|  |  |
| --- | --- |
| Danish organisation |  |
| Partner organisation(s) |  |
| Intervention title |  |
| Amount applied for |  |
| Country(-ies) |  |
| Intervention period (no. of months) |  |
| If this is a re-application or a continuation of a previous grant, indicate the journal number. |  |

**Summary**

Briefly sum up the objective and main activities of the intervention (max 1,000 characters). This can be copied and pasted directly into the application form in CISU’s application system “Vores CISU” – [www.vores.cisu.dk](http://www.vores.cisu.dk)

RESILIENCE AND DEMOCRATIC DEVELOPMENT Ukraine

Up to DKK 4,500,000

PLEASE NOTE BEFORE WRITING THE APPLICATION:

* *NUMBER OF PAGES: The application text must not take up more than 25 pages (Calibri point 11, line spacing 1.0, margins: top: 3 cm, bottom 3 cm, right 2 cm and left 2 cm). Applications exceeding this length will be rejected.*
* *LANGUAGE: The application text must have been drawn up in cooperation between the Danish applicant organisation and its partner(s). Accordingly, there needs to be a document available in a language understood by the partner(s). The actual application, however, can only be submitted to CISU in Danish or English.*

The application must be submitted as a Word file.

There is a guide to submission of the application at [www.cisu.dk/skemaer](http://www.cisu.dk/skemaer) (the website is in Danish, but many documents are available in English).

All text below in *italics* is to provide guidance in the preparation of the application. All text in italics should be deleted prior to uploading the application to CISU’s application system “Vores CISU”.

NOTE: DELETE THIS TEXT BOX BEFORE SUBMITTING THE APPLICATION.

1. Purpose, relevance and context analysis
	1. What is the purpose of the intervention? What challenges do you seek to address? How will the intervention contribute to strengthening the role of civil society in the development of Ukraine?
* If the intervention is an extension of a previous intervention, please explain the following: What significant results have been achieved thus far? What are (still) the major challenges? To what extent will this intervention pursue new outcomes, take a new strategic approach or work with new target groups?
	1. Describe the context in which the intervention is to take place by means of a problem and context analysis.

*The context analysis must consider how the war will affect the intervention, and what measures are taken to ensure that the intervention is complementary to, and coordinated with, the work of authorities and other organisations working with the same target group and/or within the same thematic area.*

*Describe the conditions that surround the intervention and are expected to affect its implementation. These might be social, economic, environmental or political. Please, set out the context in all the thematic areas that you wish to address as part of the intervention, and show why the intervention is relevant and responds to local needs.*

*If you work in a context characterised by fragility, you need to thoroughly analyse and describe the fragility and how it will affect the intervention, including the risks that it poses to its implementation.*

1. The partnership
	1. Describe the partners’ experiences, capacities and resources of relevance to the intervention (this applies to the Danish organisation, the Ukrainian partner(s), and any other actors).

*These can be, for instance, experiences within the thematic area concerned, particularly your knowledge about the context, relevant networks or collaborative undertakings. There is no need to repeat the general information about partners already provided in CISU’s application system “Vores CISU”.*

* 1. Describe how the intervention has been developed between the partners.

*This can be, for instance, about how your respective insights into the issues concerned have enabled you to complement one another in designing the intervention, who took the initiative, and/or how the process of developing the intervention proceeded.*

* 1. Describe how you expect the intervention to contribute to strengthening you as individual organisations and/or as a partnership, including the partners’ own democratic practice.

*This can be, for instance, in case capacity-building is being planned, that the intervention will contribute new knowledge, or that the intervention will strengthen the partners’ representation or legitimacy in their work with the target group.*

1. The target groups
	1. Describe the composition of the target groups, specifying the approximate number of people in the primary target group *(the people who will participate in the activities of the intervention)* and in the secondary target group *(persons who will be affected by the activities of the intervention without having participated in them)*.

*Feel free to use a table. The next question allows for a deeper description of the target groups. You are invited to reflect on the composition of the target group as regards gender and/or other characteristics of particular relevance.*

* 1. Describe what characterises the target groups. How is the intervention relevant to the target groups and responds to local needs?

*Also remember to reflect on how you have identified and selected the target group.*

* 1. Describe the partners’ relationship to the target group.
	2. Describe how you have involved the target group in the planning of this intervention. How will you ensure continuous contact to and feedback from the target group during the intervention, and as regards any changes along the way?

*Please describe how you have obtained, and plan to obtain, information from the target group throughout implementation. This can be, for instance, through the Ukrainian partner’s day-to-day contact with the target group, meetings or workshops, or through monitoring activities in which you collect data and knowledge.*

1. Description of the intervention
	1. Describe the outcomes, outputs and activities of the intervention. Moreover, describe what indicators (or other formulation of success criteria) you have chosen to measure your outcomes.

