######

###### **Complete this form to request financing**

###### FORM

*Date of compilation:*

### **Proposer Entity:**

|  |  |
| --- | --- |
| Full Name |  |
| Acronym |  |

### **Head Office:**

|  |  |
| --- | --- |
| Address |  |
| Telephone |  |
| Fax |  |
| E-mail |  |
| Website |  |

### **Operational offices:**

|  |  |
| --- | --- |
| National |  |
| Abroad |  |

|  |  |
| --- | --- |
| Year of foundation |  |
| Starting date of activities  |  |

###

### **Governing Bodies:**

|  |  |
| --- | --- |
| President |  |
| Board of Directors |  |
| Board of Auditors |  |

### **Structure:**

|  |  |
| --- | --- |
| Number of Volunteer Staff |  |
| Number of Paid Staff |  |

### **Legal Status:**

|  |  |
| --- | --- |
| Entity recognised as |  |
| Decree of Recognition (issuing authority, number, date): |  |
| Date of foundation |  |

### **Affiliations networks associated with the entity:**

|  |  |
| --- | --- |
| National |  |
| International |  |

### **Summary of economic data (in €):**

|  |  |
| --- | --- |
| **Last year’s financial statement** |  |
| Year |  |
| Revenue |  |
| Expenses |  |
| Surplus/Deficit |  |
| **Current year’s financial statement** |  |
| Revenue |  |
| Expenses |  |
| Surplus/Deficit |  |

### **Sources of financing (in percentages)**

|  |  |
| --- | --- |
| Banking foundations | %  |
| Private foundations | % |
| Charities | % |
| Public funding | % |
| International Organisations | % |
| Private donations | % |
| 5 x mille (Italian System) | % |
| Foundations that have supported the entity  |  |

**Presentation of the proposer entity and experience in the place and context of proposed interventions:**

**(max.20 lines)**

**Supporting documents that must be attached:**

1. Budget of the entity of the last two years **(obligatory**)
2. Statute of the entity
3. Curriculum of the proposer entity

**Description of the proposal (max 3 pages)** concluding the following:

* Title of the project

* Country/area / city of the project site

* Description of the context and reason for the project

* Actors of the project and organisational responsibilities

* Summary of the project (including: short description of the entity; objectives, beneficiaries, and main activities of the project)

* General objective (broad target to which the project intends to contribute)

* Specific Objective (lasting beneficial effects that the project intends to produce for beneficiaries)
* Expected results (activities of the project that contribute to achieving the specific objective)

* Activities and Indicators of results (numerical indicators that measure the degree of expected results)

* Recipients

* Project sustainability

* Duration of the project

* Total cost

* Requested contribution

* Other financing (certain or expected)

* Project manager (include contact details)

**Attachements:**

Total budget estimate with a breakdown per financial backers

**For more information contact us:**

Department of Studies and Evaluations
Fondazione Italiana Charlemagne Onlus

Email: *info@fondazionecharlemagne.org* – Tel./Fax +39 06 85356012

*(The required documents must be sent to the e-mail address: info@fondazionecharlemagne.org )*