# 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 main Applicant
 |  |
| * 1. Age and gender of main Applicant
 |  |
| * 1. Name of Applicant Organisation (if applicable)
 |  |
| * 1. Country where person/organisation is based
 |  |
| * 1. Postal Address, City
 |  |
| * 1. Name of Contact Person
 |  |
| * 1. Telephone
 |  |
| * 1. E-mail
 |  |
|  1.9 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 Main Members and their Positions in the Organisation *(please include age and gender of each member)*  |  |

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 Total Funds requested through this application |  |
| 3.6 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. |  |
| 4.3 Please describe any relevant political/social/historical/other contextual details. (max. 300 words) *This field is optional.* |  |
| 4.4 How do you propose to monitor and evaluate the achievement of the objectives?*How will you recognise the success of the project? With quantitative/qualitative, written/visual information? How will you gather this information?*  |  |
| 4.5 Explain how your project engages with and is relevant to the themes of this Open Call and the Next Generation Programme. (Max. 400 words.)*-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.*  |  |
| 4.6 How do you intend to reach and involve youth in every step of the project?(max. 500 words) *Please include any measures that will be taken during the project to ensure diversity among participants and audiences (for example of gender, class, ethnicity, sexuality).* |  |

1. **Risks**

|  |  |
| --- | --- |
| 5.1 What are the potential obstacles and risks to the successful implementation of your project, including the involvement of the proposed target groups? How do you propose to deal with these? (max. 500 words)  |  |

1. **Communication**

|  |  |
| --- | --- |
| 6.1 How do you plan to communicate/promote the project in its various stages, with the aim of reaching 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: |
|  | 06/19 | 07/19 | 08/19 | 09/19 | 10/19 | 11/19 | 12/19 | 01/20 | 02/20 | 03/20 | 04/20 | 05/20 | 06/20 |
| 1. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 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:**

|  |  |
| --- | --- |
| 9.1 Have you previously requested support from the Prince Claus Fund? |  |
| 9.2 If yes, was this successful and in which year? |  |
| 9.3 Are you currently receiving support from other institutions? If yes, which one(s)? |  |
| 9.4 Are you currently requesting support for this project from other institutions? If yes, which one(s)? |  |
| 9.5 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.  |  |
| 9.6 Please state three Referees/References. (*persons or organisations that know your organisation or your project and/or have worked with you in the past, that will be able to provide an opinion. Please include an up-to-date email address*)*N.B.: Please try as far as possible to avoid listing references who are also submitting applications to this call.*  |  |

***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.***