



**Contracting Authority:** European Commission

***CIVIL SOCIETY FACILITY AND MEDIA PROGRAMME 2014-2015***

*Support to regional thematic networks of Civil Society Organisations*

**Grant Application Form**

**Budget line: BGUE-B2015-22.020401**

Reference:

EuropeAid/150147/DH/ACT/PRAREG

Deadline for submission<sup>1</sup> of Concept Notes:

**06/07/2015 at 16:00 (Brussels date and time)**

Number & title of lot	Lot 4: Social inclusion
Title of the action:	<b>Taking action on social inclusion of older people: “Lot 4: Social inclusion”</b>
Name of the applicant	Red Cross of Serbia

Dossier No	
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(for official use only)

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<sup>1</sup> Online submission via PROSPECT is mandatory for this call for proposals (see Section 2.2.2 of the Guidelines). In PROSPECT all dates and times are expressed in Brussels time. Applicants should note that the IT support is open from Monday to Friday 08:30 to 18:30 Brussels time (except for public holidays).

## NOTICE

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## PART B. FULL APPLICATION FORM

<only to be completed by applicants who receive an invitation to submit a Full Proposal (at the time of the invitation)>

### 1 GENERAL INFORMATION

Reference of Call for Proposals	EuropeAid/150147/DH/ACT/PRAREG
[Lot number you are applying to:]	Lot n° 4 – Social inclusion
Number of the proposal <sup>2</sup>	IPA/2015/21
Name of the applicant	Red Cross of Serbia
Title of the action	Taking action on social inclusion of older people
Location of the action	(Do not fill in here if you are applying via PROSPECT) <i>specify country(ies) region(s) that will benefit from the action</i>
Duration of the action	(Do not fill in here if you are applying via PROSPECT)

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<sup>2</sup> When the Contracting Authority has evaluated the Concept Note it informs the applicant of the outcome and allocates a proposal number.

## 2 THE ACTION<sup>3</sup>

### 2.1. Description of the Action

#### 2.1.1. Description (max 13 pages)

Provide a description of the proposed action, including all the information requested below, referring to the overall objective(s) and specific objective(s), outputs and results described in the concept note:

- i. Explain the specific results expected, stating how the action will improve the situation of the target groups and final beneficiaries and the technical and management capacities of target groups and/or any local co-applicants and affiliated entity(ies).

**The goal of the proposed project "Taking Action on Social Inclusion of Older People"** is to further improve the capacities of 5 already-existing national CSO networks and 50 CSOs in increasing public awareness and impacting on decision making processes on social inclusion of older people in Albania, Bosnia Herzegovina, Macedonia, Montenegro and Serbia, at national and regional level. At Overall Objective and long-term impact level the various capacity-building measures will contribute to increasing the recognition of CSOs in Western Balkan countries by public institutions as important partners in good governance through their evidence based expertise. This impact is in line with and will contribute to the DG Enlargement strategy for EU support to civil society 2014-2020.

**At Specific Objective level**, the capacities of 5 CSO networks and 50 CSO network members to influence regional and national development plans and other legal/policy documents relating to ageing and social inclusion of older people will be increased. The expected outcome is that after three years policy makers in the 5 partner countries have included recommendations of CSOs in their policy making process. Further, there will be an increase in outreach of targeted CSOs through awareness raising and education to the wider public in general and to older people in specific. Cooperation with multiple stakeholders such as with UNFPA, state service providers and media will support that process.

**Following results shall lead to the Specific Objective and outcomes as described above:**

0) The inception phase will serve to set up or improve the network structure of 5 already existing CSO networks, including 50 active CSOs, some of them including older people such as senior organisation's and pensioner associations. Situational analyses will provide information on relevant stakeholders, gaps in policies and services and needs of older people and CSOs. Building on these analyses, each network will finalize their strategic work plan in consultation with national stakeholders, UN organisations and the European Commission.

1) The capacities of CSO networks and individual CSO network members in evidence based advocacy will be strengthened through trainings, mentoring, peer exchange and national learning meetings. Firstly, 5 national network workshops will provide essential knowledge on how to engage in evidence-based advocacy and how to define their research priorities such as access to services, social protection, violence and abuse, support to caregivers, ... Supported by experts as well as older people themselves, the CSO networks will thereafter conduct a research on national level to gain data for their advocacy strategies that will be developed. As a next step tailor made advocacy and communication/ media trainings will be offered for CSOs to gain better understanding of how to communicate these research results and advocacy strategies to their stakeholders.

2) National CSO networks will build on capacities gained in the first result and engage public and policy makers in a structured dialogue leading to better recognition of the rights of older people. CSOs will participate in at least 45 meetings in official policy working groups, add value through their messages based on experience and research, thus slowly influencing national strategies and other legal documents. Further CSO networks will organize national panel discussions to influence decision makers and the wider public. National campaigns will spread messages from research results and grass roots initiatives and will mobilise older people to take actively part in vocalizing their needs. Through actions for citizen education at least 5.000 older people will be engaged at community. Further 52 small local initiatives will reach communities through sub-grants to address gaps in service provision or carry out advocacy

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<sup>3</sup> The evaluation committee will refer to information provided in the Concept Note as regards objectives and the relevance of the action.

initiatives on social inclusion of older people. The experiences and learning from advocacy initiatives/sub-granting will be summarized in an advocacy brochure with good-practice examples and used for further communication with decision makers.

3) The capacities of 5 CSO networks will be increased on a technical level also through regional networking and knowledge transfer on social inclusion of older people. The countries all have similar institutional histories and therefore experiences can be shared more easily as the solutions can be reapplied in different contexts without the need for radical amendments. For that purpose a regional peer exchange program and a study visit to Slovenia will be carried out. A regional conference on social inclusion will serve to disseminate results, exchange experiences and good practices as well as to develop regional recommendations on social inclusion. The regional project website and the project newsletter (4/year) will regularly inform about ongoing project successes. The project newsletter and website will be available in national languages as well as in English.

- ii. Identify and describe in detail each activity (or work package) to be undertaken to produce results, justifying the choice of activities and specifying the role of each co-applicant(s) and affiliated entity(ies) (and associates or contractors or recipients of financial support where applicable) in the activities. Do not repeat the action plan to be provided in Section 2.1.3, but demonstrate coherence and consistency of project design. In particular, list any publications proposed.

***Inception phase: 5 CSO networks and their strategic work plans on advocacy for social inclusion of older people are established, mobilised and refined***

**Activity 0.1. Conduct a regional project kick-off workshop**

Description: A regional project kick-off workshop will be organised in Belgrade to gather project partners to reflect on lessons learned from previous regional projects (for example "Older people's Civil Society Dialogue in the Western Balkans", IPA regional project from 2011 implemented by three of the current project partners), to establish the procedures for implementation, reporting, monitoring, financial management etc. as well as to organise a training session on importance of research and data collection for purposes of advocacy. As research will be one of the crucial activities in the early part of the project, it is important to bring the full necessary set of skills and knowledge to a desired level as soon as the project starts. This meeting will also be used to establish a Project Management Committee (PMC), which will be made up of project staff from Red Cross of Serbia and representatives of the 5 other partners in the project.

Justification: The 3-day regional kick-off workshop will serve to introduce the project, present previous IPA network and lessons learnt from other networks and a monitoring plan and visibility guidelines will be jointly developed. A training session on research and data collection as tools for advocacy will be conducted by HelpAge experts in order to be able to lay groundwork for evidence-based advocacy. HelpAge as the biggest global CSOs working in ageing and related advocacy activities will provide expert input and examples from their practice.

Effectiveness: Improving skills of implementing partners by reflecting on past projects and receiving training in research methodologies; establishing rules for communication, reporting, management and monitoring as well as visibility during the project implementation period.

Role of partners: The Red Cross of Serbia will organise and host the meeting in Belgrade, the project partners will select participants from their countries, both from the project implementing networks and the public sector, provide inputs and experience. HelpAge will provide lecturers on use of data in advocacy process.

Duration: 3 days, beginning of month 2, 24 participants

**Activity 0.2. Activate or re-establish 2 national CSO networks in Montenegro and Macedonia and refresh networks in Albania, BiH and Serbia**

Description: A national kick off meeting will be organised in each partner country. The aim of these national meetings will be to present the project to the current and potential network members as well to other relevant stakeholders. The kick off meetings will be used to activate or re-establish the national CSO networks in Montenegro and Macedonia as well as refresh networks in Albania, BiH and Serbia (new partners, strategic planning). After the National kick off meetings, project coordinators in the project

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countries will conduct a mapping of policy context to determine the current state of legislation, strategic documents and other papers of importance for the project topic. This exercise will identify policy gaps in each of the countries especially in relation to the various stages of EU access processes for each of the countries and the necessary harmonisation with the *acquis*. At the same time the exercise will identify the most prominent gaps in implementation of existing policies and recommend appropriate action. Additionally through situation analysis the capacities of the CSO will be addressed and identified. This will be the baseline of the capacities of the CSO which will enable the follow up of the improvements in the capacity of the networks and their members to engage in the public advocacy activities. Other activities will include identifying active and potential partners in each of the networks, drafting of MoUs for networks that need to be established, conveying project information to new and existing network partners, and agreeing on the date for strategic planning for the project.

Justification: In order to have functioning and effective partnership networks in each of the project countries it is necessary to activate and galvanize the existing networks, refresh them with new members where needed and sign MoUs that will describe roles in the project. Situational analyses/ mapping of political contexts will provide basis for creation of strategic work plans.

Effectiveness: The outcome of this activity will be five national networks with active and informed member organisations, fully informed about the project and their roles in it as well as the clear idea of advocacy priorities in the subsequent period. The mapping of policy context in each of the countries will produce a national policy map that will be used in subsequent strategic planning.

Role of partners: The meeting will be organised and implemented by the national project manager. They will be responsible for bringing networks into the project implementation with clear information and all necessary tools. Network project managers will be tasked with conducting the mappings of policy context in their respective countries, which will be comprised of desk research and interviews with key stakeholders. The results will feed into the network strategies and work plans.

Duration: 1 day for the kick off meeting, 2 months in total, 30 participants per network

### **Activity 0.3 Revision or development of 5 network strategies for future planning**

Description: Five national meetings will be organised for CSO networks in each. The products of these meetings that will be facilitated by local and national experts and representatives from service providers will be 5 network strategies summarized in strategic work plans that will reflect advocacy priorities and gaps that need to be addressed. The basis for these work plans will be the reports produced by situation analyses and mappings of policy contexts for each country (activity 0.2). The three already functioning networks will review their advocacy priorities and structures to reflect the new direction whereas the newly established ones will work on creating them.

Justification: Each of the national networks needs to produce or update their network strategies in order to clarify the goals, the actions needed and to include the project goals and activities into their agendas as well as to align them with national processes related to EU accession and harmonisation with the *acquis*.

Effectiveness: The 5 national networks will come up with a set of priority areas that will reflect each national and overall regional context (policies regarding ageing, EU pre-accession processes, reforms in health care and social care where applicable). Each of the networks will also refresh or establish new and clear procedures, policies and internal regulations that will facilitate more efficient functioning of the networks, better representation of members and better communication with the national and regional stakeholders. This process will also emphasise participatory approach in strategic planning, defining the priorities as well as network structures therefore enhancing the sense of ownership of members of each network.

Role of partners: The national network coordinator together with CSO network members will be tasked with the organisation of planning the workshop and ensuring the participation of experts in the field of ageing and social inclusion.

Duration: 2 days (1 night), 30 participants per network including partners, experts and representatives from CSOs, months 3-5

## **Activity 0.4 Summarize refined strategies and plans in an inception report (Inception phase)**

Description: The regional project manager will lead the activity of analysing and summarising the five strategic work plans and situation analysis. The exercise will clarify the goals, demonstrate their alignment with the thematic orientation of the call and with the wider context of the EU accession process where each of the project countries is at a different stage. The product of the exercise will be the inception report, a document describing the overall advocacy goals and philosophy of the project across the five countries, the synergies between the regional partners and the vision for future cooperation between the national networks in the EU accession environment.

Justification: The inception report will be a strategic summary of the national advocacy goals as well as an outline of the available and needed capacities of each of the national networks to successfully work on reaching these goals over the project period and into the future, relying on national and regional resources, the capacities of its members but also the transfer of knowledge, experience and expertise from other project countries.

Effectiveness: The inception report will be a reference document throughout the project, mapping the ways to utilise the regional capacity to ensure strengthening of each of the national networks and keeping the joint vision on course throughout the project implementation period and beyond.

Role of partners: Each of the national networks will appoint a person to work on summarising the work plan whereas the regional project manager will be responsible to compile the inception report based on the 5 work plans.

Duration: 2 months, months 5-6

### ***ER 1 – Capacities of 5 CSO networks to engage in evidence-based policy dialogue for older people increased***

#### **Activity 1.1. Carry out 5 national network workshops to provide knowledge on evidence-based advocacy and define research priority areas**

Description: After the inception report has been approved by the EU, each network will organise a two day national network meeting (described in the activity 1.6) that will serve as kick-off for the research phase. The network meeting will be combined with a 1.5 day network workshop to discuss the policy maps and strategic work plans and advocacy goals will be defined. Based on this, each network will be defining research areas, e.g. access to services, social protection, violence and abuse, support to caregivers...

Justification: These workshops will be conducted to establish the ongoing political and policy-related processes in each country that can be influenced through advocacy during and after the project period as well as the gaps in information that need to be addressed through research in order to be effective with evidence-based advocacy activities. Again, this will be different in each country in order to maximise the efficiency of resources provided through the project.

Effectiveness: Each of the national networks will have produced advocacy priorities as well as inputs for the terms of reference documents that will be used in subsequent research.

Role of partners: The network coordinators will be responsible to organise the workshop, experts in the field of ageing and social inclusion will be invited to participate in the workshop.

Duration: 2 day meeting, months 7, first year, 30 participants per network

#### **Activity 1.2. CSO networks conduct research on national level to gain data for their advocacy strategies**

Description: After the workshops described in the previous activity have been completed, and based on their outcomes – advocacy targets and research areas – each network will go through a process of select an agency or expert to conduct the research. The research tasks will be defined in the terms of reference that will be produced following the inputs at workshops. Research will investigate phenomena relevant for the issue of inclusion of older people ranging from discrimination, abuse, access to services (health, social protection, and transportation), financial security, lifelong learning, labour market participation etc... Each national network will define the topic and scope of the research based on the national context.

Justification: The research will establish a baseline and will involve representatives of older people, interviews with experts, focus groups and questionnaires – depending on the topic and the suggested methodology by the agency or expert.

Effectiveness: The research activities will be summarized in 5 research reports that will provide critical data as well as recommendations for addressing the issues identified through activities described in A.1.1. This means that, depending on the context, new data will be produced or the existing data will be cross-referenced/ systematised to support the advocacy target per each country and the recommendations will be concrete and actionable.

Role of partners: Network coordinators will be tasked with overseeing the production of publication of the research. External experts/ agencies will conduct the research.

Duration: 8 months in total, months 8-15, 1<sup>st</sup> year

### **Activity 1.3 – Conduct 5 national tailor-made advocacy and communication/media trainings for the CSO networks (one per country)**

Description: An advocacy and communication/media training for key personnel of the national networks aims to build/ increase their capacity to advocate as well as communicate in their national contexts. These training sessions will be conducted by local media experts and will be a part of the second year national network meetings as described in Activity 1.6. These training sessions will also include participation of media professionals/ journalists from national and regional printed, electronic and digital media who will participate in the education but also be familiarised with and sensitised to the topics of importance to the network members.

Justification: Increasing capacity of key network staff to perform in the area of advocacy and communication.

Effectiveness: These sessions will put emphasis on the data collected through each individual research and the advocacy priorities per each country. They will especially accentuate the need to efficiently engage and communicate with the media in each country in order to not only draw their attention to the research results and advocacy targets but to increase their general level of sensitivity towards ageing and older people.

Role of partners: Network coordinators will be responsible to organise the workshop and liaise with the media expert who will conduct the training.

