



Fonds Social de Développement – Application Form 2014

FONDS SOCIAL DE DEVELOPPEMENT (FSD) 2014

SOCIAL DEVELOPMENT FUND 2014

الصندوق الاجتماعي للتنمية 2014

FORMULAIRE DE DEMANDE DE SUBVENTION

APPLICATION FORM FOR A GRANT

استمارة طلب التمويل

Name of the proposed project:

Name of the organisation:

Short description of the project (5-6 lines):

Project location:

Project duration:

Estimated total cost of the proposed project (NIS):

FSD grant requested (NIS):

Estimated FSD grant request (EUR):

Total applicant contribution (NIS):

Contribution of other donors (*if applicable*) (NIS):

Name, position and details of contact person at organisation:

For more information, please contact:

Mrs. Sandrine MENUCELLI

Tel : 02 591 40 00

Email : sandrine.menucelli@diplomatie.gouv.fr

For administrative use only:

Numéro de Dossier

Date de Réception



DOCUMENT I – OFFICIAL LETTER FOR FINANCING

The official letter for financing should include the following elements:

- Name of the organisation
- Contact information (address, phone number, fax, e-mail)
- Main interlocutor (name, position, qualification, address, mobile phone number, e-mail)
- Summary of the project
 - Project title
 - Short description of the project
 - Total amount of the project (NIS)
 - Amount of the grant requested (NIS, maximum 70% of the total amount of the project)
 - Amount of the participation of the beneficiaries (NIS, at least 10% of the total amount of the project)
 - Amount of the possible co-financing brought by other partners (NIS)
- Date and signature of the person legally in charge



DOCUMENT II – ADMINISTRATIVE DOCUMENT

<i>(a) INSTITUTION – Contact Information</i>	
Name	
Address	
Phone number	
Fax number	
E-Mail	
Website (<i>if applicable</i>)	

<i>(b) INSTITUTION – Legal Information – <u>please enclose legal status</u></i>	
Legal status (NGO, municipality, etc.)	
Date of creation	
Membership in an NGO network (<i>if applicable, please specify</i>)	

<i>(c) INSTITUTION – Bank Information – <u>please enclose bank details information</u></i>	
Name of the account holder	
Bank	
Address of the bank	
Account number	
IBAN number	



<p><i>(d) INSTITUTION – Organisational Information – <u>please enclose names of the board</u></i></p>	
<p>Board & General Assembly <i>(please describe, if applicable, rules of functioning, number of members, date of last meeting, etc.)</i></p>	
<p>Human resources / permanent, temporary employees or volunteers <i>(please describe)</i></p>	
<p>In kind resources <i>(please describe)</i></p>	

(e) INSTITUTION – General Information

<p>Sectors of intervention <i>(please describe)</i></p>	
<p>Geographical areas of intervention <i>(please describe)</i></p>	

<i>(f) INSTITUTION – Financial Information</i>		
Budget (NIS)	2014	
	2013	
	2012	
Part of the budget dedicated to salaries (NIS)	2014	
	2013	
	2012	
Sources of funding (for 2014): name, nature, amount		
Last external audit (<i>if applicable</i>): name of the firm, contact, year		



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<i>(g) INSTITUTION – Partnership Information</i>					
Previous projects in partnership with France (Consulate general, AFD, French NGO, twinning, etc.) (if applicable)	Name of the project	French partner	Description of the project	Year	Amount of the grant
Main projects in partnership with other donors (2013-2015, if applicable)	Name of the project	Donor(s)	Description of the project	Year	Amount of the grant

(h) INSTITUTION – Documents to be attached

- Statute and rules of procedure of the applicant institution*
- Certificate of registration*
- Organisational chart*
- List of Board Members (name, position, number of years in post)*
- Last external audit (if available)*
- Last annual report (if available)*
- Official details of the bank account*
- Precise map of the project location*
- List of the main donors in the last 5 years*

DOCUMENT III – TECHNICAL DOCUMENT

<i>(a) PROJECT – General Information</i>		
Name		
Sector		
Location	City/village	
	District	
Duration		
Summary <i>(please include the following elements: justification/rationale; main objective; main activities. See more details in section c) Project –description)</i>		

<i>(b) PROJECT MANAGER – Contact Information</i>	
Name	
Position	
Phone number	
Email	



<i>(c) PROJECT – Description</i>	
<p>Context <i>(please describe precisely the background of the project, what the needs in the sector/area are, why you think this project is justified/relevant, how it responds to the needs identified. Indicate also potential previous actions in the sector/area.)</i></p>	
<p>Compliance with FSD priorities:</p> <ul style="list-style-type: none"> - support to income-generating and job creation activities mainly in Gaza and in refugee camps; - education in East Jerusalem; - Water and sanitation in area C. 	
<p>Beneficiaries <i>(please indicate the number, age, gender of direct and potential indirect beneficiaries of the project)</i></p>	

