



Date:

# Application

## for financial support in implementing a micro-project

### 1. Basic data of the applicant

Name of organization / institution:

Address:

Telephone:

Email:

Legal status / official registration:

Year of establishment:

Number of members:

Two responsible contact persons:

1.1 Name, address, contact details:

1.2 Name, address, contact details:

### 2. Project details

2.1 Short title of the project (max. 10 letters):

2.2 Project country and location (where is the project to be implemented?):

2.3 Project period

Date when project is scheduled to start:

Date when project is scheduled to finish:



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2.4 What is the current situation prior to possibly receiving funding?

Date:

2.5 Short description of the project / planned measures (what is to be done in concrete terms?)

2.6 Aim of the project (intended impact of project):

2.6.1 What shortcomings does this measure seek to address?

2.6.2 What specific objectives are to be achieved?

2.7 With what measures and in what time frame are these objectives to be achieved?



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#### 3. Project expenditure

Date:

- 3.1 Total amount applied for (in local currency):
- 3.2 Own resources and any grants from third parties:
- 3.3 Total project expenditure:
- 3.4 Other contributions from applicant towards project implementation (e.g. work, land or buildings provided):
- 3.5 Probable follow-up costs:

#### 4. General information

- 4.1 The total expenditure for the project is covered, including follow-up expenditure to maintain the project aims      yes     no
- 4.2 Finance plan is enclosed (mandatory)?      yes     no
- 4.3 Is overall finance guaranteed?      yes     no
- 4.4 I hereby confirm that the project has not yet started:      yes     no
- 4.5 Have you already applied for or received any other grants for this project?  
 yes       no

If yes, how much and from what institution?

- 4.6 Has the applicant already received financial support from a public body in the Federal Republic of Germany for other projects?  
 yes       no

If yes, please provide details  
(project title, location, date, name of public body providing grant):



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The applicant is exempt from the following taxes:

Date:

Please send your application and complementing documents via email to [microprojects@pret.diplo.de](mailto:microprojects@pret.diplo.de). If we consider your application for funding, we also will require a hard copy, signed by two authorised persons “wet ink” by post.

#### Self-declaration

We hereby confirm that the information provided above is complete and true to the best of my knowledge and belief. We understand that providing incorrect or incomplete information may lead to my application being rejected and, pursuant to the allocation agreement, to a claim for reimbursement of allocations already paid, plus interest at five percentage points above the base rate. We consent that the Embassy shall use the project information and information on the applicant for the Embassy's press and public relations work.

This application or the granting of an earlier start date for the measure does not give rise to ANY right to an allocation from the Federal Foreign Office / the mission abroad.

Place, date

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1st signature

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2nd signature

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