Duration: 2 days, months 15.16, 2<sup>nd</sup> year, 30 participants per network,

### **Activity 1.4 Carry out 5 national trainings with media representatives, raising awareness about needs of older people**

Description: These training sessions will be performed for media professionals/ journalists from national and regional printed, electronic and digital media who will participate in the education to be familiarised with and sensitised to the topics of importance to the network members. The topics will include the country, regional and global level processes of importance to the topics covered by the national networks as well as correct reporting language, examples of human interest stories and forms of potential future cooperation.

Justification: Building capacity of the media to recognise the work of the national networks in advocacy as well as building trust so that national networks are also recognised as reliable sources of information pertaining to the topics of importance. Guidelines will be developed jointly with media representatives.

Effectiveness: The media professionals will be familiarised with the topics and the language necessary to lay the groundwork for better social inclusion of older people in the five countries. At the same time, members of each of the networks will establish direct contacts with the present journalists and forge longer term relationships to ensure future coverage of network and members activities, better visibility of older people and the issues they face and overcome.

Role of partners: Organisation of workshops, logistical support, participation of journalists/ journalist associations.

Duration: 1 day, months 22, 15 participants

### **Activity 1.5. – Develop national research-based advocacy strategies by national CSO networks**

Description: Each national network will work on producing a national advocacy strategy based on the conducted research using external consultants' assistance. The work on the strategy will be performed by the network members as well as other key stakeholders and experts in the relevant field and will be coordinated by the project coordinators in each country.

Justification: Strategic approach to advocacy is necessary to perform the tasks described in the project but also to build capacity for the years beyond. Advocacy strategy will be jointly developed with network members and other relevant stakeholders.

Effectiveness: By the end of the process, each national network will have adopted a national strategic advocacy strategy based on the performed research and the extensive work of network members and key stakeholders. The strategy will be presented at regular network meetings, discussed and adopted and will reflect both the advocacy priorities for each country as well as the respective capacities of national networks.

Role of partners: The project manager will be responsible for the overall process and coordinate the development of the strategy with the network members and finalize the draft. Local experts will support this process and give input.

Duration: finished by months 14, 2 year

### **Activity 1.6 CSO networks conduct regular network meetings (2/year)**

Description: Regular network meetings for each country will be organised two times per year per each project country, each lasting 2 days and integrating training components. In this way it will be combined with the activities 0.3, 1.1., 1.3. 2.4. Further country and CSOs Networks specific areas of training will be identified (during the inception phase and in the network meetings) and planned along the national meetings. Besides the training, the meetings will be focusing on monitoring and reviews of the project activities (challenges, achievements in the past period, detailed planning – such as the research results, their presentation to the public, project activities, dissemination of learning (including regional), of country specific research findings, etc.) but will also be used to conduct internal network management activities – ongoing issues, new members, opportunities etc. as well as training workshops described in Activities 1.1 and 1.3. These meeting will, depending on the content also include participation of government representatives, UN agencies dealing with ageing, public service providers and different relevant public institutions in each country as well as media.

Justification: Primary justification is to ensure participatory, multi-stakeholder, smooth monitoring, reviewing, evaluation, learning, dissemination of the learned, coordination of project activities. In addition these activities will strengthen the networks, formalise their internal and external communication and provide avenues for new ideas and opportunities to be presented and discussed.

Effectiveness: The network meetings will be used as regular, scheduled meetings to plan the next steps in detail with network members and will be provided with opportunities to receive additional training and information.

Role of partners: Network coordinators and national project managers will be responsible for the organisation of the meetings. Representatives of public authorities, service providers and other relevant stakeholders such as EU and UN agencies will be invited to these meetings as needed, depending on the topic.

Duration: Two per year per country. Two days each, 30 participants per network

## ***ER 2 – CSOs have engaged public and policy makers in a structured dialogue leading to better recognition of rights of older people***

### **Activity 2.1 Conduct 2 national advocacy campaigns per network on occasions such as the Day for Older People**

Description: Based on research findings in each country, these campaigns will be performed jointly with the media and will be ongoing throughout the project. Each country network will decide on the most efficient and effective campaign tools and they may include: press conferences, E-newsletters, websites, poster campaigns, bus campaigns, outdoor exhibitions, promotion of positive image of older people. Activities supported through sub-grants of the project may also be used as a source of real life examples of inclusion and activism of older people and to challenge preconceptions about older people as passive

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members of communities. Messages from grass-root initiatives, their press releases, video clips, and brochures will also be used and presented in each of the national contexts.

Justification: The strength of each national network will be demonstrated by using examples of successful, small scale, local, grassroots initiatives and activities to mobilise not only the public at national level but also decision and policy makers to act.

Effectiveness: Each national campaign will use real models from each of the national contexts to address the public and the key decision makers, as well as to support its own strategic advocacy goals defined through previous activities.

Role of partners: Network coordinators will be in charge of organising the campaigns with the network members as well as to choose the design and communicate with the media as well as to document the campaign (e.g. dissemination list, media reports).

Duration: 2nd and 3rd year of project. The campaigns will be organised around 1st of October (International Older People Day) or June 15th (Prevention of older people abuse day)

## **Activity 2.2 CSO networks participate in policy working groups on topics related to social inclusion and monitor policy implementation of governments**

Description: National networks will through their members work on influencing the work of and supporting the creation of national government advisory bodies and working groups that will be active on topics related to the project (e.g. Government's Council for Ageing, different ministerial working groups that produce national strategies and other policies). An independent ongoing activity of each network will be following the implementation of national policies relevant to the project and to disseminate research results and policy recommendation in these working groups.

Justification: Via working with bodies tasked with advising decision makers and policy creation, civil society organisations will help produce lasting changes in their respective societies but will also build their capacities for effective advocacy and maintain a lasting dialogue with governments. Following the implementation of relevant policies will help inform the advocacy activities as unfold and keep them close to the network priorities.

Effectiveness: Members of national networks will increasingly become recognised and credible partners of public sector and policy makers on topics related to ageing and old age and will have increasingly more profound influence on policy creation as the time passes. Additionally, advocacy activities of networks will be closely aligned to the gaps in policy implementation at all times.

Role of partners: Network members will identify strategic partners in the public sector, matching their needs and capacities, supporting the national initiatives, following the implementation of relevant policies and disseminating policy recommendations.

Duration: ongoing, throughout the project, at least two working groups per network

## **Activity 2.3. Conduct actions for citizen education and participation in the 5 countries**

Description: Relying on the work done in the previous IPA projects in Serbia, Bosnia Herzegovina and Albania with forming and supporting self-help groups for older people at local level, this project will use the experiences, expertise and examples of good practice as well as the existing activists/ self-help groups to identify and motivate older people or organisations of older people in local communities to become active in local level advocacy and mobilization of their peers. Each national network will organise five 1 day workshops with 70 participants per workshop where community representatives can learn about volunteering, community activism, local level advocacy and examples of good practice from previous projects. These community representatives will then be followed over the course of the next five months, provided with support as per request and asked to report about their local level initiatives.

Justification: Through this activity the project will be directly supporting older people at local level to develop skills, acquire knowledge and find motivation to fight social exclusion and isolation and participate in cultural, political and social activities of their local communities but as well to advocate for the different issues relevant to their quality of life. Moreover, feedback from older people participating in these exercise about local level policy implementation, obstacles to exercising the full extent of their rights and actions taken will feed back into the ongoing advocacy efforts adding more evidence-based data to the work of networks.

Effectiveness: 5.000 older people will be engaged at community level through citizen education in total, providing training and support in starting or deepening their own local level efforts at increasing inclusion and participation of older people.

Role of partners: National project manager and national network coordinator will be responsible for organising the workshop (5 workshops per network), providing advisory support and collecting information on local initiatives. The training will be conducted by 2 representatives from the national CSO networks who will also be responsible for the short reports about citizen education initiatives.

Duration: 1 day, around 70 participants per community/CSO, Months 15-24

#### **Activity 2.4 CSO networks organise national panel discussions based on the research results**

Description: Each national CSO network will present research results to the public and relevant experts/decision makers via two connected events: a panel discussion with experts and other stakeholders to discuss the research results will be carried out as well as a press conference for the general public to raise awareness about the launch of the research report.

Justification: The publications and these events will draw attention of stakeholders and general public to the main advocacy issues for each of the national networks within the scope of the project and beyond. The national events will be timed within one or two weeks apart so that they can feed off each other.

Effectiveness: The public and key stakeholders in each country will be aware of the project and its goals as well as of the main advocacy issues for each of the national networks and will be invited to provide support.

Role of partners: Network coordinators will organise the panel discussion and invite relevant stakeholders and representatives of public authorities. The organisation of press conference will be either subcontracted to a profession company (Serbia) or will be undertaken by the CSO networks themselves.

Duration: Months 15, 2<sup>nd</sup> year

#### **Activity 2.5 – Implementation of sub-grants by grass root initiatives/local NGOs**

Description: Each national network will launch a call for small scale project proposals in local communities, focusing on social inclusion of older people at local level as well as advocacy initiatives. A total of at least 60 small local initiatives will be strengthened through sub-grants in the 5 partner countries. These activities will serve as models of good practice and ultimately the basis for advocacy for more local-level adaptation and improved national policy making, while simultaneously stimulating civil society in the pilot communities and fostering engagement with community members, inspiring them to work together to address social exclusion of older people. This activity will be sub-granted to locally active CSOs with expertise in the relevant area, which will implement these activities with support from the national network, national coordinators and their organisations and local authorities, and document the results. The total amount of sub-granting will be 300.000 €, with a minimum of 2.000€ and a maximum of 5.000€ per project. Decisions on which projects will be supported will be made at regional level bearing in mind their quality and capacity for replication, with participation of representatives of each national network and the Austrian Red Cross.

Justification: This activity will demonstrate to community members, decision makers and civil society that context-tailored local-level mobilisation can be effective for increasing inclusion of older people. Through a “learning by doing” approach, local CSOs and other stakeholders will become empowered to address the issue of exclusion in their communities, while providing examples of good practice which can then be used to advocate for a scale up in other regions and countries.

Effectiveness: This activity will draw on the depth of the national networks and individual CSO network members, with expertise in a wide variety of areas related to social inclusion, and of their civil society partners. A total of at least 54 small-scale adaptation projects (sub-granted to locally active CSOs, who are most aware of the needs and vulnerabilities of the target communities, ensuring that the projects remain appropriate for the local context. The projects will form the basis for activity 2.6 below.

Role of partners: The regional project manager, together with network coordinators and network members will develop the call for small scale project. Selection of initiatives will be done at regional level through a selection committee. Network coordinators will be responsible to monitor the progress and documentation of the small-scale adaptation projects, including financial and narrative reports.

Duration: Month: 14-38, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> year

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## **Activity 2.6.Publication of an advocacy brochure with good practice examples from sub-grants and advocacy initiatives**

**Description:** Drawing on the experiences from the small scale projects funded through sub-grants scheme where activities have been supported through sub-granting, good-practice examples on advocacy will be collected based on the results of the most successful advocacy initiatives and sub-grants by grass-root initiatives and local NGOs in the communities (see 2.5 above) including (1) lessons learned, (2) how the initiatives/projects could be transferred to other contexts, and (3) identification of opportunities how successful projects may be scaled up nationally and be replicated. The advocacy brochure will be targeted primary at decision-makers to encourage upscaling of successful activities and other interested CSOs as models of good practice, but can also be used for education, awareness-raising and experience sharing.

**Justification:** Experience from previous projects has shown that there is a clear need for good practices in social inclusion of older people at community level that are appropriate for the national and regional contexts in Western Balkan countries. This activity will contribute towards a better understanding of effective inclusion strategies in the region, as well as a resource for advocating for robust, local inclusion policies at a national level.

**Effectiveness:** This activity will contribute to effective advocacy by national coordinators, network members and other civil society organisations by providing clear success stories and lessons learned from the small-scale inclusion projects which can then be used for awareness raising and advocacy.

**Role of partners:** National coordinators will be responsible for selecting appropriate good-practice examples from sub-grants and advocacy initiatives. The project coordinator from RC of Serbia will be responsible for selecting an appropriate company for sub-contracting the layout, design and printing of the regional brochure which will be available in English, Serbian, Macedonian and Albanian.

**Duration:** Months 39-40, 4<sup>th</sup> year

## ***ER 3 – Regional networking and knowledge-transfer on social inclusion of older people increased in Western Balkan Countries***

### **Activity 3.1. Conduct a regional network meeting combined with a training session on EU accession/ aquis and proposal writing**

**Description:** The regional workshop (3,5 days) will serve to carry out 2-day training on EU accession and acquisition of projects and proposal writing for 5 representatives of each CSO networks (project partners and including 1-2 members from national CSO networks). The training will be conducted by the Austrian Red Cross and a member from the country EU delegation will be invited to give an input about current developments on EU level. After the training, a 1 ½ day regional network meeting will be carried out.

**Justification:** EU accession process serves as a catalyst and guiding force for reforms of systems of social and health care in each of the project countries, as well as for creation of public policies related to discrimination, representation, enjoyment of rights and social inclusion. All project countries are at different stages in this process. The workshop should help civil society representatives from each country to recognise and use the opportunities for intervention (within their advocacy priorities and expertise) as well as for capacity building in order to be able to act as relevant and reliable partners to the public sector in the future.

**Effectiveness:** Representatives from the 5 CSO networks and associate partners will have better grasp on the process through which they will be able to recognise opportunities for advocacy, participation in policy creation, capacity building and work with public sector. In addition, the meeting will an opportunity for regional exchange, learning and planning. Inputs from EU member countries will be provided (including Slovenia)

**Role of partners:** The 3 ½ days training on EU accession will be conducted by the Austrian Red Cross who has a longstanding experience in this field; OSMIJEH in BiH will organise and host the regional workshop, in Bosnia and Herzegovina, including the 2 day network meeting which will serve to exchange experiences from the research and plan the next steps.

**Duration:** Months 18, 2<sup>nd</sup> year, 28 participants

### **.Activity 3.2. CSO networks develop a regional peer exchange programme for CSO network members to allow mutual learning and exchange of best practice**

Description: 2-4 representatives of each national CSO network will have the possibility to visit another organisation of a CSO network in one of the other partner countries. The duration of the study visit will be three days and aims to allow for mutual learning and exchange of experiences. The application process for interested persons in the study visit will include a *letter of intent* (including reason for application, expected outcomes of the exchange and organisational benefit, preferred timeframe and host organisation, brief outline how the gained experience will be transferred to colleagues upon return) and a *candidate profile* (CV). The selection of applicants will be based on the quality of the application on the time availability as specified in the letter of intent. Further criteria and final selection of the participants will be jointly developed by the CSO networks at a network coordination meeting.

Justification: These visits will enable representatives of national networks to learn from experience of their regional colleagues and exchange knowledge and common themes throughout the region. Participants of the study visit will prepare a short experience report after the study visit which will include lessons learnt and possible spin-off activities.

Effectiveness: National networks will have adopted new and applicable knowledge gained through visits but also the ties between national networks will grow stronger as their members build relations and ties between each other and interaction between CSOs will be promoted. Additionally, participants benefitting from study visits will be encouraged to share their acquired knowledge and skills with their colleagues in their organisations. As a rough estimate, it is assumed that each beneficiary shares his/her gained knowledge formally or informally with at least 5 co-workers who indirectly benefit from the capacity building activities of this action.

Role of partners: Network coordinators and national project managers will be responsible for the organisation of the peer exchange program and act as contact person for questions and organisational issues. The host organisation shall provide one main contact person who will be responsible for the candidate for the whole period of the visit period.

Duration: months 15-19, 2<sup>nd</sup> year, 4 participants per country, 3-5 days per exchange

### **Activity 3.3 Carry out a study visit to Slovenia to allow knowledge-transfer in advocacy**

Description: 3 representatives of each national network and 1 representative of associate partners from the public sector from each project countries will go on a study visit to Slovenia to explore the work of at least 4 a very successful national level organisation that deals with ageing, older people, social inclusion and advocacy (at national, EU and local level). During the visit members of national networks will also have a meeting with the representatives of public institutions and members of Ministries relevant for the issues of ageing. The visit will last three days and participants will be selected by the national project manager in consultation with network members.

