **Budget Items** (include budget items using the time table above as reference) | **Amount in local currency** | **Amount in Euro** | **Costs covered by other funding sources (in Euro)** | **Amount requested though this call (in Euro)** |
|  | **C** | **Project activities** |  |  |  |  |
|  | C1 | Activity 1 |   |   |   |   |
|  | C1.1 | Subheading activity 1 |   |   |   | 0 |
|  | C1.2 | Subheading activity 1 |   |   |   | 0 |
|  | C1.3 | *Add more rows if needed* |   |   |   | 0 |
|  | C2 | Activity 2 |   |   |   |   |
|  | C2.1 | Subheading activity 2 |   |   |   | 0 |
|  | C2.2 | Subheading activity 2 |   |   |   | 0 |
|  | C2.3 | *Add more rows if needed* |   |   |   | 0 |
|  | C3 | Activity 3 |   |   |   |   |
|  | C3.1 | Subheading activity 3 |   |   |   | 0 |
|  | C3.2 | Subheading activity 3 |   |   |   | 0 |
|  | C3.3 | *Add more rows if needed* |   |   |   | 0 |
|  |   |   |   |   |   |   |
|  |  | **Total project activities** |  | **0** | **0** | **0** |

1. **Additional Information:**

|  |  |
| --- | --- |
| 10.1 Have you previously requested support from the Prince Claus Fund? |  |
| 10.2 1 If yes, was this successful and in which year? |  |
| 10.3 Are you currently receiving support from other institutions? If yes, which one(s)? |  |
| 10.4 Are you currently requesting support for this project from other institutions? If yes, which one(s)?*Note that if the total budget of the proposed initiative exceeds €25.000, the applicant must already have secured at least 75% of the total budget (including the support requested from the Prince Claus Fund).* |  |
| 10.5 Do you have any materials related to the project proposal (like photo's or videos)? If yes, please provide links here and attachments to the application.  |  |
| 10.6 Please state three Referees/References (persons or organisations that know your organisation, your project and or have worked with you in the past that can have an opinion, please include contact information). |  |

***When you have completed the application form, please submit it to*** **NGproposals@princeclausfund.nl**

***You will receive an email confirmation once your application has been received.***