**project application for funding**

**canada fund for local initiatives (CFLI) 2017-2018**

Please complete all sections of this form (deleting the instructions in blue) and respect word limits indicated.

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| Descriptive project name:  |

**I. Project Description:**

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| * 1. A) Project location (city):
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| * 1. B) What is the main goal of the project: (max 500 words)
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| 1. The project is linked to the CFLI priority below: (please check only one priority)

Empowering women and girls and promoting gender equalityPromoting human development, specifically in the areas of health, nutrition and education  Championing human rights, inclusive and accountable governance, democracy, peaceful pluralism and respect for diversity Supporting inclusive and green economic growth Promoting action on the environment, including water and climate change Promoting peace and security |

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| * 1. D) Who will benefit from the project: (Who will benefit from this project and how? Maximum 500 words)
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| Number of direct beneficiaries: # | Number of indirect beneficiaries: #  |
| Number of women and girls in this group: #  | Number of women and girls in this group: # |

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| 1. What will be the main activities of the project?
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| * 1. F) What will be the direct results of the project activities? (max 500 words)
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**II. General Information on the Organization:**

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| 1. Name of organization:
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| Address:  |
| Telephone: | Fax: | Website:  |
| Social Media: | Facebook: @ | Twitter: @ |
|  Other: (YouTube, Instagram, etc) |
| The organization has a legal status delivered by the competent authority: Yes  No  |
| The organization has a bank account opened in the name of the institution: Yes  No  |

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| 1. Contact person:
 |
| Title / position:  |
| Telephone: | Email:  |

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| 1. Partner organization(s): Will the project be carried out in partnership with other organizations? If yes, please list them below :
 |
| Organization 1:  |
| Contact person: (name, title) |
| Contact information: (telephone, email) |
| Organization 2: |
| Contact person: (name, title) |
| Contact information: (telephone, email) |

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| 1. Has your organization received funding from the Government of Canada before? Yes  No 
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| 1. Example of a recent project with the contribution of a donor (not necessarily the Canadian Embassy): (project carried out in the past two years):
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**III. Finances**

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| 1. Amount requested: Specify the amount in Euros and the equivalent in Canadian dollars using the webpage [www.oanda.com](http://www.oanda.com) as a reference.
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| 1. Other resources: Specify other project resources, whether cash or in-kind, from the organization itself, the community, or other donors who are committed to the project.
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| 1. Exchange rate (according to [www.oanda.com](http://www.oanda.com)): 1 Euro = \_\_\_\_\_ Canadian dollars as of: \_\_\_(date)\_\_\_\_\_
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|  \*\*The amount in local currency is provided as an indication. The actual amount of the contribution will depend on the exchange rate at the time of the payment.  |

**IV. Risk Matrix**

**Please fill out the following risk matrix**

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| --- | --- | --- | --- | --- |
| **Category of Risk\*** | **Description** | **Potential Impact on Project** | **Likelihood\*\*** | **Risk Response** |
| *Choose from the list below. (Select all that apply)* | *Describe each risk(s) in two sentences maximum* | *Explain how the risk(s) could affect the implementation of the project in two sentences maximum* | *How likely is/are the risk(s) to occur?* | *What will you do to respond to this/these risk(s) (i.e. lower its potential impact and/or likelihood of occurrence)?* |
| * External
* Financial
* Operational
* Safety and Security
* Timeframe
* Other
 |  |  | Low, Medium, High  |   |

**\*Risk Categories**

1) **External**:Potential risks related to socio-economic or political circumstances beyond the control of the implementing entity. For example: civil war or political instability, systemic gender discrimination, lack of infrastructure.

2) **Financial**: Potential risks related to funding, misuse/mismanagement of funds or fraud. For example, currency fluctuations which reduce the amount of funding available for the project in the local currency.

3) **Operational**: Potential risks related to the internal capacity of the implementing entity. For example, not having sufficient staff with the right skills to carry out the project.

 4) **Safety and Security**: Potential risks related to the safety and security of the recipient or beneficiaries by implement this project. For example: state surveillance, hostile environment for human rights defenders.

5) **Timeframe:** Potential risksrelated to delays in the implementation of the project affecting the achievement of outcomes. For example: regulatory delays, seasonal delays (e.g. rainy season).

**\*\*Likelihood Categories**

***High Likelihood:*** *Risk is very probable/certain.*

***Medium Likelihood:*** *There is a probable chance that the risk will manifest.*

***Low Likelihood:*** *There is a remote to improbable chance that the risk will manifest.*

**V. Detailed Activity-Based Budget**

Using the **Canadian dollar values** ​​mentioned above, please indicate the values ​​of all project expenditures, not just those that are covered by the Canadian Fund contribution

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| --- | --- | --- | --- | --- | --- | --- |
|  | **A** | **B** | **C** | **D** | **E** | **F** |
|  | **Activities** | **Details** | **Cost per unit** (CAD) | **Total activity cost** (CAD) | **Amount covered by CFLI Funds**(CAD) | **Amount covered by other sources** (CAD) |
| **1** | Title and description of the activity  |  |  | $ | $ | $ |
|  |  |
|  |  |
| **2** |  |  |  | $ | $ | $ |
|  |  |
|  |  |
| **3** |  |  |  | $ | $ | $ |
|  |  |
|  |  |
| **4** |  |  |  | $ | $ | $ |
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|  |  |
| **5** |  |  |  | $ | $ | $ |
|  |  |
|  |  |
| **6** | **TOTALS** | $ | $ | $ |

 \*D6 should equal E6 + F6

**VI. Signature:**

Name:

Title/position:

Date:

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Prepared by: