

Engagement Global gGmbH

African-German Youth Office (AGYO)

Friedrich-Ebert-Allee 40

53113 Bonn

Project application for an accompanying project

Application to Engagement Global gGmbH

for a grant funded by the Federal Ministry for Economic Cooperation and Development (BMZ)

under the Teams up! Youth Exchange for Sustainable Development programme

This document is provided as a **translation aid for the close collaboration between the German implementing organisation and the project partners.**

Note: The application requires a **fully completed project proposal in German.**

1. Details of application partnership

Organisation	German implementing organisation	Project partner
1.Engagement Global registration number (if there is one)		Not necessary
2. Name of applicant organisation		
3. Address		
4. Tel.		
5. Email		
6. Website	www.	www.
Contact person(s) for project		
7.Title, surname	,	,
8. First name(s)		
9. Tel.:	+	+
10. Email		
11. Fax	+	+

2. Start of partnership and joint activities so far

<p>1. Since when have the project partners been in contact? (Please enclose the official declaration of partnership here if there is one)</p>	<p><input type="checkbox"/> Contact established specifically for this project</p> <p><input type="checkbox"/> Since: Click here to enter a date</p>
<p>2. How did the project partnership come about? What joint activities (3 max.) have been implemented?</p>	<p>1. Title, from ____ to ____, country _____, number of participants _____, brief description _____</p> <p>2. Title, from ____ to ____, country _____, number of participants _____, brief description _____</p> <p>3. Title, from ____ to ____, country _____, number of participants _____, brief description _____</p>

3. Basic information on the accompanying project

<p>1. Title of accompanying project</p>	
<p>2. Total duration</p>	<p>From ____ to ____</p>
<p>3. Type, duration and location of joint activities</p>	<p>Type _____, from ____ to ____, location _____</p> <p>Type _____, from ____ to ____, location _____</p> <p>Please add any additional dates as appropriate</p>
<p>4. Which of the 17 Sustainable Development Goals does the accompanying project (or the youth exchange resulting from the project) focus on?</p>	<p>Please choose an option.</p>
<p>5. Summary of the planned accompanying project (max. 500 characters).</p>	

4. Planned make-up of participants' group of youth workers/staff

	Number	Organisations	Location	Role/duty, if known
1. Youth workers/staff from Germany, voluntary				
2. Youth workers/staff from Germany, paid				
3. Youth workers/staff from partner country, voluntary				
4. Youth workers/staff from partner country, paid				
5. Total				
6. What measures do you intend to take to ensure successful communication between the participants from the participating countries?				
7. How will you cooperate with the project partner in terms of content and organization?				
8. How is diversity in the group ensured and how are the different needs of the participants addressed in the program?				

5. Objectives and achievement of objectives for the accompanying project

1. Please choose the main objective of the accompanying project.	Wählen Sie ein Element aus.		
2. Please name the subordinate objectives			
Objectives 1			
Indicators	Instruments		
Objectives2			

Indicators		Instruments
Objectives 3		
Indicators		Instruments
3. Which target group(s) (direct/ indirect) is/are to be reached by the project?		
4. What concrete changes are expected for the target groups as a result of the project (e.g. new knowledge, competencies, options for action)?		
5. Please describe how this objective helps increase the number or improve the quality of youth exchange projects.		

Translation aid

6. Objectives, methods and schedule for each project phase

1. Define concrete, measurable objectives for each project phase as well as the methodical implementation that will lead to the achievement of the objectives. In doing so, observe the funding principles (partnership, participation, balance, evaluation, diversity, sustainability).	Preparation
	Main activities or encounter
	Follow-up
2. Include a schedule or seminar plan for all project phases in terms of time and content. For this purpose, use the template "Programme schedule" that you can download from our homepage.	