Justification: The organisation Slovenian Philanthropy is an excellent example of advocacy work for and with older people on the topics such as social inclusion of older people and dialogue with public authorities. Participants of the study visit will define spin-off activities after the regional study visit and will present the lessons learned of the study visit in their organisations, within the national network and at the project website. Slovene government has been most advanced and responsive to older people needs in term of effective policy development. Further, Slovenia is a very good example of participatory and bottom up policy making approaches where older people and CSOs play a key role.

Effectiveness: National networks will study the practical work of a well organised national network and witness the opportunities provided by Europe-wide networking during the process of EU accession and beyond.

Role of partners: The national project managers and network coordinators will select participants for the study visit in consultation with national network members and will be responsible for the organisation of knowledge sharing of lessons learned after the study visit. The overall organisation of the study visit will be carried out by the Slovene Philanthropy in cooperation with the regional project manager.

Duration: Months 9, 1st year, 4 participants per country (including government representatives).

### **Activity 3.4. Organise a regional conference on social inclusion of older people including governmental stakeholders and international organisations**

Description: The 2-day conference will bring together civil society representatives from Western Balkan countries, decision-makers from national and local levels, representatives from the EU, the scientific sectors, media, older people's organisations and from similar initiatives to present project results, lessons learned and jointly discuss regional recommendations on social inclusion. It will be a two day event that will demonstrate in detail the results of project activities and the plans for future regional cooperation and follow-up.

Justification: This event will serve as a public relations event to discuss the practices, successes, challenges and lessons learned during the project in the broader context of stakeholders from all levels and disseminate project results. It will also serve to discuss future cooperation within each of the countries and across the region and jointly develop recommendations.

Effectiveness: Key stakeholders from each country and EU representatives will have learned about the project and its key highlights and be invited to contribute to planning for the future.

Role of partners: National coordinators invite relevant representative from their countries, the regional project manager will invite regional stakeholders and donors. The conference will be organised in Belgrade by the Red Cross of Serbia and bring together app. 120 persons.

Duration: 2 days, Months 35, 3<sup>rd</sup> year

### **Activity 3.5 Develop a network website**

Description: The project will develop a website that will provide information about project activities and products on national (research results, advocacy strategies) e.g. as well as regional level (e.g. project newsletter, conference report, and advocacy brochure), advocacy initiative and research results and background information. The website will provide information in English but also link to individual sub-sites per country that will be in local languages, including products and results created throughout the project as well as other relevant documents related to social inclusion, ageing, human rights, legal frameworks etc.

Justification: The project website will display the work and activities of national CSO network as well as regional activities and will be used as a visibility and dissemination tool. The reports and results produced in the course of the project will serve as advocacy tools and be freely available to partner organisations in each of the countries alongside the other relevant documents and resources.

Effectiveness: Each national network will be able to present their work to stakeholders, partners and general public, generate interest among grassroots organisations, provide support to them and ensure wider communication within their country context to promote knowledge sharing among CSOs at regional and national level.

Role of partners: The creation of the website and a joint logo for the 5 CSO networks will be subcontracted to a web designer/communication expert. The maintaining and managing of the English content and country-specific sub-sites will be done by partners.

Duration: ongoing from months 4, 1<sup>st</sup> year

- iii. If financial support is allowed by the Guidelines for Applicants, applicants wishing to give financial support to third parties must define, in line with the conditions set by the Guidelines for Applicants the objectives and results to be obtained with financial support, the different types of activities eligible for financial support, on the basis of a fixed list, the types of entity eligible or categories of persons which may receive financial support, the criteria for selecting these entities and giving the financial support, the criteria for determining the exact amount of financial support for each third entity, and the maximum amount which may be given.

**Financial support to Third Parties:**

The action foresees the provision of at least 60 sub-grants to grass-root initiatives, local CSOs in the 5 target countries. The total amount of sub grants is 300.000 €.

**Objectives and results** to be obtained with the financial support are the following:

- CSOs conduct awareness raising activities and promote social inclusion of older people
- CSOs address gaps in service provision at local level
- CSOs prepare advocacy initiatives and multi-stakeholder dialogue

**Types of activities** eligible for financial support are envisaged as follows:

- Coalition building and network activities, such as trainings and workshops
- Provision of small-scale volunteer based basic services for older people that can be tested and then advocated for (e.g. reaching remote and rural, hard to reach areas)
- Preparation of materials for local and national policy dialogue, public awareness raising and education
- Conduction of awareness-raising and educational activities on the topic of social inclusion of older people, active ageing, volunteering
- Conduction of local advocacy initiatives
- Conduction of informal education/ lifelong learning
- Conduction of cultural activities with participation of older people

**Types of persons or categories of persons** which may receive financial support:

- CSO members of the networks and CSOs who are active at local level in the target countries and grass root initiatives.

**Criteria for selecting** these entities and giving the financial support:

- The activity is within the possible budget frame
- The activity is contributing to the specific objective of the overall project and in line with the project's main aim
- The applicant CSO is well coordinated with the relevant stakeholders for the respective initiative
- The applicant CSO ideally provides some own resources, such as facilities, equipment, expendables, human resources and other sources of funding
- The applicant CSO has the capacity to implement an initiative and related activities and submit financial and narrative reports (to be proven in the project application and budget)
- Only those initiatives will be examined that correspond to a given format
- The applicant CSO must ensure transparency and reliability

**Criteria for determining the exact amount of financial support:**

- There will be a maximum amount for each activity to be sub-granted, please also see budget
- Each application shall include a detailed budget according to which the grant will be awarded; in the selection procedure special emphasis will be put on efficiency of budgeted funds.
- The following expenses will not be accepted and supported: purchase of bigger equipment, construction and repairs of facilities

The **maximum amount** which may be given is 5.000 €, the **minimum amount** is 2.000€.

**Necessary supporting documents for financial reporting on subgrants are as follows:**

Invoices, bank statements and financial overview.

A contract will be concluded between the partner organization and the selected CSO. This will include a signed application form including description of the action, work plan and budget as well as all requested documents of the organisation (e.g. Registration of organization, tax document, documents certifying the financial capacity of the applicant), narrative report template as well as EU visibility requirements.

- iv. Describe/highlight eventual changes of the information provided in the concept note.

Activity “gaps in service provision” (A.2.4) in the concept note was deleted. Provision of services that will be bridging identified gaps in service provision will be available for those CSOs that demonstrate the capacity to provide them (e.g. volunteer-based outreach activities for older people in rural areas or similar volunteer-based and therefore more likely to be sustainable activities) however the communication with CSOs from the project countries shows that many of them prefer to be free to come up with creative ways of supporting and building better social inclusion of older people through participation of older people themselves in the design of the activities and local initiatives rather than to be necessarily tied to government standards.

The title of the action was shortened to “Taking Action on Social Inclusion of Older People” instead of “Taking action for strengthened CSO networks and inclusion of older people.

A final capacity development assessment activity has been added under the specific objective to ensure a proper measurement of the organisational change in 30 CSOs and 5 national CSO networks on increasing public awareness and impact in decision-making processes.

Activity 1.6 – networks conduct regular network meetings was combined with activities 0.3, 1.1., 1.3. 2.4. Further country and CSOs Networks specific areas of training will be identified (during the inception phase and in the network meetings) and planned along the national meetings.

After detailed and in depth planning with the partners final budget is decreased by the amount of 3.869 EUR compared to the amount requested in the Concept Note.

### 2.1.2. Methodology (max 5 pages)

This project is built on three methodological pillars, namely: 1) Building capacities for CSOs through a variety of means such as trainings, peer exchange and study visit; 2) Cooperation with multiple stakeholders e.g. media, public authorities, EU and UN organisation on improving partnership and policy development and 3) Involving older people through CSOs like senior organisation's and pensioner associations in project activities (action on citizen education, sub-grant initiatives) to promote social inclusion and empowerment for older people to take an active role as citizens in shaping their own future.

#### ***Capacity building of CSOs through informal training, mentoring, sub granting and peer exchange:***

The project methodology builds on a holistic capacity development approach of bigger and smaller, as well as stronger and weaker CSOs in the field of social inclusion of older people regarding their engagement with policy makers, the public and the media in Western Balkan countries. This approach will build in-depth knowledge and skills at the local, national and regional level. Targeted trainings will allow CSOs to adapt the acquired knowledge to their local circumstances. Informal trainings and follow up support will be provided by identified consultants in the region and EU partners such as Slovene Philanthropy, the Austrian Red Cross and HelpAge to support this process and to ensure that CSOs have the confidence to put learning into practice. Subsequent project activities, such as public campaigns, evidence-based advocacy, data collection, monitoring of government services and sub-granting initiatives will embed a ***learning by doing approach***. Peer exchange, practice sharing and learning will be promoted amongst all involved partners and in almost all activities. Regional meetings, peer exchange visits and study visits will involve network members as well as CSOs of older people representatives. They will learn from each other and apply the acquired knowledge in their context.

***Multi-stakeholder Cooperation:*** All related stakeholders - CSOs, media, public authorities, policy makers, European Commission and international community representatives (UNFPA) will be involved and consulted from the beginning of the project implementation in various activities. CSO networks and project partners will strengthen ties with public authorities and decision-makers through policy working groups and panel discussions, to initiate policy changes and increase awareness about social inclusion of older people. The public sector is also included as associates in the project and policy makers will also be invited to take part in the study visit. Since media representatives are an important partner regarding public awareness, they will be specifically addressed through awareness raising trainings on needs of older people and jointly developing guidelines with project partners. Other CSOs in the area of women issues, health, disability, minority issues, education, etc. will be invited to participate as ageing should be mainstreamed in all these areas and beyond.

***Promotion of social inclusion through active ageing and volunteerism:*** The project will promote social inclusion and active ageing through volunteering, peer support and by involving older people in awareness raising activities and advocacy, thus encouraging them to participate in processes that affect their lives and their communities in general. This will be done through actively encouraging older people organisation's to participate as network members as well as through actions for citizen education, calling for active involvement of older people, promoting in workshops the concepts of self-help groups, peer support and volunteering which proved to be examples of good practice in the region. Sub-granting initiatives will be implemented through grass-root initiatives, local CSOs and network members with the aim to enhance social inclusion activities and advocacy activities on local level.

#### **Where the action continues a previous action, describe how the action is intended to build on the results of the previous action (give the main conclusions and recommendations of any evaluations carried out)**

This action builds upon the EC-funded IPA project (2010/254-994) which was implemented by NGO AgeUK with the partners (OSMIJEH – BiH, Red Cross of Serbia, Albanian Association for Gerontology and Geriatrics) in the three countries: Bosnia Herzegovina, Serbia, and Albania. The final project evaluation showed that CSOs, when organised, when having skills, capacities and data can influence governments and initiate partnerships. It also showed that it is very important to look for other partners that can help pursuing the project goals – for example partnership with UN agencies and learning from more advanced EU members. The partners developed a very successful model of older people activism and self-help and showed that older people can and should take an active part in pursuing their rights. However, the evaluation noted that this practice should be further developed and promoted and that governments in particular should get more used to consulting final beneficiaries i.e. older people and involving them more actively in the process of policy development. At the same time the practice should be more promoted among older people and CSOs who still tend to view older people as “receivers of assistance” only. Although the project contributed to awareness raising of older people's needs and influenced the governments to start addressing their needs by developing policies, those processes

remain insufficient, did not get translated into practice enough and older people's rights remain insufficiently recognised by the right bearers. In addition, without CSOs pressure, government often tend to discontinue any efforts or pay less attention to it. The evaluation also noted that older people are placated and included in some dialogue but that this is very far from real partnership, nor effective in delivering older people's rights.

**Where the action is part of a larger programme, explain how it fits or is coordinated with this programme or any other possibly planned project (please specify potential synergies with other initiatives, in particular by the European Union)**

The project is not part of any larger programme but will for the sake of more powerful influencing and achieving more sustainable goals, strive for synergies with any relevant programme either nationally or regionally. The project is coherent with the new EC IPA strategy 2014-2020 in which CSOs play a crucial role in delivering enlargement policy including social inclusion of vulnerable groups, social protection and promoting respect of principles of democracy and human rights. In Serbia, the Action is also in line with government efforts to implement the Law on Social Welfare and to promote social inclusion and reduce poverty through the Team for Social Inclusion and Poverty Reduction. Review of the National Strategy on Ageing is expected to start in 2015 and the action will feed into that process as well. In BiH the government has initiated the process of policy framework for older people protection. In Albania, there are plans to develop local action plans on ageing based on the national one that was developed in previous actions. In Montenegro the action will feed into the strategy of Social protection of Older People 2013-2016 and into the Law on Social and Child protection which implies a set of reforms that will be very challenging for all CSOs (for example pluralisation of the services and introduction of licensing processes). In FYRM the Action will feed into the Strategy for elderly (2010-2020) that among others aims at (Priority 3) "Improving the quality of life of the elderly". In general, the inception phase will help to better identify all these processes plan the national strategies accordingly in cooperation with relevant stakeholders and the EU.

**The procedures for follow up and internal/external evaluation**

The overall project monitoring and evaluation will be the task of the Project Management Committee (PMC), which will be made up of project staff from Red Cross of Serbia and representatives of the 5 other project partners in the project. A monitoring plan will be developed in the beginning of the project. The PCM will ensure the quality of project implementation and achievement of results with the participation of, and accountability to, beneficiaries and wider stakeholders. The committee will effectively incorporate evidence and learning into the project cycle and into wider policy development. The regional project manager will pay regular visits to project countries and together with the project partners locally monitor and evaluate project implementation. Again, during those visits various stakeholders will be consulted. Impacts need to be monitored on five different levels: (1) organisational level, (2) local level, (3) network level, (4) national level, and (5) regional level. This will be attained by the installation of a Participatory Impact Monitoring (PIM) system. Network member organisations and relevant stakeholders will be actively involved in continuously tracking changes in the sectors addressed by the project.

**Situation analysis:** A Situation analysis will be made during the inception phase, as basis for the work plan and revising the network strategies and will provide information on different stakeholders working in that area, gaps in policies and services and needs of older people and CSOs.

**Evaluation of capacity building measures - Meeting/Training evaluations:** Evaluation forms will be completed after trainings and meetings. They will assess the immediate impact of trainings/ meetings and how they have been perceived by participants and partners. Follow-up questionnaires and interviews will also be used at the end of the project to assess the long-term effectiveness of project trainings and the way learning has been applied by members of CSOs and older people. Senior management staff and representatives of 30 CSOs as well as external stakeholders such as representatives of public authorities will be asked to evaluate the improvement of CSO capacities during the final evaluation. In order to be able to compare capacities of SCOs in the beginning of the project and the end, a baseline will be carried out within the situational analysis in the inception phase.

**Public campaigning evaluation:** Public views and opinion will be evaluated by media reports, press clippings and project website accesses.

**Internal midpoint review:** This will be conducted by Austrian Red Cross with support of project partners. The project progress will be compared against the project plan, including financial projections. Any variations to plans will be communicated to the EC as appropriate. Project staff will also meet via Skype at least once per month to discuss and review project progress and minutes will be available.

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**Small grant project evaluation:** All sub grants that will be implemented by CSOs in the national networks will submit a narrative and financial report, including lessons learned. Ongoing monitoring will be done by the project partners.

**Regular four month financial monitoring:** Financial spending will be monitored by Red Cross of Serbia against the approved EC budget to ensure that all expenditure is tracked and in line with approved budgets. These figures will then formally be reviewed by Red Cross finance department, with spending cross-referenced to activities to ensure value-for-money in project delivery. This regular oversight and review will enable project staff to identify and address variations at an early stage.

**Final evaluation:** The final evaluation will be conducted by an external consultant. This will be supported by project partners who will draw up terms of reference and provide information, evidence and logistical support to the consultant, including facilitating visits to network members and representatives of local and national authorities as appropriate.

