***Application form***

***Deadline for submission: March 3th 2025***

**The organization**

**IDENTITY OF THE ORGANIZATION**

Name:

Address:

Phone number: website:  
  
**PRESENTATION OF THE ORGANIZATION**

Main activities:

Organization’s status:

Date of establishment:

Yearly budget 2024:

Number of employees:

Number of volunteers:

Number of members:

**CONTACT PERSON**

Name – First name: Position:

Phone number: Email:

**The project (5 pages max.)**

Project title:

Project location:

Project presentation:

Project objectives:

Expected results (qualitative and quantitative) :

Beneficiaries (profile, number and involvement in the project):

Main partners (institutional, operational, financial):

Main actions planned:

Material, and human resources and adequacy with objectives:

Methods for monitoring and assessing the project's environmental and social impact, evaluation indicators:

State of the project (launch, development, duplication):

Duration of the project and provisional calendar:

Adequacy of the project with the objectives and criteria of the call for projects (2 pages maximum):

**TECHNICAL AND FINANCIAL SUPPORT REQUESTED FROM THE ARTELIA FOUNDATION**

Skills required:

Total project budget :

Amount and allocation of the requested grant :

Other fundings requested for the project (specify whether acquired or ongoing) :

* **Eligibility criterias**

The organization that carries out or sponsors the project must be settled in European Union

The organization must pursue a non-profit goal

The organization must have more than 12 months of activity

The project must start within one year after its selection

* **Selection criterias**

Technical and financial feasibility of the project

Project methodology

Expected environmental and social impact of the project

Measurability of the project's environmental and social impact

Experience and territorial presence

Capacity to duplicate

**The application form must be filled-in and sent by email to:** [**fondation@arteliagroup.com**](mailto:fondation-artelia@arteliagroup.com) **with the enclosures below.**

If you have any further question, please do not hesitate to contact us.

**Documents to be attached to the completed application form :**

* Legal status of the organization
* Activity report for previous year
* Income statement and balance sheet for previous year
* Detailed project timetable and budget
* Detailed financing plan, with details of subsidies received and applied for, and the proportion of self-financing mobilized.
* Any documents required to enhance understanding of the project (presentation brochure, impact report, etc.)