

# AU-EU Youth Action Lab

## GRANT APPLICATION TEMPLATE

### Cooperation grant type

#### 1. How did you find us?

Mandatory?	Response type	Question	Instructions/Picklist options
*	Picklist	Please indicate via which channel you got to know about this Call for Proposals.	European Youth Forum channels Restless Development channels Oxfam channels Youth network/organisation Power to Voices Platform Friends/ acquaintances At an in-person event Flyers/posters AU-EU Youth Lab website  LinkedIn Facebook Instagram X Other [please indicate which channel]

#### 2. Project Documents

Mandatory?	Response type	Question	Instructions
*	Picklist	I certify that I understand I am applying for a grant of EUR 50,000.	Yes
*	File upload	Upload your budget using the provided template on the Details tab and follow the Funding Manual's minimum guidelines, including all mandatory costs. Any application not using the compulsory template and without the mandatory costs will be excluded.	
*	File upload	Coordinator organisational registration documents	
*	File upload	Coordinator References	Please provide the contact details of at least three people outside of your organisations who can serve as references for your work. These could be partners, donors, community leaders, or collaborators who know your organisation well.

			We may contact them during the due diligence process. Please provide previous grant or partnership agreements.
*	File upload	Coordinator organisation policies (those available)	Please include any policies your organisation may have related to governance, safeguarding, inclusion, ethics, human resources, finance, and operational management. This will help us assess the organisation's overall commitment to accountability, transparency, and responsible practices.
*	File upload	Collaborator 1 organisational registration documents	
*	File upload	Collaborator 1 references	Please provide the contact details of at least three people outside of your organisations who can serve as references for your work. These could be partners, donors, community leaders, or collaborators who know your organisation well. We may contact them during the due diligence process. Please provide previous grant or partnership agreements.
*	File upload	Collaborator 1 organisation policies	Please include any policies your organisation may have related to governance, safeguarding, inclusion, ethics, human resources, finance, and operational management. This will help us assess the organisation's overall commitment to accountability, transparency, and responsible practices.
	File upload	Other relevant documents	

### 3. Coordinator Organisational Information & Contact Details

Mandatory?	Response type	Question	Instructions/Picklist options
*	Short answer	Coordinating Organisation Name and National Registration Number	Please share the name of the coordinating organisation and its national registration number.
*	Multi Select Picklist	Country of Organisation	Please select the country where your organisation is located and where the project will be implemented.  Austria, Belgium, Bulgaria, Croatia, Republic of Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Ethiopia, Kenya, Mozambique, Nigeria, Senegal, Sierra

			Leone, Somalia (Somaliland Region), Tanzania, Tunisia, Uganda, Zambia, Zimbabwe
*	Short answer	Address of your office	Please share the location of your office.
*	Short answer	Organisation website and/or other social media platforms	
*	Long answer	Brief Summary of Coordinating Organisation. Please describe the vision, mission, objectives, and values of the organisation.	Maximum 2000 characters. This information will be publicly available should your application be successful.
*	Picklist	Area of Work	Local, National, Regional, International
*	Picklist	Type of organisation	NGO, CBO, NPO (Non-profit registered as a Trust), Network Organisation
*	Multi Select Picklist	Does your organisation identify as led by any marginalised communities? If so, which ones?	Not Applicable, women, persons living with disabilities, young migrants, refugees, or displaced persons, ethnic minorities, rural or remote youth, religious minorities, socioeconomic status, Other (include optional short text to fill in written answer)
	Short Text	Please briefly explain why these groups are considered marginalised in your context.	
*	Long answer	Please describe the governance and operating framework of your organisation, explaining and showing how your organisation is youth-led	<p>Youth Led for us means that young people (18-35 years) represent 100% of the organisation's governance and have primary decision-making power over the organisation's direction and programmes and are directly involved in designing and carrying out activities (&gt;80% aged 18-35 years).</p> <p>Tip: include the age ranges of those in leadership and decision-making roles, the percentage of young people involved in governance and key functions, and how young people influence decisions and organisational direction.</p>
*	File upload	Upload any relevant documents that show that your organisation is youth-led (for example an organogram, an overview of your staff and their ages etc.)	
*	Long answer	Justify how your project under this grant will be youth-led. This means that all staff implementing the project financed by the grant should be young people (aged 18-35).	