**The role and participation in the action of the various actors and stakeholders (co-applicant(s), affiliated entity(ies), target groups, local authorities, etc.), and the reasons why these roles have been assigned to them**

**Red Cross of Serbia (RCS)** as applicant of the action will be responsible for overall project and financial management, technical support to partners and EC communication and relationship. The Red Cross of Serbia will also implement the respective activities in its own country.

**OSMIJEH, AAGG, Mac RC, RCM and Humanost** as co-applicants will manage the project nationally, take care of the implementation of all activities in accordance to project plan and objectives, communicate with the RCS, report to RCS regularly and monitor and evaluate the project implementation nationally. Project partners will be responsible for communication with the CSO members of the national networks.

**CSOs organised in the national networks:** CSOs will be encouraged to apply for subgrants to implement projects promoting inclusion of older people and advocacy initiatives locally. CSOs will furthermore take part in the network meetings as well as capacity building activities such as trainings, peer exchange program and the study visit. CSOs will also be responsible for supporting the dissemination of information of the project, such as project publications to older people, the wider public, and to local and national decision makers as appropriate.

**The Austrian Red Cross** will be responsible for providing technical assistance on grant management to all partners and the Red Cross of Serbia, carry out the midterm-evaluation as self-evaluation together with project partners and conduct the training on EU accession and acquis.

**Slovene Philanthropy** will organise and host the study visit to Slovenia to allow knowledge transfer in advocacy and networking. **HelpAge International** will provide a special input at the regional kick-off workshop on researching data and advocacy as consultancy in the beginning. The two EU partners and HelpAge international will ensure EU practice sharing and learning and will function as link to global and EU processes dealing with ageing and related policies.

**National governments, state service providers, CSO service providers, media and local governments and administrations** will be targeted through various activities. They will be encouraged to share the information on their work, to develop age friendly policies, to improve the existing or introduce new services for older people that better address their rights. *Local media* will be approached to cooperate with the national CSO Networks and to build their capacities in working with media and using them as partners in pursuing their objectives; to publish the findings of the situation analysis, national research findings, information on policy recommendations and on project progress in general.

**UN offices, especially UNFPA**, will be targeted and involved as they represent a key ally in the process of influencing the government. They will also provide, through UNDESA, funding to the government (support of the Council on Ageing for example) and take forward the issues of ageing on a regional and global level. Representatives of UN offices will be invited to regional and national meetings, the final conference and to contribute with their expertise to the strategic work plans within the inception phase.

**The organisational structure and the team proposed for the implementation of the action (by function: there is no need to include the names of individuals)**

Title	Function
<b>Lead applicant: Red Cross of Serbia</b>	
<b>Regional project manager (RPM):</b> 50%	RPM is based in Red Cross of Serbia and maintains an overview of all projects and contract management processes in the region. RPM is responsible for monitoring of the project in the 5 countries and for communication with the EC.
<b>Regional project assistant/ (RPA):</b> 100%	RPA is based in the Red Cross of Serbia and will maintain an overview of all projects and contract management processes in the region. RPM will be responsible for monitoring of the project in the 5 countries and closely work with the regional project manager and network coordinator.
<b>Financial officer</b> 10%	Ensures project expenditure is regularly monitored and accounted for in adherence with RCS and EU requirements. Provides support to partners' PAs. Responsible for compilation of financial reports to contracting authority and internal audit
<b>Network Coordinator (NC):</b> 20%	NC will be responsible for implementing project communications with network members and older people. NC will lead on organisation of network meetings, trainings, and study visits. NC will lead on development of publications and work together with RPM and RPA on production of project reports.
<b>Co-applicants' staff:</b>	
<b>4 National project managers (PMs):</b> 60 %	Responsible for overall management of project activities on the ground. Responsible for compiling and sending project progress reports to RCS.
<b>4 National network coordinators (NCs):</b> 30%	Responsible for implementing project communications with network members and older people. NCs lead on organisation of network meetings, trainings, and study visits. PNCs will lead on development of publications and work together with PMs processes and in production of project reports and communications with RCS.
<b>4 Project Accountants (PAs):</b> 10%	Will work closely with the PMs and NCs on all financial processes in the project. This will include expenditure verification, internal audit, VAT exemption processes and on internal/external financial reporting processes.

**The main means proposed for the implementation of the action (equipment, materials, and supplies to be acquired or rented):** The action will provide for 6 laptops to the partners in the WB region. Besides the laptops, the action does not request purchasing of any other equipment or supplies. RCS and the partners in the project will contribute their own resources (e.g. office furnishings, equipment, project vehicle).

**The attitudes of all stakeholders towards the action in general and the activities in particular:**

The project was developed in cooperation with all implementing partners as well as in consultations with the associate partners. Government representative were also informally consulted. Knowledge, practice and assessment of the situation is based on previous practices.

**CSOs in the 5 partner countries:** CSOs in the region have been making efforts for years to raise awareness among governments to recognise older people as a vulnerable group and to better recognise rights abuses. However, they are well aware that their capacities are still underdeveloped to better influence the governments to recognise them as credible partners, to make them more accountable and to influence the policies. Their attitude towards the action is very positive as they know that without their activities and their "pressure" their government would easily put the processes dealing with older people aside. CSOs have requested support through this project, to strengthen their coordination and cooperation to become a more effective network. CSOs are therefore highly supportive of the project aims and objectives.

**Relevant ministries, local and regional government entities:** Public authorities expressed their interest for robust evidence to support policy-making, and increase the capacity of CSOs to be effective partners for government in delivering and monitoring services and agreed to be associates in the project. (E.g. the Social Inclusion and Poverty Reduction Unit in Serbia, the Ministry of Labour and Social Welfare in Montenegro and Institute for Social Protection in Macedonia). Ministry of Human Rights and Refugees in BiH, leading the process on the policy framework for older people protection in BiH is positively oriented towards the project and has been interested in more productive cooperation with CSOs. Ministry of Health, Ministry of Labour and Social Affairs in Albania are also positively oriented towards better cooperation with the civil society. Governments in the region like comparing themselves in terms of policies, legislation and work in general, thus regional cooperation and exchanges are something they welcome. However, all those interests, tendencies do not get translated into practice without a coordinated effort. Therefore, the action proposed will contribute to this.

**Media:** Media is also positively oriented towards the action. While their interest in covering issues where older people's rights are extremely violated (for example elder abuse, disability..) is much higher, there is less practice in viewing more positive images of ageing where older people are presented as active agents of changes. In order to better use the role of media, their involvement in the action will be better targeted and actions with CSOs more coordinated.

**Public service providers** such as local health services, social workers and police are the most inclined to actively or passively discriminate against older people by denying them access to services. The project will invite them to relevant meetings (national network meetings as appropriate) and they will also be invited to take part in the inception phase.

**Older people who will be directly reached through citizen education activities.** Final beneficiaries will be all older people in the five countries who will benefit from and will be empowered by improved social inclusion, more opportunities for social engagement and active participation in matters of importance. Older people in the region welcome the action but are concerned that they lack information and capacity to act and speak up. This project will address this concern and improve older people's representative capacity to more effectively represent vulnerable older people within their own communities. This will strengthen their capacity to address rights violations and ensure improved access to services.

**UN/UNFPA offices** in the regions have very positive attitudes towards ageing issues and working with the government. The Offices in BiH and Serbia are specially focused on ageing in their national programme plans. The similar practice can be promoted in other countries in the region. Further, better coordination among all stakeholders can be pursued in the proposed project.

**Key international organisations** such as Austrian Red Cross, Slovene Philanthropy, and HelpAge International (HAI) are some of the rare international organisation that have been interested in dealing with older people issues in the region. They have great expertise, knowledge and are actively involved in key global processes related to ageing and older people human rights. Their role is very important in the project proposed and their interest to contribute very high. UN organisations (UNFPA) as well as European Commission will be involved in consultations.

**The planned activities in order to ensure the visibility of the action and the EU funding:** In the first project quarter a communication and visibility plan will be elaborated by the project team. With the help of this plan the project team will ensure that all communication (e.g. project newsletter, invitations, media releases), visibility materials (roll-up banners, posters) and project products (e.g. national research reports,) are in line with the EU visibility guidelines. In order to ensure information exchange and dissemination, the project team will coordinate project activities with the EU delegation in charge. This will be provided through bi-lateral meetings and invitations to bigger project events. The invitations to the meetings, trainings, conferences as well as agendas and any written material or stationery will display the EU funding. Any public event, especially public campaigning events will display the logo of EU. Partners will produce project roll-up banners that will display the information on the project in the local and English languages and on EU funding too. The banners will be displayed in all project and public activities and events.

### **2.1.3. Indicative action plan for implementing the action (max 4 pages)**

Applicants should not give a specific start-up date for the implementation of the action but simply refer to 'month 1', 'month 2', etc.

It is recommended to base the estimated duration of each activity and the total period on the most probable duration and not on the shortest possible duration, by taking into consideration all relevant factors that may affect the implementation timetable.

The activities stated in the action plan should match those described in detail in Section 2.1.1. The implementing body must be either the applicants or any of the affiliated entity(ies), associates or subcontractors. Any months or interim periods without activities must be included in the action plan and count toward the calculation of the total estimated duration of the action.

The action plan for the first 12 months of implementation should be sufficiently detailed to give an overview of the preparation and implementation of each activity. The action plan for each of the subsequent years may be more general and should only list the main activities proposed for those years. To this end, it must be divided into six-month periods (NB: A more detailed action plan for each subsequent year must be submitted before any new pre-financing payments are received under Article 4.1 of the Special Conditions of the grant contract).

The action plan will be drawn up using the following format:

#### 2.1.4.

Year 1													
	Half-year 1						Half-year 2						
Activity	Month 1	2	3	4	5	6	7	8	9	10	11	12	Implementing body
<b>0.1</b> Conduct a regional project kick-off workshop													Applicant and partners
<b>0.2</b> Activate or re-establish 2 national CSO networks in Montenegro and Macedonia and refresh networks in Albania, BiH and Serbia													Applicant and partners
<b>0.3</b> Revision or development of 5 network strategies													Applicant and partners
<b>0.4</b> Summarize refined strategies and plan in an inception report													Applicant and partners

  

Year 1													
	Half-year 1						Half-year 2						
Activity	Month 1	2	3	4	5	6	7	8	9	10	11	12	Implementing body
<b>1.1</b> 5 national network workshops to provide knowledge on evidence-based advocacy and define research priority areas													Applicant and partners

<b>1.2</b> CSO networks conduct research on national level to gain data for their advocacy strategies															Applicant and partners with support of local and national experts
<b>1.6</b> Regular network meetings (twice per year,															Applicant and partners
<b>2.2</b> CSO networks participate in policy working groups															Applicant and partners
<b>3.3</b> Study visit to Slovenia															Applicant and partners
<b>3.5</b> Develop network website															Applicant and partners

Year 2													
	Half-year 1						Half-year 2						
Activity	Month 1	2	3	4	5	6	7	8	9	10	11	12	Implementing body
1.2 CSO networks conduct research on national level to gain data for their advocacy strategies													Applicant and partners
1.3 5 national tailor made advocacy and communication/media trainings for the CSO networks													Applicant and partners with media expert
1.4. 5 national trainings with media													Applicant and partners
1.5 Develop national research - based advocacy strategies by national CSO networks													Applicant and partners
1.6 Conduct regular network meetings (twice per year, including participation of older people and gov. representatives)													Applicant and partners
2.1 2 national advocacy campaigns per network													Applicant and partners
2.2 CSO networks participate in policy working groups on topics related to social inclusion (at least 2 working groups/network)													Applicant and partners
2.3 Actions for citizen education													Applicant and partners

Year 2													
	Half-year 1						Half-year 2						
Activity	Month 1	2	3	4	5	6	7	8	9	10	11	12	Implementing body
2.4 Conduct national panel discussions based on the research results (1 per network)													Applicant and partners
Midterm evaluation report													Austrian Red Cross, applicant and partners
2.5 Implementation of sub-grants by grass-root initiatives/local NGOs													Applicant and partners, grass-root initiatives and local NGOs
3.1 Regional network meeting combined with a training session on EU accession/ acquis and proposal writing													Applicant and partners
3.2 Regional peer exchange programme for CSO network members													Applicant and partners

Year 3													
	Half-year 1						Half-year 2						
Activity	Month 1	2	3	4	5	6	7	8	9	10	11	12	Implementing body
1.6 Conduct regular network meetings (twice per year,													Applicant and partners
2.1 Conduct 2 national advocacy campaigns per network													Applicant and partners
2.2 CSO networks participate in policy working groups on topics related to social inclusion													Applicant and partners, CSO network members
2.5 Implementation of sub-grants by grass-root initiatives/local NGOs													Applicant and partners, grass-root initiatives and local NGOs
2.6 Publication of an advocacy brochure with good-practice examples from sub-grants and advocacy initiatives													Applicant and partners
3.4 Regional conference on social inclusion of older people													Applicant and partners

Year 4													
	Half-year 1						Half-year 2						
Activity	Month 1	2	3	4	5	6	7	8	9	10	11	12	Implementing body
2.5 Implementation of sub-grants by grass-root initiatives/local NGOs													Applicant and partners, grass-root initiatives and local NGOs
2.6 Publication of an advocacy brochure with good-practice examples from sub-grants and advocacy initiatives													Applicant and partners, grass-root initiatives and local NGOs
Final Evaluation													External evaluator, applicant and partners

### 2.1.5. Sustainability of the action (max 3 pages)

**Technical impact:** The project will build technical capacity of staff and volunteers from co-applicants and CSOs in the 5 national networks. Technical skills will be improved in areas including strategic planning, data collection, advocacy, public (including media) campaigning, evidence-based policy influencing, older people involvement, active ageing and volunteering as well as promotion of social inclusion. The impact upon at least 50 targeted CSOs will also be an improved ability to work with and on behalf of older people, better skills in running their organisations and better internal and external communication mechanisms within the network and with public authorities. The project will target various stakeholders (at least 25 government and public institutions/service provider institutions, UN offices, local administrations, media, etc.). The situation analysis, advocacy briefs, data collection and monitoring findings will be followed up by targeted advocacy and public campaign actions. This will increase the technical knowledge of service providers and policy makers, thus increasing their understanding of the needs of older people and the barriers they face. This will enable them to better address older people's rights and to design and deliver improved age-friendly services.

**Economic impact:** The project will strive for improvement of economic conditions for older people in the 5 countries in the region by advocating for policies that will better address older people's needs and promote their social inclusion. The specially organised education activities for older people on their rights, citizenship roles, opportunities and way to act will empower older people to better access their rights to services. This will lead to more positive economic impact. Evidence based advocacy and campaigning will also call for improved provision of services at local and national levels. Locally implemented projects promoting social inclusion of older people will demonstrate the need and feasibility for introduction of the services in the budgets by local governments. This will impact on the development of future policies and government programmes of support, which will again have a positive impact upon the economic well-being of targeted older people.

**Social impact:** The action will help local CSOs to improve services and evidence their claims, which will strengthen their legitimacy. In some cases, improved capacity may also result in partnerships with local authorities on delivering social programmes, which will widen CSOs capacity further and ensure their sustainability. Nationally and regionally the action will raise the profile of the ageing sector and help the 5 networks to better represent older people. This increased visibility will help to improve both the self-esteem of older people and the status of the CSO sector. It will also counter negative stereotypes of older people as passive net welfare drains on society, showing them instead as active and capable volunteers and activists. Furthermore older volunteers will be centrally involved throughout the project through CSOs like senior organisations or pensioner associations and will benefit from activities like citizen education activities.

**Policy level impact:** The action will build the capacity of the national CSO networks to generate evidence, to implement community based services with older people, to monitor the delivery of services for older people by the governments and to influence local and national state representatives. Local and national advocacy and public campaigning (2 national advocacy campaigns per network) will address the issue of ageing and older people's rights in all 5 countries and will have an impact on the wider policy debates around demographic ageing in particular. The increased recognition of the national networks as focal points on ageing will mean they are invited to participate in policy consultations, and that will potentially lead to improved policies to support older people nationally. The increased involvement of the CSOs networks in policy dialogue is expected to lead to increased mainstreaming of ageing in public policy.

