

To be completed by the Foundation EVZ

Received:

Ref:

## MEET UP! German-Ukrainian Youth Encounters

A funding programme of the Foundation “Remembrance, Responsibility and Future”

### Application for Projects in 2019

Please use this programme **application form** only for your project application. Please provide a **short and concise** answer to each question, and avoid repetition. Please base the length of your responses on the size of the text boxes.

Please submit this application form that **has been signed by all partners** via email to [meetup@stiftung-evz.de](mailto:meetup@stiftung-evz.de) by 2 December 2019.

#### 1. PROJECT NAME

#### 2. BRIEF DESCRIPTION OF THE PROJECT

Please **briefly describe in 3-5 sentences** which content and questions your project will address, and what product will result from the project work.

#### 3. PROJECT FINANCING

Total costs	<input type="text"/>	Euro
of which are applied for from the Foundation	<input type="text"/>	Euro
of which are own funds or participant contributions	<input type="text"/>	Euro
of which are third-party funds	<input type="text"/>	Euro

## 4. INFORMATION ON THE PROJECT PARTNERSHIP

### 4.1 Applicant (from Germany or Ukraine)

Details of the project's main contact who, as the grant recipient, accepts responsibility for managing the funding if the project is approved.

▶ Name of institution

▶ Main area of work, tasks and objectives of the institution

(For extracurricular organisations: please also send statute and documentation of charitable status)

▶ How many educational members of staff does the institution have?

▶ What groups of persons make use of the organisation's educational offerings?

▶ Street, house no.

▶ Post code

▶ Town/city:

▶ Country

▶ Phone

▶ Fax

▶ Email address of the institution

▶ Website of the institution

▶ Head of the institution/legal representative/applicant (Please specify the exact title of the leader, for example director, general manager, chairman/chairwoman and attach the statutes or documents that set out the rules on legal representation)

▶ Name of main contact person for the project (Please name only one person for the communications with the Foundation EVZ)

▶ Position of contact person

▶ Phone no. of contact person

▶ Email address of contact person

## 4.2 Project partner from Germany or Ukraine (mandatory)

- ▶ Name of institution

- ▶ Main area of work/Organisational profile  
(For extracurricular organisations: please also attach any statutes and documentation of charitable status)

- ▶ Street, house no.

- ▶ Post code  ▶ Town/city:  ▶ Country

- ▶ Phone  ▶ Fax

- ▶ Email address of the institution

- ▶ Website of the institution

- ▶ Head of the institution/legal representative/applicant (Please specify the exact title of the leader, e.g. director, general manager, chairman/chairwoman)

- ▶ Name of contact person for the project (Please specify only one person for the communication with the EVZ Foundation)

- ▶ Position of contact person

- ▶ Phone no. of contact person

- ▶ Email address of contact person

## 4.3 Project partner from Russia (optional)

- ▶ Name of institution

- ▶ Main area of work/Organisational profile  
(For extracurricular organisations: please also attach any statutes and documentation of charitable status)

- ▶ Street, house no.

- ▶ Post code  ▶ Town/city:  ▶ Country

- ▶ Phone  ▶ Fax

- ▶ Email address of the institution

- ▶ Website of the institution

- ▶ **Head of the institution/legal representative** (Please specify the exact title of the leader, for example director, general manager, chairman/chairwoman)

- ▶ **Name of contact person for the project** (Please name only one person for the communication with the EVZ Foundation)

- ▶ **Position of contact person**

- ▶ **Phone no. of contact person**

- ▶ **Email address of contact person**

#### 4.4 When did the partnership commence?

**Have any joint projects been carried out before?** If yes, please fill in the following table.

Topic	When?	Where?	Funded by

## 5. GENERAL INFORMATION ON PROJECT

### 5.1 Number of Participants

Please provide information on the number of young participants (aged between 16 and 35 years) and project managers. The number of accompanying people should not exceed a ratio of 1:6, this means, for example, two project leaders/employees per 12 or more adolescents/young adults.