Mandatory?	Response type	Question
*	Short Text	Contact person, Full Name
*	Short Text	Contact person, Role in the Organisation
*	Short Text	Contact person, Email Address

#### 4. Collaborator Organisational Information

Mandatory?	Response type	Question	Instructions/Picklist options
*	Short answer	Collaborator organisation name and national registration number	Please share the name of the collaborator organisation and its national registration number.
*	Multi Select Picklist	Country of organisation	Please select the country where your organisation is located and where the project will be implemented.  Austria, Belgium, Bulgaria, Croatia, Republic of Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Ethiopia, Kenya, Mozambique, Nigeria, Senegal, Sierra Leone, Somalia (Somaliland Region), Tanzania, Tunisia, Uganda, Zambia, Zimbabwe
*	Short answer	Address of your office	Please share the location of your office.
*	Short answer	Organisation website and/or other social media platforms	
*	Long answer	Brief Summary of organisation. Please describe the vision, mission, objectives, and values of the organisation.	Maximum 2000 characters. This information will be publicly available should your application be successful.
*	Picklist	Area of Work	Local, National, Regional, International
*	Picklist	Type of Partner	NGO, CBO, NPO (Non-profit registered as a Trust), Network Organisation
*		Does your organisation identify as led by any marginalised communities? If so, which ones?	Not Applicable, women, persons living with disabilities, young migrants, refugees, or displaced persons, ethnic minorities, rural or remote youth, religious minorities, socioeconomic status, Other (include optional short text to fill in written answer)

		Please briefly explain why these groups are considered marginalised in your context.	
*	Long answer	Please describe the governance and operating framework of your organisation, explaining and showing how your organisation is youth-led	<p>Youth Led for us means that young people (18-35 years) represent 100% of the organisation's governance and have primary decision-making power over the organisation's direction and programmes and are directly involved in designing and carrying out activities (&gt;80% aged 18-35 years).</p> <p>Tip: include the age ranges of those in leadership and decision-making roles, the percentage of young people involved in governance and key functions, and how young people influence decisions and organisational direction.</p>
	File upload	Upload any relevant documents that show that your organisation is youth-led (for example an organogram, an overview of your staff and their ages etc.)	
*	Long answer	Justify how your project under this grant will be youth-led. This means that all staff implementing the project financed by the grant should be young people (aged 18-35).	

Mandatory?	Response type	Question
*	Short Text	Contact person, Full Name
*	Short Text	Contact person, Role in the Organisation
*	Short Text	Contact person, Email Address

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**5. Project Information**

Mandatory?	Response type	Question	Instructions/Picklist options
*	Picklist	I certify that I am applying for the Cooperation Grant.	We currently have 4 grant types Call for Proposals open: Entrepreneurship, Innovation, Representation, and Cooperation. If you prefer to apply for a different grant type, please refer to the other links.

			Yes
*	Short answer	Proposed Project Title	Please share the title of your proposed project. Maximum 40 characters.
*	Short answer	Proposed Project Acronym (if applicable)	
*	Short answer	Countries and locations of project	State the countries and specific locations of this project. Please refer to the countries listed in the funding manual.
*	Picklist	I certify that I understand the project period will be 12 months, from June 2026 to May 2027.	Yes
*	Long answer	<p>Project Summary.</p> <p>In 1–2 short paragraphs, please describe your project: what it is about, where it will take place, and who is involved.</p> <p>This overview will be published online if your application is selected.</p>	<p>Your summary should already give us a sense of why this is a strong project – i.e., how it connects to advocacy, involves marginalised young people, shows potential for sustainability, and is built on real cooperation between organisations.</p> <p>Maximum 1000 characters</p>

## 6. Project Description

Mandatory?	Response type	Question	Instructions/Picklist options
*	Long answer	<p><b>Issue identified and relevance to your community</b></p> <p>Describe the main issue your project will address. Explain why it is important to take action on this issue, and how it affects the communities you work with.</p>	<p>Be specific about how the problem shows up in the countries where your project will take place.</p> <p>Maximum 1500 characters</p>
*	Long answer	<p><b>Project goals and expected impact</b></p> <p>What are your main goals or expectations for the project? What impact do you hope to see once the project is implemented?</p>	<p><i>Note: we know policy or advocacy change takes time - please share realistic short-term and longer-term changes you aim for.</i></p> <p>Maximum 1500 characters</p>
*	Long answer	<p><b>Cooperation between organisations</b></p> <p>Explain how all participating organisations will benefit from this cooperation. In your answer, describe what</p>	<p>Please also detail the way the consortium partners will cooperate throughout the project including roles,</p>