#### **Describe a dissemination plan**

The key aim of this project is to strengthen the capacities of 5 CSO networks and at least 50 members and the way they share information and collaborate. National as well as regional meetings will involve relevant stakeholders and will be used as an opportunity to share information. Members of the national CSO networks will be expected to disseminate further the information, learning and practice in their local communities where they are active, throughout the countries. Older people representatives will also be expected and invited to share the information further among their peers in their localities or organisations. Project publications will include: the inception report, publication of research results, advocacy brochures with good-practice examples from subgrants and quarterly newsletter. Especially the situation analysis and research findings will be disseminated by organising public launching with media coverage. Documents will be also available on partners' websites as well as on the project website. Project staff will also seek to disseminate project learning through existing publications and other media in their respective countries and through participation in various related CSO and government network meetings as part of

project activities. The dissemination will be assured by using various social networks such as the project website that will be developed within the project and the IPA CSF face book group.

### **Provide a detailed risk analysis and contingency plan.**

**Economic risk:** *Exchange rate risk.* The project is denominated in Euros. If the euro falls significantly it will affect the affordability of various aspects of the project. In this case the project may, in coordination with EU Delegation staff, look to reforecast the budget and reduce spending.

**Economic risk:** *National/international economic pressures lead to reduced governmental budgetary commitment toward older people: Likelihood low; Impact high.* Based on the growing recognition within government of the impact of demographic change in the region, a reduced commitment is not expected. The project focuses on enabling civil society to contribute to existing momentum in this area, and ensuring that government are provided with compelling evidence and support, at both national and local levels, to ensure that ageing remains on the political agenda and those policies and programmes of work are given sufficient budget support.

**Social risk:** *Members of the CSO network, are not motivated, willing to learn or able to absorb new knowledge, methodology and approaches in the action: Likelihood low; impact high.* This is low risk due to high commitment, long experiences and high literacy rates among CSOs and lessons learnt from the previous cooperation which proved that, when provided with the opportunities, CSOs and older people are very willing to participate, to learn, to contribute to act and feel useful. To reduce risk, selection of participants will be done carefully, and training will be delivered to reflect the skills and learning needs of trainees. The trainings will apply interactive methods of work, reflection by all participants based on their practical work, constructive learning process, etc.

### **Describe the main preconditions and assumptions during and after the implementation phase.**

A relatively stable political and security situation in Western Balkan countries is a precondition for the project implementation, including an enabling environment for national and local CSO development. Further a commitment from governmental authorities at local, national and regional level to support an open and constructive dialogue and cooperation with CSOs and older people is assumed. Relations between partners, members of CSO networks and media shall remain positive and CSOs will be supportive of and committed to the project aims. According to previous discussions it is assumed that other stakeholders such as the UN, will be open to contribute to project activities. The project assumes further that older people remain willing and keen to participate in project activities.

### **Explain how the action will be made sustainable after completion.**

**Financial sustainability:** The project creates few financial obligations for Red Cross of Serbia neither for other partners in the project and regional network. The project will fund no infrastructure requiring future maintenance, and activities will involve training and capacity building of CSOs, older people. Subsequent activities will be largely volunteer-based, or absorbed into the existing work of CSOs. The project will aim to develop closer ties between network members and local/national governments. Small grant projects will be supported to demonstrate the need for existence of local services as well as feasibility. It is highly possible that once CSOs raise awareness on issues facing older people, and become valued as experts, local authorities may even offer financial support, or explore areas for future collaboration. The same relates to UN agencies, particularly UNFPA, who can in accordance to their country plan provide financial support, not only to government, but also to CSOs. Mainstreaming of ageing will lead to influencing international donors and development agencies to better prioritise ageing which again offers potential for funding. The partners in the project will together and specially with the support of EU partners, look to explore subsequent funding opportunities outside and beyond this project.

**Institutional sustainability:** Capacity building is a key methodology to ensure that skills and knowledge are sustained beyond the implementation phase. The project will build the capacities of CSOs in the 5 CSOs networks and OPG representatives. The project will deliver training and will then support CSOs to 'learn by doing' throughout all subsequent project activities. These processes and activities will not only build the institutional capacity and sustainability of individual members of the Networks, but also of the network as a functioning institution itself. Once such capacity is established, they will be easily sustained beyond the project. Further, the project will also establish and strengthen dialogue mechanisms between the 5 CSO networks, UN agencies and key local and national stakeholders (governmental and NGO). The project will contribute to raising the profile of the national CSO Networks as a key voice on ageing, ensuring that decision makers go to the network when conducting policy consultations or reviewing the

effectiveness of their work. Once such mechanisms are established, they will again be sustained beyond the project.

**Policy level sustainability:** Both, during and beyond the project, targeted CSOs will use project evidence to raise the awareness of policy makers of the critical and interconnected roles of service provision, pensions and adequate social benefits for older people in achieving poverty reduction and reducing social marginalisation. The project places a major emphasis on establishing and strengthening quality communication and coordination between CSOs and policy makers, to ensure that information flows and advocacy are effective, both within and beyond the project. A key outcome of the project is therefore that CSOs become increasingly invited by policy makers to participate in consultation processes. These links, once established, will be sustained beyond the project cycle.

**Environmental sustainability:** Unnecessary transportation by car will be avoided as much as possible. The project will apply an environmental approach when it comes to office materials and waste

#### **2.1.6. Logical Framework**

Please fill in Annex C to the Guidelines for Applicants.

### **2.1.7. Budget, amount requested from the Contracting Authority and other expected sources of funding**

Fill in Annex B to the Guidelines for Applicants to provide information on:

- i. the budget of the action (worksheet 1), for the total duration of the action and for its first 12 months;
- ii. justification of the budget (worksheet 2), for the total duration of the action, and
- iii. amount requested from the Contracting Authority and other expected sources of funding for the action for the total duration (worksheet 3).

For further information, see the Guidelines for Applicants (Sections 1.3, 2.1.4 and 2.2.5).

Please note that the cost of the action and the contribution requested from the Contracting Authority must be stated in EURO.

## **2.2. Experience**

The below information will be used to assess whether you have sufficient and stable experience of managing actions in the same sector and of a comparable scale to the one for which a grant is being requested.

**(i) Experience in similar actions in the past 3 years:** Please provide a detailed description of actions in the same sector and of a comparable scale to the one for which a grant is being requested managed by:

- The applicant
- The co-applicant(s)
- The affiliated entity(ies)

**Maximum 1 page per action.**

Name of the organisation: Red Cross of Serbia

Applicant ☒ Co-applicant ☐ Affiliated Entity ☐

Project title: *Improving Older Peoples Access to Human Rights in Serbia*

Sector (ref. list of sectors in Sectorial experience in PADOR): 12 Health

Location	Cost of the action (EUR)	Role: Coordinator, co-applicant, affiliated entity	Donors to the action (name) <sup>4</sup>	Amount contributed (by donor)	Dates (from..to) dd/mm/yyyy
Serbia	112.658,16	Co-applicant	EC IPA	105.288,00	01.12.2013-30.11.2015.

#### Objectives and results of the action

**Overall objective:** To ensure that violations of older people's rights are recognised and addressed by rights bearers across Serbia and that older people's rights are represented in political decision making processes.

**Specific objective(s):** To improve the capacity of 15 CSOs and 500 older people to advocate for their rights, to monitor the delivery of policy commitments, and to increase government commitment to older people's human rights.

#### Results:

- 552 older people directly informed on their rights through OP groups, training for them and by participating actively in the project
- 10000 older people received a guide on their rights and entitlements
- 20 initiatives by older people acting on their own in claiming their rights at the local level;
- 10 local governments improve the existing or develop new services for older people as a result of the project and cooperation with CSOs
- Services for older people improved

<sup>4</sup> If the donor is the European Union or an EU Member State, please specify the EU budget line, EDF or EU Member State

Name of the organisation: Red Cross of Serbia

Applicant ☒

Co-applicant ☐

Affiliated Entity ☐

Project title: Social inclusion of vulnerable groups in education system

Sector (ref. list of sectors in Sectorial experience in PADOR) Basic life skills for youth and adults; Social/welfare services

Location	Cost of the action (EUR)	Role: Coordinator, co-applicant, affiliated entity	Donors to the action (name) <sup>5</sup>	Amount contributed (by donor)	Dates (from..to) dd/mm/yyyy
Serbia	3,480,000.00	Red Cross of Serbia – applicant	Swiss Agency for Development and Cooperation	3,480,000.00	15.06.2013. – 31.05.2017.
<b>Objectives and results of the action</b>		<p><b>Overall Goal</b></p> <p>The Programme will contribute to achieving following MDG and Serbia 2020 goals:</p> <p>By 2015, to cover 70% of children with preschool education, including poor children, children with disabilities and Roma children; By 2015, to provide all children with preschool preparatory programme (PPP); By 2020, coverage by preschool education (children of age 4 to PPP) should be 80%. The programme is expected to improve the access and quality of education for all children and provide them with conditions to develop their capacities in accordance with their potentials.</p> <p><b>The main programme results are:</b></p> <p>4,584 vulnerable Roma children were supported through mentor classes, the preschool preparatory programme, homework support and Promotion of Human Values workshops, as well as with meals during the activities, school accessories and basic hygiene items. This help them to improve their educational opportunities and prepare them to be integrated into the educational system; 2,177 vulnerable children and youth with disabilities were supported through interactive workshops which aimed at facilitating their social inclusion, providing support in education, acquisition of practical life and work related skills;</p> <p>From the beginning of the project period till the end of the 2011/2012 school year, 498 Roma children was enrolled into the formal preschool, 585 Roma children enrolled into elementary school. 4,245 Roma children and children with disabilities successfully passed to the next grade, while 32 children/youth with disabilities graduated from elementary and high school.</p>			

<sup>5</sup> If the donor is the European Union or an EU Member State, please specify the EU budget line, EDF or EU Member State.

Name of the organisation: Red Cross of Serbia

Applicant ☒ Co-applicant ☐ Affiliated Entity ☐

**Project title:** *To reduce the burden of tuberculosis in the Republic of Serbia through scaling up MDR-TB interventions, strengthening the DOTS implementation, TB/HIV collaborative activities and strengthening TB control in vulnerable populations*

**Sector (ref. list of sectors in Sectorial experience in PADOR):** 12 Health

Location	Cost of the action (EUR)	Role: Coordinator, co-applicant, affiliated entity	Donors to the action (name) <sup>6</sup>	Amount contributed (by donor)	Dates (from..to) dd/mm/yyyy
Serbia	1,413.609	Coordinator	Global Fund to Fight TB, HIV and malaria	1,413.609	01.07.2010-30.06.2015.

**Objectives and results of the action**

**Objectives:**

To ensure the strengthening and expansion of the access to treatment and proper management for drug resistant TB cases – MDR and XDR TB; To ensure that the basic DOTS package is maintained and further strengthened; To address TB Control in vulnerable populations; To address the TB/HIV co-infection

**Results:**

30 people trained on TB/HIV issues, including the screening of vulnerable groups for TB; 101,63 kitchen/meal users screened for TB; 255 female sex workers screened for TB.; 163 drug users regularly benefiting from needle exchange programs and screened for TB.

<sup>6</sup> If the donor is the European Union or an EU Member State, please specify the EU budget line, EDF or EU Member State

**Name of the organisation:** Red Cross of Montenegro

**Applicant** ☐ **Co-applicant** ☒ **Affiliated Entity** ☐

**Project title:** : Community-based home care in Montenegro

**Sector (ref. list of sectors in Sectorial experience in PADOR):** Section 3.2.2 of Section 3, 12220, 12230, 92030, 16010

Location	Cost of the action (EUR)	Role: Coordinator, co-applicant, affiliated entity	Donors to the action (name) <sup>7</sup>	Amount contributed (by donor)	Dates (from..to) dd/mm/yyyy
Three local branches in Montenegro: Pljevlja, Berane and Mojkovac	Total budget EUR 240.000	Coordinator of activities: Red Cross of Montenegro Co-financers: Local authorities in three local branches.	Austrian Red Cross	AutRC contribution: 145.000 EUR	starting 1 March 2012 – March 2015 (36 months)

**Objectives and results of the action**

**Objective:** The capacity of MRC and its municipal organisations in providing sustainable and high quality community-based services to older people is strengthened.

**Results:**

- Organisational and technical capacity of MRC as home care service provider improved.
- Sustainable home care models are further developed and implemented in 3 municipalities in cooperation with local self-governments.
- Knowledge and skills of MRC volunteers and staff to provide social and care services to older people are further developed.

**Main Activities:** Develop a MRC strategy for home care service provision to older people, including active ageing components, Develop guidelines for monitoring, documentation and quality control, Trainings for volunteers, Regular meetings with relevant stakeholders in care for the elderly (Ministry, GS, network on elderly etc.), Establishment of care teams in 3 municipalities, Provision of home based services by local teams, Information, awareness-raising and fundraising campaigns on local level, Negotiate cooperation agreements with local companies, Study visit, Survey on the preparation and implementation of services among active volunteers.

<sup>7</sup> If the donor is the European Union or an EU Member State, please specify the EU budget line, EDF or EU Member State

**Name of the organisation: OSMIJEH – Association for Psychosocial Help and Development of Voluntary Work**

**Applicant** ☐ **Co-applicant** ☒ **Affiliated Entity** ☐

**Project title:** Older People's Civil Society Dialogue In Western BALKANS

**Sector:**15150 Strengthening Civil Society

<b>Location</b>	<b>Cost of the action (EUR)</b>	<b>Role: Coordinator, co-applicant, affiliated entity</b>	<b>Donors to the action (name)<sup>8</sup></b>	<b>Amount contributed (by donor)</b>	<b>Dates (from..to) dd/mm/yyyy</b>
Serbia, Albania, Bosnia and Herzegovina	372.392,10 whole budget	Co-applicant (main applicant Age UK; co-applicants besides OSMIJEH were: Red Cross of Serbia, Albanian Association of Gerontology and Geriatrics)	European Commission, Age UK	297.913,68 Euro	30/11/2010-30/11.2012
<b>Objectives and results of the action</b>		<p><b>Objectives:</b></p> <p>1. To build capacities of CSOs and increase their participation in pro-poor decision making, policy making as well as the implementation and monitoring of policy implementation;2. To develop and strengthen regional CSO networks and to enhance CSO peer-to-peer contact and learning;3. To alleviate social exclusion of older people and increase their participation in the processes that affect their lives by providing opportunities for them to get organised and active;4. To provide older people with better information on their rights and entitlements and increase awareness on older people's lives, issues, and potential among government, CSOs and general public in the region.</p> <p><b>Results:</b></p> <p>As a result of this action the needs of older people needs and issues became more visible and the awareness on those raised, especially among decision makers in Bosnia and Herzegovina. Who initiated the process of policy framework development for older people protection. Data on older people situation was collected and it fed into policy discussions. Older people were more informed about their rights and practice of active participation has improved. The national and regional NGO Networks' capacities have increased and cooperation strengthened.</p>			

<sup>8</sup> If the donor is the European Union or an EU Member State, please specify the EU budget line, EDF or EU Member State

**Name of the organisation:** Macedonian Red Cross

**Applicant** ☐ **Co-applicant** ☒ **Affiliated Entity** ☐

**Project title:** Developing Home Care in Macedonia

**Sector (see Section 3.2.2 of Section 3):**

12220, 12230, 92030, 16010

Location	Cost of the action (EUR)	Role: Coordinator, co-applicant, affiliated entity	Donors to the action (name) <sup>9</sup>	Amount contributed (by donor)	Dates (from..to) dd/mm/yyyy
Macedonia	200.000	Lead: Austrian Red Cross Partner: Macedonian Red Cross	Austrian Development Agency (ADA)	100.000	06/2011 – 09/2013

**Objectives and results of the action**

**Specific objective:**

The capacity of the Macedonian Red Cross (MacRC) to provide sustainable home-based services to older people, piloted in three municipalities of the Republic of Macedonia, is developed.