<p>Main objective and specific objectives if applicable <i>(please indicate the broad impact of the project)</i></p>		
<p>Expected results <i>(please indicate the direct/tangible outcomes that the project is expected to deliver, including the expected benefits to the target group)</i></p>	<p>Expected results <i>(qualitative and quantitative)</i></p>	<p>Indicators of success <i>(how the results are to be measured including quantity, quality and duration)</i></p>
	<p>R.1. ...</p>	
	<p>R.2. ...</p>	
	<p>...</p>	
<p>Activities <i>(please describe precisely the activities/tasks that have to be undertaken to deliver the desired results, according to each expected result)</i></p>	<p>R.1.</p>	<p>A.1.1. ...</p>
		<p>A.1.2. ...</p>
		<p>...</p>
	<p>R.2.</p>	<p>A.2.1. ...</p>
		<p>A.2.2. ...</p>
		<p>...</p>
	<p>...</p>	<p>...</p>
<p>...</p>		
<p>...</p>		
<p>Role of the beneficiaries <i>(if applicable)</i></p>		

<p>Role of the partners <i>(if applicable)</i></p>	
<p>Risks in project implementation</p>	
<p>Appreciation of the project financial, social and economic sustainability <i>(please indicate how you plan to ensure the viability and continuation of the project after the implementation phase)</i></p>	

<i>(d) PROJECT – Staff assigned to the project</i>				
Staff	Name	Position	Qualification	Responsibilities in the project

(e) PROJECT – Summary table

Expected results	Activities	Quantified indicators of success	Human resources	Funded by
<i>Example :</i> R.1. Ensure direct access to quality water for 50 families.	<i>Example :</i> -A.1.1. installation of cisterns; -A.1.2. installation of pipes; -A.1.3. installation of natural filters.	<i>Example :</i> -50 households have direct access to quality water; -50 cisterns have been installed; - 250m of pipes have been installed (5m per family); - 50 natural filters haven been installed; - water is drinkable according to the standards of the World Health Organization.	<i>Example :</i> -Project Manager; - Water Engineer; - Contractor.	<i>Example :</i> -Consulate General of France
R.1.	- A.1.1. - A.1.2. - ...	- - -	- - -	- - -
R.2.	- A.2.1. - A.2.2. - ...	- - -	- - -	- - -
...	- ... - ... - ...	- - -	- - -	- - -

(f) PROJECT – Indicative action plan

Year	Year 1												Year 2											
Month	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12
Activity 1.1.																								
Activity 1.2.																								
Activity 2.1.																								
Activity 2.2.																								
...																								

(g) PROJECT – Monitoring & Evaluation

<p>Methods of monitoring (<i>please indicate how and how frequently will the project be monitored, as well as who will be in charge of the monitoring</i>)</p>	
<p>Methods of final evaluation (<i>please indicate how the project will be evaluated and who will be in charge of the final evaluation</i>)</p>	

(h) PROJECT – General budget

Source	Amount (NIS)	Per Cent (%)
FSD grant		(< 70 %)
Applicant institution		(> 10 %)
Beneficiary community (<i>if applicable</i>)		
Other donors (<i>if applicable</i>)		
Total budget		100 %



<i>(i) PROJECT – Indicative detailed budget</i>				
Item	Details	Total budget (NIS)	FSD contribution (NIS)	FSD contribution (EUR)
Example: Activity 1.3. installation of natural filters				
Material and equipment				
50 natural filters	50 filters * 1400 NIS	70 000	70 000	
Salaries				
Contractor (installation of filters)	50h * 100 NIS	5 000	4 000	
Trainer on maintenance of the filters (for the beneficiaries)	2h * 200 NIS	400	0	
Activity 1.1. ...				
Material and equipment				
Please specify				
...				
Salaries				
Please specify				
...				
Others				
Please specify				
...				
Activity 1.2. ...				
...	
General costs of the project				
Salaries				
Please specify				
...				
Transports				
Please specify				
...				
Communication				
Please specify				
...				
Visibility (of the project and the French contribution)				
Please specify				
...				
Potential administrative costs (< 7% of the French contribution)				
Please specify				
...				
Stationeries				
Please specify				
...				
Others				
Please specify				
...				
TOTAL				



(j) PROJECT – contact information of other donors (if applicable)

Name	Activity	Address	Phone number	E-mail
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
...

(k) PROJECT – Any other information