Country:	Germany	Ukraine	Russia	Total
Participants	<input style="width: 50px; height: 20px;" type="text"/>	<input style="width: 50px; height: 20px;" type="text"/>	<input style="width: 50px; height: 20px;" type="text"/>	<input style="width: 50px; height: 20px;" type="text"/>
Project managers	<input style="width: 50px; height: 20px;" type="text"/>	<input style="width: 50px; height: 20px;" type="text"/>	<input style="width: 50px; height: 20px;" type="text"/>	<input style="width: 50px; height: 20px;" type="text"/>
Total	<input style="width: 50px; height: 20px;" type="text"/>	<input style="width: 50px; height: 20px;" type="text"/>	<input style="width: 50px; height: 20px;" type="text"/>	<input style="width: 50px; height: 20px;" type="text"/>

Age of the young participants  
(Must be between 16 and 35 years.)

**5.2 Expected period of implementation** (a minimum of five to seven days per encounter, arrival and departure days count as half days)

	Town/towns, country	from DD.MM.YYYY	until DD.MM.YYYY
Encounter 1 (obligatory)			
Encounter 2 (optional)			
Encounter 3 (optional)			

**6. PROJECT DESCRIPTION**

Please note that we can only support projects that clearly relate to the themes in the call for applications. Please formulate your project description in complete sentences that are **short and concise**.

**6.1 What is the main topic of your project? What contents will your project address?**

**6.2 What specific aims do you hope to achieve with this project?**

**6.3 How will the participants be recruited and selected? How will the young people participate in the preparation, planning and implementation of the project?**

**7. PROJECT RESULTS AND PRESENTATION**

**Please limit yourself to one or a maximum of two formats to present the results of your project!**

- a) What are the intended results of the project, e.g. exhibition, film, publication, theatre performance, panel discussion, blog, website, etc.?

- b) How will the project results be made available, and to what target group? How will you manage press and public relations work for the project?

- c) In what form will the project be presented in public? In what context will **presentations** take place?

- d) What is your Facebook page?  
(Not required for funding)

## 8. INFORMATION FOR THE APPLICATION FOR MEET UP!

### 8.1 Has any of the participating institutions already received funds previously from the “Remembrance, Responsibility and Future” Foundation? If yes, when and for which project(s)?

(Please provide the approval number):

Project name	When?	Approval number

## 8.2 APPENDICES

It is mandatory to submit by email the appendices marked . If you attach any further appendices, please indicate this by ticking the appropriate boxes.

- Costs and financing plan** (see template/annex Excel file)
- Copy of the statutes** (please mark the section where the legal representative is named)  
In case of doubt, please attach an excerpt of a valid official registration.
- Copy of the certificate of charitable status** (Notice of tax exemption or copy of the last tax audit)
- Programme for the encounters** (see template/appendix to this document)
- Copies of notifications of approval from other donors
- Project partners' own presentation materials, including information on previous experience with historical and political education, human rights education and/or international youth project work





## APPENDIX I: PROGRAMME FOR THE ENCOUNTERS

### a) First encounter and project work with partner groups (mandatory)

in (City, Country)  from  to

**Date**  
(DD.MM.YYYY)

**Programme**  
(Please provide the thematic focus of each day of the encounter and a brief statement on the format of the joint group work in this column.)

<input type="text"/>	<input type="text"/>
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### b) Second encounter and project work with partner groups (optional)

in (City, Country)  from  to

**Date**  
(DD.MM.YYYY)

**Programme**  
(Please provide the thematic focus of each day of the encounter and a brief statement on the format of the joint group work in this column.)

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**c) Third encounter and project work with partner groups (optional)**

in (City, Country)  from  to

**Date**

(DD.MM.YYYY)

**Programme**

(Please provide the thematic focus of each day of the encounter and a brief statement on the format of the joint group work in this column.)

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