**Anneks 1**

**Format for ansøgning (baseret på Danidas standardformat for projekter op til 10 mio.kr. –** [**Mini Project Document (projects below DKK 10 millioner)**](https://amg.um.dk/-/media/country-sites/amg-en/bilateral-cooperation/guidelines-for-country-strategic-frameworks-programmes-and-projects/formulation-quality-assurance-and-approval/mini-project-document.ashx)

Thematic ‘Call for Proposals’ on

***Styrkelse af uafhængige medier og samfundets modstandskraft overfor ’fake news’ og mis/desinformation, samt styrkelse af vidensniveau om EU, europæiske institutioner og individuelle rettigheder***

***Moldova***

PROJECT PROPOSAL[[1]](#footnote-1)

|  |  |
| --- | --- |
| Information about THE Organisation applying (Lead applicant) | |
| Name |  |
| Address |  |
| Contact person  Name  E-mail  Phone |  |

|  |  |
| --- | --- |
| Basic INFORMATION ABOUT THE PROJECT | |
| Project title |  |
| Objective and Outcomes |  |
| SDG-alignment  *Please specify relevant targets and indicators* |  |
| Total amount (DKK) |  |
|  |  |
| Main partner(s) |  |
| Geographical location |  |
| Start date and duration (months) |  |

### [Template for Mini-Project Document (projects below DKK 10 million)]

***[delete guiding text in square brackets]***

**Mini-project document**

**[Project title and partner]**

1. **Background and project description (3-5 pages)**

[*The descriptions could include:*

* *Brief background and context setting the scene for the support;*
* *Justification for the selection of the project and the applicants experience and professional capacity within media, media support and strengthening of resilience towards disinformation etc.the;*
* *Lessons learned from earlier engagements, evidence for what works from studies and evaluations, etc.*]
* *Description of theory of change, explaining how the project intends to contribute to its objectives and achieve its results, with key assumptions for the intended change process;*
* *Summary listing of main components of the project and the support through the grant, including specification of modality (sub-grantning, technical assistance and capacity building, or other), what parts of the partner planning framework is supported, and how.*

1. **Project objective and results framework (2 pages)**

|  |  |  |  |
| --- | --- | --- | --- |
| Project title | |  | |
| Project objective | | [The intended impact contributing to benefit to a society or community] | |
|  | | | |
| Outcome | | [The short-term and medium term effects of the project’s outcome on the target group] | |
| Outcome indicator | | [Quantitative or qualitative factor or variable that provides a simple and reliable means to measure achievement or to reflect the changes connected to an intervention] | |
| Baseline | Year |  | [Situation prior to engagement activities] |
| Target | Year |  | [Intended situation by the end of engagement (phase)] |
|  | | | |
| Output | | [Short-term result in the form of deliverables which result from a set of project activities] | |
| Output indicator | | [Quantitative or qualitative factor or variable that provides a simple and reliable means to measure achievement or to reflect the changes connected to an intervention] | |
| Baseline | Year |  | [Situation prior to project] |
| Annual target | Year 1 |  | [Intended situation after first year of implementation] |
| Annual target | Year 2 |  | [Intended situation after two years of implementation] |
| Annual target | Year 3 |  | [Intended situation after three years of implementation] |
|  | | | |
| Output | | [Short-term result in the form of deliverables which result from the project activities] | |
| Output indicator | | [Quantitative or qualitative factor or variable that provides a simple and reliable means to measure achievement or to reflect the changes connected to an intervention] | |
| Baseline | Year |  | [Situation prior to the project] |
| Annual target | Year 1 |  | [Intended situation after first year of implementation] |
| … | … |  | … |
| Target | Year |  | [Intended situation when activity under the project ends ] |
|  | | | |
| Output | | [Short-term result in the form of deliverables which result from the project activities] | |
| Output indicator | | [Quantitative or qualitative factor or variable that provides a simple and reliable means to measure achievement or to reflect the changes connected to an intervention] | |
| Baseline | Year |  | [Situation prior to the project] |
| Annual target | Year 1 |  | [Intended situation after first year of implementation] |
| … | ... |  | … |
| Target | Year |  | [Intended situation when activity under the project ends ] |
|  | | | |

1. **Risk Management (1/2 page)**

Summary of risk analysis and risk response (to cover contextual and programmatic risk factors). Reference should be made to assumptions made in relation to the ToC. If relevant, describe joint risk management arrangements; e.g. discussions as part of the annual reporting.

1. **Budget (1/2 – 1 page)**

Detailed budget (to the extent possible) – else indicative figures to be finalized in Inception Phase. Apply ‘Anneks 3. Budgetformat’ and ‘Anneks 4 – Note til udfyldelse af budget’, which can be accessed [here](https://um.dk/danida/samarbejspartnere/civ-org/adm-ret/tilskudsforvaltning/enkeltprojekter).

1. **Management arrangement (1/2 -1 page)**

[*Summary of management arrangement as described in documentation. Management arrangement should be detailed, specifying the organizational set-up, including description of mechanisms and agreed procedures for monitoring of progress, calendar for financial and narrative progress reporting, timing of project level dialogue and learning, ongoing QA, anti-corruption measures, and risk management.*

1. **Financial Management (1/2 - 1 pages)**

[ *Describe financial management. The Grantee can utilize own rules and procedures, while adhering to the minimum requirements as stipulated in the Ministry of Foreign Affairs’* [*Guidelines for Financial Management*](https://amg.um.dk/bilateral-cooperation/financial-management) *and conditions specified for the grant, that must be considered an integral part of the conditions for this grant*.]

1. **Monitoring and Evaluation (1 page)**

*[Agreed procedures and mechanisms for monitoring of progress, and dialogue concerning implementation. Reference can be made to the section on management arrangement].*

**Mandatory Annexes:**

1. Detailed budget (to the extent possible – else indicative figures to be finalized in Inception Phase. Apply ‘Anneks 3. Budgetformat’ and ‘Anneks 4 – Note til udfyldelse af budget’, which can be accessed [here](https://um.dk/danida/samarbejspartnere/civ-org/adm-ret/tilskudsforvaltning/enkeltprojekter).
2. A Results Framework, describing main outputs, outcomes and means of verification (maximum three outcomes with maximum three outputs each). The Results Framework will be updated after the inception phase (see format above).
3. Documentation of the applicant’s experience with administration of development financing (i.e. latest capacity assessment),
4. Documentation of applicant’s experience working in the thematic area.
5. Listing and description of national partner organisations, including short assessment of capacity and previous results in the thematic area.
6. Process Action Plan

1. “[HOW WE PROCESS PERSONAL INFORMATION](http://um.dk/da/om-os/kontakt/udenrigsministeriets-privatlivspolitik)” [↑](#footnote-ref-1)