Results:

1. A sustainable home care pilot project for older people in three municipalities developed and implemented.
2. Knowledge and skills of volunteers and staff to provide health and social care services to older people enhanced.
3. The partnership between MacRC local branches and local self-government to promote home care services improved.
4. Awareness about the needs of older people and their rights raised, and a positive social climate towards older people developed.

<sup>9</sup> If the donor is the European Union or an EU Member State, please specify the EU budget line, EDF or EU Member State

Name of the organisation: Austrian Red Cross

Applicant ☐

Co-applicant ☒

Affiliated Entity ☐

**Project title: Seniors' Empowerment and Engagement in Decision – making processes (SEED)**

**Sector (see Section 3.2.2 of Section 3): 15150, 16010, 920**

Location	Cost of the action (EUR)	Role: Coordinator, co-applicant, affiliated entity	Donors to the action (name) <sup>10</sup>	Amount contributed (by donor)	Dates (from..to) dd/mm/yyyy
Belarus	400.000	Coordinator and main applicant	EC, Europe Aid	300.000	01/04/2013-31/03/2015

**Objectives and results of the action**

**Specific Objective:**

Strengthening capacities of community groups of older persons and local governments to participate in decision making processes on social protection and service provision in Minsk, Grodno, Brest and Vitebsk regions.

**Expected Results:**

ER 1: Participation of older people in decision-making processes on social protection and service provision strengthened;

ER 2: Capacity of local governments to develop services to older people improved;

ER 3: National Older Persons' Forum established to advocate for the access to services and the rights of elderly.

<sup>10</sup> If the donor is the European Union or an EU Member State, please specify the EU budget line, EDF or EU Member State

**Name of the organisation:** Austrian Red Cross

**Applicant** ☐ **Co-applicant** ☒ **Affiliated Entity** ☐

**Project title:** Improving living conditions of refugees in Armenia

**Sector (see Section 3.2.2 of Section 3):** 11, 11220, 12, 122, 93

Location	Cost of the action (EUR)	Role: Coordinator, co-applicant, affiliated entity	Donors to the action (name) <sup>11</sup>	Amount contributed (by donor)	Dates (from..to) dd/mm/yyyy
Armenia, Yerevan	150.000	Coordinator and main applicant	Medicor Foundation	120.000	01/02/2012-31/03/2014

**Objectives and results of the action**

**Specific objective**

Improve social inclusion and living conditions of 70 older people and 70 children from refugee and poor families living in two refugee dormitories in Yerevan.

**Main activities:**

- To contribute to the improvement of social and health conditions of the beneficiaries.
- To reduce isolation of elderly refugees and children and to help them achieve greater independence as individuals and resilience as a community.
- To inform and engage Armenian Youth about the impact of poverty and isolation on communities and encourage them to engage in civic action on behalf of the vulnerable elderly and children living in the dormitories.
- To create a platform for future interagency cooperation based on a shared concern for the interests of the lonely elderly refugee people and children living in dormitories.

<sup>11</sup> If the donor is the European Union or an EU Member State, please specify the EU budget line, EDF or EU Member State

**(ii) Experience in other actions in the past 3 years:** Please provide a detailed description of other actions managed by:

- The applicant
- The co-applicant(s)
- The affiliated entity(ies)

**Max. 1 page per action and max. 10 actions.**

Name of the organisation: Humanost

Applicant ☐ Co-applicant ☒ Affiliated Entity ☐

Project title: Assistants for home care services

Sector (ref. list of sectors in Sectorial experience in PADOR):  
Section 3.2.2 of Section 3, 12220, 12230, 92030, 16010

Location	Cost of the action (EUR)	Role: Coordinator, co-applicant, affiliated entity	Donors to the action (name) <sup>12</sup>	Amount contributed (by donor)	Dates (from..to) dd/mm/yyyy
Skopje	10.000	Coordinator	Twining		2012-2013
Skopje	4.000	Affiliated entity	American embassy		2015

Objectives and results of the action

- Objectives of the project was to build a concept of training and certification of skills that lead to the award of certificates for care assistants for the elderly.

**Results** were verification of a program for Assistants for home care services

- Creating job opportunities for victims of domestic violence

**Results** were opening a social enterprise for the licensed home care assistant's victims of domestic violence.

<sup>12</sup> If the donor is the European Union or an EU Member State, please specify the EU budget line, EDF or EU Member State

**Name of the organisation:** Red Cross of Montenegro

**Applicant** ☐ **Co-applicant** X **Affiliated Entity** ☐

**Project title:** Home care

**Sector (ref. list of sectors in Sectorial experience in PADOR):** Section 3.2.2 of Section 3, 12220, 12230, 92030, 16010

Location	Cost of the action (EUR)	Role: Coordinator, co-applicant, affiliated entity	Donors to the action (name) <sup>13</sup>	Amount contributed (by donor)	Dates (from..to) dd/mm/yyyy
17 local branches in Montenegro	15 000 EUR	Coordinator	ERSTE foundation	15 000 EUR	Six months ( March - June 2013 + September – October 2013)

**Objectives and results of the action**

**Objective:** Enhanced Home care program in Montenegro.

**Results:** Increased number of local branches which are implementing Home care program, Improved quality of advocacy, enhanced cooperation and sharing experience with other National societies.

**Main activities:** social and care services in 17 local branches for older people, training for volunteers, meetings with partners and working groups (representatives of Red Cross, local authorities, NGO, Health centre, Centre for Social work...), need assessment through focus groups with beneficiaries in 3 local branches, creation and distribution of promotional material, social evenings for beneficiaries and study visits.

<sup>13</sup> If the donor is the European Union or an EU Member State, please specify the EU budget line, EDF or EU Member State

Name of the organisation: Red Cross of Montenegro

Applicant ☐ Co-applicant X Affiliated Entity ☐

Project title: South East European forum on climate change adaptation

Sector (ref. list of sectors in Sectorial experience in PADOR):

Location	Cost of the action (EUR)	Role: Coordinator, co-applicant, affiliated entity	Donors to the action (name) <sup>14</sup>	Amount contributed (by donor)	Dates (from..to) dd/mm/yyyy
Croatia, Macedonia, Montenegro, Serbia, Austria	700 000 EUR	<b>Partner</b> (implementing partner). Main applicant: Austrian Red Cross	European Commission - IPA Socio - Economic Partnership program	500 000 EUR	24 months (2011-2013)

#### Objectives and results of the action

**Overall objectives:** 1) Contribution to an increased participation of CSOs in the uptake, implementation and monitoring of the socio-economic acquis. 2) Contribution to an increased awareness of the social, economic, environmental and health impacts of climate change in the SEE region. 3) Contribution to the development of a strong regional co-operation on Climate Change Adaptation among CSOs and public stakeholders.

**Specific objective:** The capacity of CSOs to participate in the decision-making process on Climate Change Adaptation is improved based on shared experience across Croatia, Macedonia, Montenegro, Serbia and the EU.

**Expected results:** 1. 4 National CSO Networks on Climate Change Adaptation established and mobilised. 2. Capacity of 4 national CSO Networks in climate risk analysis strengthened 3. Capacity of 4 national CSO networks to develop and implement advocacy strategies strengthened 4. SEE Forum on Climate Change Adaptation established by 4 national CSO networks established to sustain linkages between national, regional and international advocacy initiatives.

<sup>14</sup> If the donor is the European Union or an EU Member State, please specify the EU budget line, EDF or EU Member State

Name of the organisation: Austrian Red Cross

Applicant ☐ Co-applicant ☒ Affiliated Entity ☐

Project Title: Boosting Integrated Rural Development (BIRD) – A Red Cross Water, Sanitation and Hygiene Project in Benishangul Gumuz

Sector (see Section 3.2.2 of Section 3):  
14020, 14030, 14050  
12220, 12261

Location	Cost of the action (EUR)	Role: Coordinator, co-applicant, affiliated entity	Donors to the action (name) <sup>15</sup>	Amount contributed (by donor)	Dates (from..to) dd/mm/yyyy
Ethiopia	2.311.322.-	Lead : Austrian Red Cross (AutRC) Partner :	EU Austrian Development Agency (ADA) Swedish Red Cross	EU: €1.733.566,- ADA: € 231.000,- Swedish Red Cross : € 231.000,- Austrian Red Cross : € 115.000	2011-2015
Objectives and results of the action		<p><b>Specific Objective:</b> Sustainable increase of access to safe drinking water and basic sanitation as well as improved hygiene practices in 2 districts</p> <p><b>Results:</b></p> <ol style="list-style-type: none"> <li>1. Sustainable increase of access to safe drinking water supply and basic sanitation as well as improved hygiene practices for 11.400 rural households and 8 schools</li> <li>2. Establishment of basic water resource monitoring and management in line with national efforts and in order to enable communities to use water for small scale productive purposes in a sustainable manner</li> <li>3. Sustainability of project achievements through strong capacity of ERCS, local government staff and small private sector actors, through effective monitoring and evaluation as well as through communication and visibility efforts</li> </ol>			

<sup>15</sup> If the donor is the European Union or an EU Member State, please specify the EU budget line, EDF or EU Member State

Name of the organisation: Austrian Red Cross

Applicant ☐ Co-applicant ☒ Affiliated Entity ☐

Project title:

Eastern European Forum for Climate Change Adaption

Sector (see Section 3.2.2 of Section 3):

121, 1261, 140, 14015, 14040, 15, 15150, 15164,  
22, 23, 23081, 31130, 31161, 312, 332, 41, 41030, 41081, 920

Location	Cost of the action (EUR)	Role: Coordinator, co-applicant, affiliated entity	Donors to the action (name) <sup>16</sup>	Amount contributed (by donor)	Dates (from..to) dd/mm/yyyy
South Eastern Europe	684,800	Lead: Austrian Red Cross (ARC) Partners: Croatian & Macedonian & Montenegro RC. WIFI, WWF, RC Climate Centre	EU	472,392	01/2011 – 12/2012

Objectives and results of the action

**Specific Objective:**

The capacity of CSOs to participate in the decision-making process on Climate Change Adaptation is improved based on strong regional cooperation across Croatia, Macedonia, Montenegro, Serbia and the EU.

**Results:**

ER 1 - 4 national CSO Networks on Climate Change Adaptation established and mobilised.  
ER 2 - Capacity of 4 national CSO networks in climate risk analysis strengthened.  
ER 3 - Capacity of 4 national CSO networks to develop and implement advocacy strategies strengthened.

ER 4 - SEE Forum on Climate Change Adaptation by 4 national CSO networks established to sustain linkages between national, regional and international advocacy initiatives

<sup>16</sup> If the donor is the European Union or an EU Member State, please specify the EU budget line, EDF or EU Member State

Name of the organisation: Austrian Red Cross

Applicant ☐ Co-applicant ☒ Affiliated Entity ☐

Project title:

Capacity to respond (CapRes) – Strengthening the skills and expertise of the humanitarian sector for an enhanced response

Sector (see Section 3.2.2 of Section 3):

111, 140, 121, 740, 920, 92010

Location	Cost of the action (EUR)	Role: Coordinator, co-applicant, affiliated entity	Donors to the action (name) <sup>17</sup>	Amount contributed (by donor)	Dates (from..to) dd/mm/yyyy
Eastern Europe	531.208	Lead: Austrian Red Cross (ARC) Partner: RedR UK	EU	491.956	01.07.2011 - 31.12.2012

Objectives and results of the action

**Overall Objective:** Contribute to strengthening and optimising the global humanitarian preparedness and response capacity

**Specific Objective:** To strengthen the skills and humanitarian aid expertise through technical trainings and capacity building initiatives for humanitarian actors from new EU member states

**Results:**

Result 1: Humanitarian actors' capacity to assess the needs of disaster affected people is increased.

Result 2: Humanitarian actors' capacity to transfer knowledge within their organisations and to others is increased.

Result 3: Humanitarian actors' capacity to plan and implement household-water-treatment interventions is increased.

Result 4: Humanitarian actors' capacity to plan and implement hygiene-promotion interventions is increased.

Result 5: Humanitarian actors' capacity in the field of logistics is increased.

Result 6: Humanitarian actors' capacity to plan and implement hand-pump based water supply interventions is increased.

Result 7: Humanitarian actors' capacity to effectively manage people and projects is increased.

Result 8: Humanitarian actors' capacity to plan and implement sanitation interventions is increased.

Result 9: Humanitarian actors' capacity to plan and implement disaster risk reduction interventions is increased.

<sup>17</sup> If the donor is the European Union or an EU Member State, please specify the EU budget line, EDF or EU Member State

Name of the organisation: Austrian Red Cross

Applicant ☐ Co-applicant ☒ Affiliated Entity ☐

Project title:

Building safe and resilient communities in South Caucasus

Sector (see Section 3.2.2 of Section 3):

92020, 74, 15

Location	Cost of the action (EUR)	Role: Coordinator, co-applicant, affiliated entity	Donors to the action (name) <sup>18</sup>	Amount contributed (by donor)	Dates (from..to) dd/mm/yyyy
Georgia, Azerbaijan, Armenia	1,200,000 €	Lead: Austrian Red Cross Partner: Georgia Red Cross Society, Armenian Red Cross, Azerbaijan Red Cross Society	ADA	1,000.000 €	36 months

Objectives and results of the action

**Specific Objective:**

Enhanced resilience of target vulnerable rural and urban communities to natural and manmade disasters through capacity development of Red Cross Societies in community based disaster risk reduction in Armenia, Azerbaijan and Georgia

**Results:**

1. Preparedness and response capacities in rural target communities enhanced
2. Preparedness and response capacities of urban target communities enhanced
3. Co-ordination and co-operation on national level between national Red Cross Societies and external agencies, such as government departments, NGOs, relevant UN Agencies and national platforms strengthened

Transnational knowledge sharing, exchange of experience and capacity building relating to disaster risk reduction increased for all partner National Societies result 9: Humanitarian actors' capacity to plan and implement disaster risk reduction interventions is increased.

<sup>18</sup> If the donor is the European Union or an EU Member State, please specify the EU budget line, EDF or EU Member State

Name of the organisation: Austrian Red Cross

Applicant ☐ Co-applicant ☒ Affiliated Entity ☐

Project title:

Capacity to respond (CapRes) – Strengthening the skills and expertise of the humanitarian sector for an enhanced response

Sector (see Section 3.2.2 of Section 3):

111, 140, 121, 740, 920, 92010

Location	Cost of the action (EUR)	Role: Coordinator, co-applicant, affiliated entity	Donors to the action (name) <sup>19</sup>	Amount contributed (by donor)	Dates (from..to) dd/mm/yyyy
Eastern Europe	531.208	Lead: Austrian Red Cross (ARC) Partner: RedR UK	EU	491.956	01.07.2011 - 31.12.2012

Objectives and results of the action

**Overall Objective:** Contribute to strengthening and optimising the global humanitarian preparedness and response capacity

**Specific Objective:** To strengthen the skills and humanitarian aid expertise through technical trainings and capacity building initiatives for humanitarian actors from new EU member states

**Results:**

Result 1: Humanitarian actors' capacity to assess the needs of disaster affected people is increased.

Result 2: Humanitarian actors' capacity to transfer knowledge within their organisations and to others is increased.

Result 3: Humanitarian actors' capacity to plan and implement household-water-treatment interventions is increased.

Result 4: Humanitarian actors' capacity to plan and implement hygiene-promotion interventions is increased.

Result 5: Humanitarian actors' capacity in the field of logistics is increased.

Result 6: Humanitarian actors' capacity to plan and implement hand-pump based water supply interventions is increased.

Result 7: Humanitarian actors' capacity to effectively manage people and projects is increased.

Result 8: Humanitarian actors' capacity to plan and implement sanitation interventions is increased.

Result 9: Humanitarian actors' capacity to plan and implement disaster risk reduction interventions is increased.