*This section can, for instance, be inserted into a results framework or a Theory of Change, if this makes sense to the partners. You are welcome to use the table below if this is helpful to you. If not, you just delete the table and use your preferred way of presenting the expected outcomes, etc.*

*It is a good idea to set out the sources of verification through which you will obtain the information to measure your indicators. This can also be elaborated upon in section 4.3.*

|  |
| --- |
| Impact (long-term):  |
| Outcome 1:  |
| Outcome indicators and sources of verification: |
| Outputs | Activities |
| Output 1.1 | Activity 1.1.1Activity 1.1.2Etc. |
| Output 1.2 | Activity 1.2.1Activity 1.2.2Etc. |
| *Add more rows as needed* |  |
|  |
| Outcome 2 |
| Outcome indicators and sources of verification: |
| Output 2.1 | Activity 2.1.1Activity 2.1.2Etc. |
| Output 2.2 | Activity 2.2.1Activity 2.2.2Etc. |
| *Add more rows as needed* |  |
| *Add more outcomes, if appropriate* |  |
|  |
| Cross-cutting activities (i.e., *activities that pursue several of the outcomes*) | Activity X.1.1Activity X.1.2Etc.  |

* 1. Describe the strategy of the intervention: What is the connection between your activities, outputs and outcomes? What approaches and methods will you be using to achieve the outcomes, and why do you think this will work?

*Keep in mind that that there must be a balance between the elements in the Development Triangle, and it must be clear how you intend to work with advocacy (to the extent that matches the degree of fragility, as set out in section 11.4.3 of the Guidelines for the Civil Society Fund).*

*Consider whether there are other interventions that involve the same target group and/or thematic area, and the extent to which this calls for coordination, creates scope for synergy or offers some other potentials.*

* 1. Describe how you will monitor the intervention, including the methods and approaches to examining and following up on your experiences, lessons learned and the changes that you help bring about by means of the intervention.

*Keep your indicators in mind when drawing up your monitoring plan and description.*

*Remember to specify whether you will conduct an evaluation on your own, make use of an external evaluator, or combine the two.*

*You are welcome to use the table below to describe your data collection, but it cannot stand alone in describing your Monitoring, Evaluation and Learning (MEL) plans, as you must also reflect on how you intend to follow up and ensure learning along the way.*

|  |  |  |
| --- | --- | --- |
| **Purpose of the data collection** *(what do we need to know to assess results and changes?)* | **Methods of data collection** *(how?)* | **Frequency and timing of data collection** *(how often and when?)* |
| *(e.g., to draw up a baseline, monitor activities, outputs or risks, or to conduct some type of evaluation)* |  |  |
| *Add rows as needed* |  |  |

* 1. Describe each partner’s and any other actors’ areas of responsibility and professional contributions to the implementation of the intervention.
	2. Describe how the intervention will help bring about lasting and sustainable improvements for the target group.

*Consider what elements of the intervention you expect to continue after implementation has ended. Also describe how the target groups will benefit from the intervention in terms of being left in a better position afterwards.*

* 1. Describe the risks related to the implementation and how you intend to mitigate them.

*Consider specific conditions that run the risk of hindering or delaying fulfilment of the intervention’s planned outcomes, as well as factors that may harm target groups, employees, volunteers or others involved in the intervention, including those that create or exacerbate the risk of harassment, exploitation or other types of abuse.*

1. Cost level (max half a page)

*This section is for you to briefly explain the composition of the budget (also remember to carefully fill in the budget format with good explanatory notes). This may include the following, for example:*

* *If you are applying for coverage of substantial* ***payroll costs,*** *briefly describe the tasks of each employee. If you are applying for salaries within the Danish organisation, you also need to set out why Danish staff are best positioned to undertake these tasks.*
* *If* ***major investments*** *have been budgeted for, please explain how these add value to the intervention and to the achievement of its outcomes.*
* *If the intervention applied for is to take place in a* ***fragile context****, giving rise to higher expenditure on strategic deliveries, investment and security measures, it is useful to account for the necessity of such costs.*
* *If your budget contains* ***supplementary financing****, you also need to state whether this financing has been secured at the time of submitting the application, or whether it is realistic to raise these funds. If supplementary financing is a prerequisite for implementation, CISU can only approve the application definitively, once the applicant is able to document that the supplementary financing has been secured. Such documentation is sent directly to:* *puljer@cisu.dk* *with reference to the grant in question.*
* *Remember that you have the option of budgeting up to* ***25%*** *of the budget for activities**as “flexible funds”. Read more about this in the Guide to Budget Preparation for the Civil Society Fund and the Guide to the Administration of Grants from the Civil Society Fund.*
1. Intervention-related information work in Denmark

*Information work in Denmark is not a requirement, but an option which applicants are encouraged to make use of. The maximum eligible amount is 2% of total project costs (budget item 8). If funds for information work in Denmark are applied for, the following points should be reflected upon:*

* The purpose of the information work.
* The groups to be targeted by the information work.
* The means of communication to be used (social media, printed matter, theatre, events or the like).