		each partner brings to the project (for example, their expertise, focus areas, or strengths).	responsibilities and working structures. Maximum 1500 characters
*	Long answer	<b>Work with marginalised youth</b>  Explain how marginalised youth will benefit from and be involved in your project.	In your answer, describe which groups of marginalised youth you will involve, how they are marginalised in your context, how your project will support their empowerment, participation, and leadership, and how your organisations are suited and prepared to work with them.  Maximum 1500 characters
*	Long answer	<b>Sustainability</b>  How will your project ensure its sustainability beyond the grant period? How will your project continue to have an impact beyond the grant period? Please explain how this project could serve as a starting point for future initiatives.	Maximum 1500 characters
*	Long answer	<b>Continued collaboration and capacity building</b>  How will your partnership continue after the project? What skills, knowledge, or networks will be built during the project and support your future collaboration?	Maximum 1500 characters

## 7. Project Activities and Timeline

Mandatory?	Response type	Question	Instructions
*	Long answer	Please outline the key activities of the project.  For each activity, please provide the following information: - Activity name - Activity type - Activity description - Location - Month(s) - Expected outcome(s)	<i>Guiding questions you may want to consider:</i> <ul style="list-style-type: none"> <li>• For example, how many events will you organise? Will you publish reports? Will you organise trainings?</li> <li>• Who do you want to influence or reach through your activities?</li> <li>• How will young people, particularly marginalised youth, be involved?</li> <li>• How do the planned activities support cooperation between your organisations?</li> </ul> Maximum 5000 characters.

## 8. Capacity

Mandatory?	Response type	Question	Instructions
*	Long answer	<b>Coordinator</b> Provide brief details on the current capacity of your organisation to carry on this project. Include information on your staff, technical expertise, and prior experience on similar projects.	Maximum 1000 characters.
*	Long answer	<b>Coordinator</b> Can you share an example of a project where you collaborated with at least one other organisation?	
*	Long answer	<b>Collaborator 1</b> Provide brief details on the current capacity of your organisation to carry on this project. Include information on your staff, technical expertise, and prior experience on similar projects.	Maximum 1000 characters.

SAMPLE

## 9. Monitoring & Evaluation

Mandatory?	Response type	Question	Instructions
*	Long answer	Explain how you will track progress and assess outcomes. Please describe your monitoring and evaluation plan: Key performance indicators (KPIs), methods for data collection, how information will be used to keep the project on track.	KPIs are measurable signs of progress that show whether your project is achieving its goals — for example, <i>number of trainings held or young people reached</i> . Maximum 2000 characters.

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## 10. Risk Management

As you prepare your proposal, we encourage you to think about the risks you may face along the way. These could be Political, Economic, Social, Technological, Environmental, Legal (PESTEL).

Please identify up to five risks (minimum of 3) and share how you plan to tackle them in the table below.

Under ‘risk’, describe what the potential problem or challenge is that could affect your project’s success. Under ‘likelihood’, indicate the likelihood of the risk occurring. This can be: 1. low: the risk is unlikely to happen, 2. medium: the risk is possible to occur, 3. high: the risk is likely to happen. Under ‘potential impact’ describe what the potential

impact would be on your project if the risk occurs, and to what extent it would cause disruption to your project. Under ‘mitigation measures’, describe how you are mitigating the risk throughout the project, and who is responsible for implementing and monitoring the mitigation measure.

Risk	Likelihood of risk occurring	Potential Impact of this risk on the project	Mitigation Measures
*			
*			
*			

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### 11. Certification

The undersigned certifies that all the information provided in this application and enclosures is true, complete and correct. If this section is not signed and sealed, your grant application will be disqualified. **Please note that for this grant type, the coordinator needs to sign the application.**

Mandatory?	Response type	Question	Instructions
*	Short answer	Name, job title, and telephone number of person signing this document (from the coordinator)	
*	Date	Date of submission	
*	Picklist	Do you certify that all the information provided in this application and enclosures is true, complete, and correct?	Yes, I do / No, I don't

**Thank you for completing your application. Please submit your application by pressing [Submit] at the top of this questionnaire.**

**END OF APPLICATION**