<sup>19</sup> If the donor is the European Union or an EU Member State, please specify the EU budget line, EDF or EU Member State

Name of the organisation: Austrian Red Cross

Applicant ☐ Co-applicant ☒ Affiliated Entity ☐

Project title: Climate Forum East

Sector (see Section 3.2.2 of Section 3): 15150, 920

Location	Cost of the action (EUR)	Role: Coordinator, co-applicant, affiliated entity	Donors to the action (name) <sup>20</sup>	Amount contributed (by donor)	Dates (from..to) dd/mm/yyyy
Armenia, Azerbaijan, Belarus, Georgia, Republic of Moldova, Ukraine	1.100.000	Coordinator and main applicant	EC, EuropeAid Austrian Development Agency WWF	EC: 825.000 € ADA: 220.000 € WWF: 5.000 €	01/01/2013-31/12/2014

#### Objectives and results of the action

##### Overall objective(s)

1. Contribute to global policy-making processes on Climate Change 2. Contribute to Civil Society development in EaP countries 3. Contribute to advancing EaP political priorities in the area of environment governance and climate change

##### Specific objective(s)

Strengthen the capacity of CSO networks to participate effectively in policy dialogue with local authorities, EU institutions and international organisations on Climate Change Adaptation across all 6 EaP countries

**ER 1:** 6 national CSO networks on Climate Change Adaptation established or reinforced

**ER 2:** Capacity of 6 national CSO networks to assess national and regional climate vulnerabilities strengthened

**ER 3:** Capacity of 6 national CSO networks in advocacy and awareness raising on impacts of climate change strengthened

**ER 4:** Capacity amongst CSOs to jointly deliver education for action and citizenship amongst youth and communities enhanced

**ER 5:** Regional CSO platform mobilized to sustain linkages between Civil Society, local authorities, EU and international organization

<sup>20</sup> If the donor is the European Union or an EU Member State, please specify the EU budget line, EDF or EU Member State

Name of the organisation: Austrian Red Cross

Applicant ☐ Co-applicant ☒ Affiliated Entity ☐

Project title: Building safe and resilient communities in South Caucasus

Sector (see Section 3.2.2 of Section 3): 920, 74, 151

Location	Cost of the action (EUR)	Role: Coordinator, co-applicant, affiliated entity	Donors to the action (name) <sup>21</sup>	Amount contributed (by donor)	Dates (from..to) dd/mm/yyyy
Georgia, Azerbaijan, Armenia	1.200.000	Coordinator and main applicant	Austrian Development Agency	1.000.000	01/12/2012 – 30/11/2015

#### Objectives and results of the action

**Specific Objective:** Enhanced resilience of target vulnerable rural and urban communities to natural and manmade disasters through capacity development of Red Cross Societies in community based disaster risk reduction in Armenia, Azerbaijan and Georgia

**Results:**

Preparedness and response capacities in rural target communities enhanced

Preparedness and response capacities of urban target communities enhanced

Co-ordination and co-operation on national level between national Red Cross Societies and external agencies, such as government departments, NGOs, relevant UN Agencies and national platforms strengthened

Transnational knowledge sharing, exchange of experience and capacity building relating to disaster risk reduction increased for all partner National Societies

<sup>21</sup> If the donor is the European Union or an EU Member State, please specify the EU budget line, EDF or EU Member State

Name of the organisation: Austrian Red Cross

Applicant ☐ Co-applicant ☒ Affiliated Entity ☐

**Project title: Prepared to Respond (PrepRes) II Strengthening the Humanitarian Sector in the new EU Member States and EU Candidate Countries through Enhanced Response Capacity Instrument**

**Sector (see Section 3.2.2 of Section 3): 11330, 14081, 74010, 92010, 92020,**

Location	Cost of the action (EUR)	Role: Coordinator, co-applicant, affiliated entity	Donors to the action (name) <sup>22</sup>	Amount contributed (by donor)	Dates (from..to) dd/mm/yyyy
New EU and EU candidate countries	600.000	Coordinator and main applicant	EU, ECHO	561.462	01/05/2013-31/12/2014

**Objectives and results of the action**

**Overall objective:** Strengthening skills and improving coordination of humanitarian NGOs in new EU Member States and EU Candidate Countries  
**Specific objective:** Humanitarian Civil Society Organizations have increased preparedness and response capacities in target countries.  
**Result 1:** Technical knowledge and management capacities among humanitarian staff in new EU Member States and Candidate Countries increased  
**Result 2:** Organizational capacities of Humanitarian Organizations in new EU Member States strengthened

<sup>22</sup> If the donor is the European Union or an EU Member State, please specify the EU budget line, EDF or EU Member State

Name of the organisation: Austrian Red Cross

Applicant ☐ Co-applicant ☒ Affiliated Entity ☐

**Project title: Capacity to respond (CapRes) – Strengthening the skills and expertise of the humanitarian sector for an enhanced response**

**Sector (see Section 3.2.2 of Section 3): 111, 140, 121, 740, 920, 92010**

Location	Cost of the action (EUR)	Role: Coordinator, co-applicant, affiliated entity	Donors to the action (name) <sup>23</sup>	Amount contributed (by donor)	Dates (from..to) dd/mm/yyyy
Eastern Europe	531.208	Coordinator and main applicant	EU, ECHO	491.956	01/07/2011 – 31/12/2012

#### Objectives and results of the action

**Overall Objective:** Contribute to strengthening and optimising the global humanitarian preparedness and response capacity **Specific Objective:** To strengthen the skills and humanitarian aid expertise through technical trainings and capacity building initiatives for humanitarian actors from new EU member states

#### Results:

- Result 1: Humanitarian actors' capacity to assess the needs of disaster affected people is increased.
- Result 2: Humanitarian actors' capacity to transfer knowledge within their organisations and to others is increased.
- Result 3: Humanitarian actors' capacity to plan and implement household-water-treatment interventions is increased.
- Result 4: Humanitarian actors' capacity to plan and implement hygiene-promotion interventions is increased.
- Result 5: Humanitarian actors' capacity in the field of logistics is increased.
- Result 6: Humanitarian actors' capacity to plan and implement hand-pump based water supply interventions is increased.
- Result 7: Humanitarian actors' capacity to effectively manage people and projects is increased.
- Result 8: Humanitarian actors' capacity to plan and implement sanitation interventions is increased.
- Result 9: Humanitarian actors' capacity to plan and implement disaster risk reduction interventions is increased.

<sup>23</sup> If the donor is the European Union or an EU Member State, please specify the EU budget line, EDF or EU Member State

Name of the organisation: Austrian Red Cross

Applicant ☐ Co-applicant ☒ Affiliated Entity ☐

Project title: Climate Forum East II

Sector (see Section 3.2.2 of Section 3): 15150, 920

Location	Cost of the action (EUR)	Role: Coordinator, co-applicant, affiliated entity	Donors to the action (name) <sup>24</sup>	Amount contributed (by donor)	Dates (from..to) dd/mm/yyyy
Armenia, Azerbaijan, Belarus, Georgia, Republic of Moldova, Ukraine	1.100.000	Coordinator and main applicant	EC, EuropeAid Austrian Development Agency Norwegian Red Cross	EC: 1.000.000 € ADA: 64.000 € NRC 60.000 €	01/01/2015-30/06/2017

#### Objectives and results of the action

**Overall objective(s)** To contribute to Civil Society's participation in domestic policies and civic engagement in the Eastern Neighbourhood Region

**Specific objective(s)** Increased capacity of 6 existing national CSO Climate Change Adaptation (CCA) networks and individual CSO network members to contribute to national and local policy making processes, public awareness raising, and education on Climate Change and environmental governance in the Eastern Neighbourhood Region

#### Expected Results:

**ER1:** Capacities of 6 CSO networks and individual CSO network members strengthened through tailored CSO capacity development programs in the areas of leadership, resource mobilisation and communication

**ER2:** CSOs have increased capacity in developing local CCA action plans through multi-stakeholder dialogue and implemented community-led projects for evidence-based local and national advocacy

**ER3:** National CSO networks have increased their impact in influencing national policy dialogue in climate change and environmental governance, reaching out to and mobilising youth and raising public awareness on climate related topics.

**ER4:** Capacities of 6 CSO networks and individual CSO network members increased by sharing practical climate change and environmental governance knowledge and experiences regionally

<sup>24</sup> If the donor is the European Union or an EU Member State, please specify the EU budget line, EDF or EU Member State

### 3 THE APPLICANT

As per section 2.2. of the Guidelines, prior registration in PADOR for this Call for Proposals is obligatory at Concept Note stage for an applicant applying for grants above EUR 60 000.

Please check that you have filled in your EuropeAid ID in the application form and that your PADOR profile is up to date. If it is impossible to register online in PADOR, you must complete the 'PADOR off-line form (Annex F to the Guidelines) and send it together with your application.

**It is strongly recommended to register in PADOR before you start drafting your proposal and not to wait until just before the deadline of submission.**

### 4 THE CO-APPLICANT(S)

As per section 2.2. of the Guidelines, prior registration in PADOR for this Call for Proposals is obligatory at Full Application stage for co-applicants.

Please check that you have filled in your EuropeAid ID in the application form and that your PADOR profile is up to date. If it is impossible to register online in PADOR, you must complete the 'PADOR off-line form (Annex F to the Guidelines) and send it together with your application.

**It is strongly recommended to register in PADOR before you start drafting your proposal and not to wait until just before the deadline of submission.**

**Important: This application form must be accompanied by a signed and dated Mandate from each co-applicant, in accordance with the template provided below.**

#### **4.1. Mandate (for co-applicant(s))**

The co-applicant(s) authorise the Applicant <indicate the name of the organisation> to submit on their behalf the present application form and to sign on their behalf the standard grant contract (Annex G of the Guidelines for Applicants, "grant contract") with the European Commission ("Contracting Authority"), as well as, to be represented by the Applicant in all matters concerning this grant contract.

I have read and approved the contents of the proposal submitted to the Contracting Authority. I undertake to comply with the principles of good partnership practice.

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**Name:**

**Organisation:**

**Position:**

**Signature:**

**Date and place:**

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## 5 AFFILIATED ENTITY(IES)

As per section 2.2. of the Guidelines, prior registration in PADOR for this Call for Proposals is obligatory at Full Application stage for affiliated entities.

Please check that you have filled in the unique EuropeAID ID (EID) of the affiliated entity(ies) in the application form and that their PADOR profile is up to date. If it is impossible to register online in PADOR, the organisation must complete the 'PADOR off-line form (Annex F to the Guidelines), which needs to be sent by the submission deadline together with the application.

**It is strongly recommended that organisations register in PADOR before you start drafting your proposal and not to wait until just before the deadline of submission.**

**Important: This application form must be accompanied by a signed and dated affiliated entities' statement from each affiliated entity, in accordance with the template provided below.**

## **5.1. Affiliated entity(ies)'s statement**

To ensure that the action runs smoothly, the European Commission (Contracting Authority) requires all affiliated entity(ies) to acknowledge the principles of set out below:

1. All affiliated entity(ies) must have read the guidelines for applicants and application form and understood their role in the action before the application is submitted to the Contracting Authority.
2. All affiliated entity(ies) must have read the standard grant contract and understood what their respective obligations under the contract will be if the grant is awarded. They authorise the organisation to which they are affiliated to sign the contract on their behalf with the Contracting Authority and represent them in all dealings with the Contracting Authority in the context of the action's implementation.
3. The affiliated entity(ies) must consult regularly with the organisation to which they are affiliated whom, in turn, should keep them fully informed of the progress of the action.
4. All affiliated entity(ies) must receive copies of the reports — narrative and financial — made to the Contracting Authority.
5. Proposals for substantial changes to the action (e.g. activities, affiliated entity(ies), etc.) should be agreed by the affiliated entity(ies) before being submitted to the Contracting Authority.

I have read and approved the contents of the proposal submitted to the Contracting Authority. I undertake to comply with the principles of good partnership practice.

---

**Name:**

**Organisation:**

**Position:**

**Signature:**

**Date and place:**

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## 6 ASSOCIATES PARTICIPATING IN THE ACTION

This section must be completed for each associated organisation within the meaning of Section 2.1.3 of the Guidelines for Applicants. You must make as many copies of this table as necessary to create entries for more associates.

	<b>Associate 1</b>
<b>Full legal name</b>	Public Institution „ Institute for social activities” - Skopje
<b>EuropeAid ID number<sup>25</sup></b>	IM0014026877
<b>Country of Registration</b>	Macedonia
<b>Legal status<sup>26</sup></b>	Governmental body
<b>Official address</b>	str. 11 Oktomvri num. 42 a
<b>Contact person</b>	Tatjana Ristova Dimova
<b>Tel: country code + city code + number</b>	+389 2 3165 - 943
<b>Fax: country code + city code + number</b>	+389 2 3230 - 401
<b>E-mail address</b>	juzsd-sk@mtsp.gov.mk
<b>Number of employees</b>	19
<b>Experience of similar actions, in relation to role in implementing the proposed action</b>	Public awareness campaign for informing the elderly through development and distribution of brochures for elderly rights in social protection
<b>History of cooperation with the applicants</b>	Long history of cooperation, but much more intensive from 2008
<b>Role and involvement in preparing the proposed action</b>	Involvement in the preparation of the application by providing information for the elderly
<b>Role and involvement in implementing the proposed action</b>	Advocacy and representing the rights of the elderly - policy promotion to improve the lives of the elderly

<sup>25</sup> This number is available to an organisation which registers its data in PADOR. For more information and to register, please visit [http://ec.europa.eu/europeaid/pador\\_en](http://ec.europa.eu/europeaid/pador_en)

<sup>26</sup> E.g. non-profit, governmental body or international organisation.

	<b>Associate 2</b>
<b>Full legal name</b>	Social Inclusion and Poverty Reduction Unit
<b>EuropeAid ID number<sup>27</sup></b>	/
<b>Country of Registration</b>	Serbia
<b>Legal status<sup>28</sup></b>	Governmental body
<b>Official address</b>	10 Vlakoviceva, Belgrade
<b>Contact person</b>	Ivan Sekulovic, EU Financial and Technical Assistance Coordinator
<b>Tel: country code + city code + number</b>	+381 11 311 4605
<b>Fax: country code + city code + number</b>	+381 11 213 9754
<b>E-mail address</b>	<a href="mailto:Ivan.sekulovic@gov.rs">Ivan.sekulovic@gov.rs</a>
<b>Number of employees</b>	12
<b>Experience of similar actions</b> , in relation to role in implementing the proposed action	SIPRU is mandated to promote social inclusion mainstreaming in Serbian policies, through support to the Government and other public actors, civil society, academia and business sector.
<b>History of cooperation</b> with the applicants	/
<b>Role and involvement in preparing</b> the proposed action	SIPRU participated in the preparation of the project proposal by commenting the draft versions and proposing some of the project elements.
<b>Role and involvement in implementing</b> the proposed action	SIPRU will be actively involved in the implementation of the action through disseminating the results and lessons learned of the action through well-established channels, including the SIPRU web site. SIPRU will also be engaged in transferring policy inputs that will emerge from the action to the relevant national and local authorities. Also, SIPRU's active involvement will be provided through taking part in the events organized as part of the project implementation.

<sup>27</sup> This number is available to an organisation which registers its data in PADOR. For more information and to register, please visit [http://ec.europa.eu/europeaid/pador\\_en](http://ec.europa.eu/europeaid/pador_en)

<sup>28</sup> E.g. non-profit, governmental body or international organisation.

