

Annex 2: Information about applicant (to be submitted with concept note)

1. Name of organization
2. Address details:
 - Mailing address
 - Telephone
 - Fax
 - Email
 - Website
 - Visiting address
3. Date of establishment and registration status (including registration number):
4. Number of staff:
 - Number of paid staff
 - Number of volunteers
5. Mission and goals, history, membership, general activities, etc.
6. Describe any relevant projects or any activities in the past that complement the proposed project. For each project indicate: project title, period of implementation, project leader, budget, and donor, contact person within donor agency, and email of this contact person.
7. Contact person and project personnel: name, professional background and current function.
8. Describe the relevant expertise in your organization and partner organization for the proposed project and in project management. Also, indicate whether you have previously received a grant from MFF.
9. Please indicate here if your organisation is actively involved in a network. If so, please specify which network, since when you are a member and what your role is in this network.
10. Please indicate here any capacity building or training needs deemed relevant or necessary for your organisation in the context of this project.