7. Sustainability, documentation and long-term impact of the accompanying project

1. How will it be ensured that the project is implemented in a resource-friendly way?	
2. How will the implementation of the project and the results of each of its phases be documented?	
3. How will the project results be disseminated in the long term and after its completion?	
4. How will the participants be given motivation and connected with one another so that they can continue their civic engagement after the project ends?	
5. Please describe any other participant activities that might arise as a result of the project.	

8. Checklist

Please make sure the application and its annexes include all the required information and check them off below:

- Schedules for each project phase
 - Preparation phase in Germany and partner country
 - Main activity or encounter
 - Follow-up phase in Germany and partner country

Please use the latest version of the “Programme schedule” template on our website to draw up schedules.

- Binding financing plan

Please use the latest version of the “Financing plan” template on our website to draw up your plan. Send the document to us as a PDF (not scanned) by email and post.

- Security and Crisis plan
- Additional partners

Please submit this annex document if you are planning to work with additional partners. Please use the latest version of the “Additional partners” template on our website to draw up this document.

9. General information and declarations

1. This application may be forwarded to the BMZ and the BMZ may disclose in confidence to the German Bundestag’s Budget Committee the name of the applicant organisation and the amount and purpose of the grant in individual cases where the Budget Committee requests this information.
2. You undertake to give the BMZ or persons authorised to conduct audits unrestricted access to documents for the purpose of assessment and review and to allow them to visit projects. You must make available to Engagement Global gGmbH any images, project reports, accounts, documentation etc. produced in connection with the project.
3. We have taken note of Engagement Global gGmbH’s “Information on data processing” (<https://www.engagement-global.de/datenverarbeitung.html>)
4. We consent to Engagement Global gGmbH, Friedrich-Ebert-Allee 40, 53113 Bonn, Germany, in its capacity as the controller as per the European General Data Protection Regulation (GDPR) and the Federal Data Protection Act (BDSG), processing and disseminating the material we provide (images, project reports, documentation, etc.) for the purposes of PR work for the AGYO.

We consent to Engagement Global gGmbH using materials produced in relation to ourselves and materials we provide ourselves for the AGYO’s PR activities, for example, in its publications, on its website and in its social media channels. We are aware that this may also involve the material being forwarded to third parties, the Federal Ministry for Economic Cooperation and Development and the partner organisations/service providers to the extent required by the stated purpose.

We can revoke this declaration of consent with future effect at any time and without having to cite reasons by sending an email to datenschutz@engagement-global.de. This does not affect the legality of the processing that takes place prior to revocation. If we revoke our consent, our materials may no longer be forwarded or processed.

We consent

We do not consent

5. We consent to Engagement Global gGmbH, Friedrich-Ebert-Allee 40, 53113 Bonn, Germany, in its capacity as the controller as per the European General Data Protection Regulation (GDPR) and the Federal Data Protection Act (BDSG) processing and disseminating the details of our organisation (name and country) and of the project (selected SDG, project duration, project description in Section 3.7) on the Engagement Global gGmbH and AGYO websites.

We consent to Engagement Global gGmbH using materials produced in relation to ourselves and data we provide ourselves for the AGYO's PR activities, for example, in its publications, on its website and in its social media channels. We are aware that this may also involve the material being forwarded to third parties, the Federal Ministry for Economic Cooperation and Development and the partner organisations/service providers to the extent required by the stated purpose.

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We consent

We do not consent

6. We hereby confirm that the planned project cannot be carried out without funding from Engagement Global gGmbH/BMZ.
7. We hereby confirm that no other funding has been applied for or approved for the project for which this application is made.
8. The project will not result in any subsequent expenses that cannot be covered by our own funds.
9. Please place a cross next to the relevant statement below

We are entitled to deduct input tax.

We are entitled to deduct input tax to a limited degree.

We are not entitled to deduct input tax.

10. We confirm that the project for which the grant has been applied for has not yet started.

Place and date of signature; legally binding signature of authorised signatory or person authorised by law/by applicant organisation's regulations to act as a representative