	<b>Associate 3</b>
<b>Full legal name</b>	Ministry of Labour and Social Welfare
<b>EuropeAid ID number<sup>29</sup></b>	/
<b>Country of Registration</b>	Montenegro
<b>Legal status<sup>30</sup></b>	Governmental body
<b>Official address</b>	Rimski trg 46, 81000 Podgorica
<b>Contact person</b>	Mr Goran Kuševija
<b>Tel: country code + city code + number</b>	+382 (0)20 482 447
<b>Fax: country code + city code + number</b>	+382 (0)20 226 584
<b>E-mail address</b>	goran.kusevija@mrs.gov.me
<b>Number of employees</b>	3
<b>Experience of similar actions</b> , in relation to role in implementing the proposed action	<p>- IPA Adriatic Cross-border Cooperation Programme 2007-2013 "Promotion of regional social development through strengthening of networking of stakeholders from the public and civil sector in providing innovative social and health services for the older people" ;</p> <p>- The project "Social Welfare and Child Care Reform – Enhancing Social Inclusion", financed by EU was implemented by the Ministry of Labor and Social Welfare and Ministry of Education with technical and expert support from the UNDP and the UNICEF in Montenegro.</p>
<b>History of cooperation</b> with the applicants	Memorandum on cooperation between Ministry of Labour and Social Welfare and Red Cross of Montenegro was signed on 13 <sup>th</sup> February 2014. One of the cooperation area is taking care of older people. Besides that, Ministry and Red Cross has close cooperation in care of different vulnerable groups (socially endangered, Roma population,...)
<b>Role and involvement in preparing</b> the proposed action	Representatives of the Ministry of Labour and Social Welfare and Red Cross of Montenegro had several meeting on which they discussed main issues regarding project proposal. Red Cross of Montenegro were sending to Ministry all relevant project documentation on suggestions and comments.
<b>Role and involvement in implementing</b> the proposed action	Participating in the network meetings, providing advice and recommendations related to the social inclusion of older people in Montenegro in accordance with the objectives of the project.

<sup>29</sup> This number is available to an organisation which registers its data in PADOR. For more information and to register, please visit [http://ec.europa.eu/europeaid/pador\\_en](http://ec.europa.eu/europeaid/pador_en)

<sup>30</sup> E.g. non-profit, governmental body or international organisation.

	<b>Associate 4</b>
<b>Full legal name</b>	SLOVENE PHILANTHROPY, ASSOCIATION FOR PROMOTION OF VOLUNTEERING
<b>EuropeAid ID number<sup>31</sup></b>	SI-2007-DUW-2711464201
<b>Country of Registration</b>	Slovenia
<b>Legal status<sup>32</sup></b>	NGO
<b>Official address</b>	Poljanska 12, Ljubljana 1000, Slovenia
<b>Contact person</b>	Tereza Novak
<b>Tel: country code + city code + number</b>	+386 1 430 12 88
<b>Fax: country code + city code + number</b>	+386 1 430 12 89
<b>E-mail address</b>	info@filantropija.org
<b>Number of employees</b>	26
<b>Experience of similar actions</b> , in relation to role in implementing the proposed action	Slovene Philanthropy acted as partners in similar projects in the region coordinated by HelpAge International from 2003/2004 to 2008 and Age UK from 2010-2012. At the moment Slovene Philanthropy acts as, one of 9 partners in a similar project "PromotingAge-friendly Development" by HelpAge International and targeting EU member countries.
<b>History of cooperation</b> with the applicants	Slovene Philanthropy has been a partner of HelpAge International since early 1990s and since then has been actively cooperating with the CSOs in BiH, Serbia, Albania, Macedonia and Montenegro. Slovene Philanthropy has been the first NGO who introduced older people empowerment to act approaches and activism by older people in the region – first in BiH with the NGO Osmijeh and later on in Serbia and other countries.
<b>Role and involvement in preparing</b> the proposed action	Slovene Philanthropy has equally participated in the process of project planning and preparation and took place in all regularly convened Skype conferences.
<b>Role and involvement in implementing</b> the proposed action	Slovene Philanthropy will organise study visit, provide exchange of knowledge and knowhow by participating in the regional meetings.

<sup>31</sup> This number is available to an organisation which registers its data in PADOR. For more information and to register, please visit [http://ec.europa.eu/europeaid/pador\\_en](http://ec.europa.eu/europeaid/pador_en)

<sup>32</sup> E.g. non-profit, governmental body or international organisation.

	<b>Associate 5</b>
<b>Full legal name</b>	Albanian Ministry of Health
<b>EuropeAid ID number</b>	N/A
<b>Country of Registration</b>	
<b>Legal status</b>	Government body
<b>Official address</b>	Bulevardi 'Bajram Curri' N.1, Tirana, Albania
<b>Contact person</b>	Klodian Rjepaj, Deputy Minister
<b>Tel: country code + city code + number</b>	35567 20 42 680
<b>Fax: country code + city code + number</b>	355 42366 884
<b>E-mail address</b>	Klodian.Rjepaj@shendetesia.gov.al
<b>Number of employees</b>	130
<b>Experience of similar actions, in relation to role in implementing the proposed action</b>	Ministry of Health has been involved in the similar project in the region coordinated Age UK from 2010-2012.
<b>History of cooperation with the applicants</b>	Ministry of Health has been a partner of AAGG since early 1990s when they were the first public agency to acknowledge officially AAGG as a civic society organisation with an order of Minister of health. Since then they traditionally have supported activities in the field of healthy ageing including awareness campaigns, development in collaboration with AAGG of geriatric guidelines for clinical practice. They have been one of important allies of AAHH and MOSHA network ( an network composed of civic society and public institutions supporting healthy ageing) in Albania in the struggles for passing a bill on ageing issues. Members of Ministry of health have been involved systematically in MOSHA network activities, and one of them has participated in Age UK supported workshop in Slovenia.
<b>Role and involvement in preparing the proposed action</b>	They have been shared the rationale, objectives and approach of the project
<b>Role and involvement in implementing the proposed action</b>	Ministry of health will be a partner in MOSHA network, participate in the meetings, help in empowering of older people organisations and collaborate in improvement of services for older people at local level

## 7 CHECKLIST FOR THE FULL APPLICATION FORM

EUROPEAID/150147/DH/ACT/

(To be filled in by the applicant)

<b>Name of the Applicant</b>	<b>Red Cross of Serbia</b>
EuropeAid ID	RS-2008-BOL-2409658447
Nationality <sup>33</sup> / Country and date of registration <sup>3435</sup>	Serbia, 25 January 1876
Legal Entity File number <sup>36</sup> (if available)	N/A
Legal status <sup>37</sup>	Non-profit organization according to Serbian law
<b>Co-applicant(s) <sup>38</sup></b>	<b>Co-applicant 1</b>
Name of the co-applicant	<b>Austrian Red Cross</b>
EuropeAid ID number	AT-2007-DOG-2711188977
Nationality/ Country and date of registration	Austrian, 03.06.1913
Legal Entity File number (if available)	6000058971
Legal status	Non-profit organization according to Austrian law
	<b>Co-applicant 2</b>
Name of the co-applicant	<b>Albanian Association of Gerontology-Geriatrics</b>
EuropeAid ID number	AL-2010-AQP-1210602163
Nationality/ Country and date of registration	Albania, May 1991. Re-registered 05.07.2010 according to new legislation
Legal Entity File number (if available)	N/A
Legal status	NGO
	<b>Co-applicant 3</b>
Name of the co-applicant	<b>Osmijeh - Association for Psychosocial Help and Development of Volunteer Work, GRACANICA</b>
EuropeAid ID number	BA-2007-DRA-2711320504
Nationality/ Country and date of registration	Bosnia and Herzegovina, 28 June 1996
Legal Entity File number (if available)	N/A

<sup>33</sup> For individuals.

<sup>34</sup> An organisation's statutes must show that it was established under the national law of the country concerned and that the head office is located in an eligible country. Any organisation established in a different country cannot be considered an eligible local organisation. See the footnotes to the Guidelines for the call.

<sup>35</sup> For organisations.

<sup>36</sup> If the applicant has already signed a contract with the European Commission.

<sup>37</sup> E.g. non-profit, governmental body, or international organisation.

<sup>38</sup> Add as many rows as co-applicants

Legal status	Non-profit, nongovernmental organization
	Co-applicant 4
Name of the co-applicant	<b>Macedonian Red Cross</b>
EuropeAid ID number	MK-2008-GPV-2909678158
Nationality/ Country and date of registration	Macedonian/Macedonia, 17.04.1992
Legal Entity File number (if available)	N/A
Legal status	Non-profit making association
	Co-applicant 5
Name of the co-applicant	<b>Association for improvement of conditions for Care and Accommodation of Aged and Feeble Persons Humanost</b>
EuropeAid ID number	MK-2010-EOX-1102960303
Nationality/ Country and date of registration	Macedonian/Macedonia, 08.11.1998
Legal Entity File number (if available)	N/A
Legal status	NGO
	Co-applicant 6
Name of the co-applicant	<b>Red Cross of Montenegro</b>
EuropeAid ID number	ME-2008-GFX-2509663370
Nationality/ Country and date of registration	Montenegrin/Montenegro, 29.11.1875.
Legal Entity File number (if available)	N/A
Legal status	Non-profit organisation
<b>Affiliated Entity(ies)</b> <sup>39</sup>	
Name of the Affiliated-Entity	
EuropeAid ID number	
Nationality / Country and date of registration	
Legal status:	
Specify to which entity you are affiliated (applicant and/or the co-applicant). Specify the kind of affiliation you have with that entity.	

<sup>39</sup> Add as many rows as affiliated entities

(to be filled in by the applicant: tick the relevant boxes)

<b>Title of the Proposal:</b>			
<b>Before sending your Full Application check that each of the criteria below have been met in full:</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
1. The correct grant application form has been used.	X		
2. The Declaration by the applicant has been filled in and has been signed.	X		
3. The proposal is typed and is written in an eligible language for this call. (Where more than one language is allowed, the proposal is drafted in the language most commonly used by the target population in the country in which the action takes place.)	X		
4. One original and 3 copy(ies) are included (Please write 'Not applicable' (N/A) if you are applying via PROSPECT)			N/A
5. An electronic version of the concept note (CD-ROM) is enclosed (Please write 'Not applicable' (N/A) if you are applying via PROSPECT).			N/A
6. Each co-applicant has completed and signed the mandate and the mandate is included. (If co-applicant(s) are not mandatory: Please write 'Not applicable' (N/A) if you have no co-applicant(s))	X		
7. Each affiliated entity(ies) has completed and signed a affiliated entity(ies) 's statement and the statements are included (If affiliated entity(ies) is not mandatory: Please write 'Not applicable' (N/A) if you have no affiliated entity(ies).)			N/A
8. The budget is enclosed, in balance, presented in the format requested, and stated in EUR.	X		
9. The logical framework has been completed and is enclosed.	X		
10. The duration of the action is equal to or higher than the minimum allowed in section 2.1.4 of the Guidelines.	X		
11. The duration of the action is equal to or lower than the maximum allowed in Section 2.1.4 of the Guidelines.	X		
12. The requested EU contribution (amount) is equal to or higher than the minimum allowed in Section 1.3 of the Guidelines.	X		
13. The requested EU contribution (amount) is equal to or lower than the maximum allowed in Section 1.3 of the Guidelines.	X		
14. The requested EU contribution as a percentage of the total eligible costs is equal to or higher than the minimum percentage allowed in Section 1.3 of the Guidelines.	X		
15. The requested EU contribution as a percentage of the total eligible costs is equal to or lower than the maximum percentage allowed in Section 1.3 of the Guidelines.	X		
16. The total amount of financing requested on the basis of simplified cost options does not exceed (EUR 60 000 /threshold in 2.1.4 of Guidelines) per each applicant.	X		
17. The requested EU contribution has not been changed by more than the percentage allowed compared to the amount requested at the concept note stage.	X		

## 8 DECLARATION BY THE APPLICANT (FULL APPL.)

The applicant, represented by the undersigned, being the authorised signatory of the applicant, in the context of the present call for proposals, representing any co-applicant(s), affiliated entity(ies) in the proposed action, hereby declares that

1. the applicant has the sources of financing specified in Section 2 of the Guidelines for Applicants;
2. the applicant has sufficient financial capacity to carry out the proposed action or work programme;
3. the applicant certifies the legal statues of the applicant, of the co-applicant(s) and of the affiliated entity(ies) as reported in part 3, 4, and 5 of this application;
4. the applicant, the co-applicant(s) and the affiliated entity(ies) have the professional competences and qualifications specified in Section 2 of the Guidelines for Applicants;
5. the applicant undertakes to comply with the obligations foreseen in the affiliated entity(ies)'s statement of the grant application form and with the principles of good partnership practice;
6. the applicant is directly responsible for the preparation, management and implementation of the action with the co-applicant(s) and affiliated entity(ies), if any, and is not acting as an intermediary;
7. the applicant, the co-applicant(s) and the affiliated entity(ies) are not in any of the situations excluding them from participating in contracts which are listed in Section 2.3.3 of the Practical Guide (available from the following Internet address: <http://ec.europa.eu/europeaid/prag/document.do?locale=en>). Furthermore, it is recognised and accepted that if the applicant, co-applicant(s) and affiliated entity(ies) (if any) participate in spite of being in any of these situations, they may be excluded from other procedures in accordance with Section 2.3.4 of the Practical Guide;
8. the applicant and each co-applicant and affiliated entity (if any) is in a position to deliver immediately, upon request, the supporting documents stipulated under Section 2.4 of the Guidelines for Applicants.
9. **the applicant and each co-applicant and affiliated entity (if any) are eligible in accordance with the criteria set out under Sections 2.1.1 and 2.1.2 of the Guidelines for Applicants;**
10. if recommended to be awarded a grant, the applicant, the co-applicant(s) and the affiliated entity(ies) accept the contractual conditions as laid down in the Standard Contract annexed to the Guidelines for Applicants (annex G);
11. the applicant, the co-applicant(s) and the affiliated entity(ies) are aware that, for the purposes of safeguarding the financial interests of the EU, their personal data may be transferred to internal audit services, to the European Court of Auditors, to the Financial Irregularities Panel or to the European Anti-Fraud Office.

These are the sources and amounts of Union funding received or applied for the action or part of the action or for its functioning during the same financial year as well as any other funding received or applied for the same action

<list source and amount and indicate status (i.e. applied for or awarded)>

The applicant is fully aware of the obligation to inform without delay the Contracting Authority to which this application is submitted if the same application for funding made to other European Commission departments or European Union institutions has been approved by them after the submission of this grant application.

**The applicant acknowledges that according to Article 131 (5) of the Financial Regulation of 25 October 2012 on the financial rules applicable to the general budget of the Union (Official Journal L 298 of 26.10.2012, p. 1) and Article 145 of its Rules of Application (Official Journal L 362, 31.12.2012, p.1) applicants found guilty of misrepresentation may be subject to administrative and financial penalties under certain conditions.**

Signed on behalf of the applicant

**Name**

**Signature**

**Position**

**Date**

## 9 ASSESSMENT GRID FOR THE FULL APPLICATION

(For the use of the Contracting Authority only)

	YES	NO
<b>OPENING &amp; ADMINISTRATIVE CHECK</b>		
1. The submission deadline has been met.		
2. The checklist for the application form has been duly completed.		
Administrative compliance has been checked by: Date:		
<b>DECISION:</b> The Committee has decided to evaluate the full application form, which passed the administrative checks.		
<b>EVALUATION OF THE FULL APPLICATION FORM</b>		
<b>DECISION:</b> <b>A.</b> The proposal has been provisionally selected as one of the top ranked proposals within the available financial envelope and the Committee has recommended eligibility checking.		
<b>B.</b> The proposal has been put on the reserve list as one of the top ranked proposals and the Committee has recommended eligibility checking		
The proposal has been evaluated by: Date:		
<b>ELIGIBILITY VERIFICATION</b>		
3. The checklist for the application form has been duly completed.		
4. The applicant satisfies the eligibility criteria in section 2.1.1		
5. The co-applicant(s), if any, satisfy the eligibility criteria in section 2.1.1.		
6. The affiliated entity(ies), if any, satisfy the eligibility criteria in section 2.1.3.		
7. The supporting documents listed below were submitted in accordance with the Guidelines (Section 2.4)		
a. The applicant's statutes		
b. The statutes or articles of association of the co-applicants and the affiliated entity(ies)		
c. The applicant's external audit report (if applicable)		
d. The Legal Entity File (see Annex D to the Guidelines for Applicants) has been duly completed and signed by the applicants and the supporting documents requested have been enclosed.		
e. A Financial Identification Form (see Annex E of the Guidelines for Applicants).		
f. Copy of the applicant's latest accounts.		
Eligibility has been assessed by: Date:		
<b>DECISION:</b> The Committee has checked the proposal's eligibility under the criteria laid down in the Guidelines for Applicants and has selected the proposal for funding.		