

**A logo for a community

Description automatically generatedPRIORITY PACKAGE**

Support Request Form

1. **Action Summary Table**

|  |  |
| --- | --- |
| **Question** | **Answer** |
| **Name of the Action** |  |
| **Start date** | dd/mm/yyyy |
| **End date (**All actions should be finalized latest by 30 October 2025) | dd/mm/yyyy |
| **Thematic field of action** | **Priority thematic fields:**  **☐ Animal rights**  **☐ Children’s rights**  **☐ Disability and accessibility rights**  **☐ Elderly rights**  **☐ Gender equality and women’s rights**  **☐ Right to the city**  **☐ Youth**  Other thematic fields:   * Arts * Civil society enabling environment * Culture and cultural heritage * Democratic rights * Diversity and inclusion * Economic and social rights * Education * Fight against human trafficking * Health * LGBTI+ rights * Media freedom * Nature, environment, ecology * Participatory and good governance * Peace and reconciliation * Poverty reduction * Refugee and migrant rights * Rural development * Sports * Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (please elaborate) |
| **Region or regions where activities will take place** | **Priority regions:**  **☐ Karpasia/Karpaz**  **☐ Lefka/Lefke**  **☐ Morphou/Omorfo**  **☐ Trikomo/İskele**  Other regions:   * Famagusta * Kyrenia * Nicosia * Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (please elaborate) |
| **Which describes you the best the request owner?** | ☐ Activist  ☐ Registered or unregistered civil society organisation  ☐ Unregistered multi-communal civil society organisation or platform  ☐ Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Please elaborate) |
| **Total in-kind budget requested for the proposed action** (maximum 2000 EUR) | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ EUR |
| **Summary of action** (please summarize your action in a few sentences)  You may use a summary formulation provided or change/revise it as you see fit. | This action aims to \_\_\_\_\_\_\_\_\_\_\_\_by implementing the following activities: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. The main results and outputs of the action will be \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. |

1. **Information about the request owner:**

**For activist request owners:**

|  |  |
| --- | --- |
| Name of activist |  |
| Address |  |
| Region | **Priority regions:**  **☐ Karpasia/Karpaz**  **☐ Lefka/Lefke**  **☐ Morphou/Güzelyurt**  **☐ Trikomo/İskele**  Other regions:   * Famagusta * Kyrenia * Larnaca * Limassol * Nicosia * Paphos * Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (please elaborate) |
| Age |  |
| Gender | * Female * Male * Non-binary * Don’t want to respond |
| e-mail |  |
| Mobile number |  |
| Landline (if available) |  |
| Web And Social Media Accounts (if available) | Facebook \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Instagram \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Twitter \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  YouTube \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Linkedin \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Bluesky \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Action number of Grow Civic supported actions (if relevant) |  |

**For CSO request owners:**

|  |  |
| --- | --- |
| Name of CSO |  |
| Address |  |
| Region | **Priority regions:**  **☐ Karpasia/Karpaz**  **☐ Lefka/Lefke**  **☐ Morphou/Güzelyurt**  **☐ Trikomo/İskele**  Other regions:   * Famagusta * Kyrenia * Nicosia * Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (please elaborate) |
| Name of the board representative |  |
| Title/position of the board representative |  |
| E-mail of the board representative |  |
| Mobile number of the board representative |  |
| Type of CSO | * Registered association * Registered foundation * Unregistered citizen’s initiative * Unregistered multi-communal citizen’s initiative * Unregistered multi-communal platform/network/coalition * Non-profit company * Non-profit cooperative * Unregistered platform/network * Registered professional/vocational association/chamber/union * Unregistered professional/vocational initiative * Labor union * Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (please elaborate) |
| Field of Work | **Priority thematic fields:**  **☐ Animal rights**  **☐ Children’s rights**  **☐ Disability and accessibility rights**  **☐ Elderly rights**  **☐ Gender equality and women’s rights**  **☐ Right to the city**  **☐ Youth**  Other thematic fields:   * Arts * Civil society enabling environment * Culture and cultural heritage * Democratic rights * Diversity and inclusion * Economic and social rights * Education * Fight against human trafficking * Health * LGBTI+ rights * Media freedom * Nature, environment, ecology * Participatory and good governance * Peace and reconciliation * Poverty reduction * Refugee and migrant rights * Rural development * Sports * Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(please elaborate) |
| Year of establishment/ foundation |  |
| e-mail of CSO |  |
| Landline telephone no. (if available) |  |
| Web And Social Media Accounts (if available) | Facebook \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Instagram \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Twitter \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  YouTube \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Linkedin \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Bluesky \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Number of members |  |
| Number of volunteers |  |
| Project numbers of EU funded projects (if relevant) |  |
| Action numbers of Grow Civic supported actions (if relevant) |  |
| Contact person’s name |  |
| Title/position of the contact in person in the CSO |  |
| E-mail of the contact person |  |
| Address of the contact person |  |
| Mobile number of the contact person |  |

1. **Please explain the relevance and details of your action with the Priority Package.**

* **How will your action address the thematic field(s) you have selected?**  
  Please explain how your action contributes to the rights-based thematic field(s) you choose (e.g., animal rights, children’s rights, disability & accessibility rights, elderly rights, gender equality & women’s rights, right to the city, youth).
* **How does your action relate to the priority geographic areas of this call?**  
  Please explain contributions and benefits your action will bring to the priority regions.
* **How will your action create impact at the local level?**  
  Describe what kind of positive change your action aims to achieve in your community or target region(s).

1. **Information about the proposed action:**

* **What is the issue or problem your action seeks to address?**

*Please describe the background, the need, and the context in which this issue exists. Why is it important in your community or in the thematic area you selected?*

* **What change or impact do you aim to achieve through your action?**

*Describe your main goals and how they relate to the thematic rights area you are working on (e.g., human rights, environmental rights, LGBTI+ rights, etc.).*

* **Who will benefit from or participate in your action?**

*Tell us about the people, groups, or communities your action will involve or support. If your action targets disadvantaged groups or rural/underrepresented regions, please highlight this. Provide numbers for each target group when possible.*

* **How will your action involve or influence relevant duty bearers and stakeholders (e.g., local bodies, academia, local communities, business sector, other CSOs)?**

*If yes, list these duty bearers and explain how your action will engage with each of them and what role they will play during or after the proposed action.*

1. **Activities of the Action**

*Please write the activities that you plan to undertake in order to achieve your goals and objectives. (Add as many rows as you want)*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of the Activity** | **Start – End Date** | **Location** | **Target Group(s)** – who will take part – enumerate them | **Description** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

1. **Budget of the Action**

Please write the approximate cost of each activity you wish to be supported. Maximum budget support cannot exceed 2.000 EUR. The budget information input above is just an example to provide clear information for requesters. Please delete the exemplary lines on the budget and fill it with your relevant budget items.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of activity (please use the activity names mentioned in Q5 above)** | **Budget Item**  **(Please refer to Annex 1 below)** | **Total items/persons** | **# units** | **Unit price (EUR)** | **Total amount (EUR)** |
| Example: Activity 1 Conference | Accommodation costs | 10 people | 2 days | 20 EUR | 400 EUR |
| Example: Activity 1 Conference | Catering costs | 20 people | 2 days | 10 EUR | 400 EUR |
| Example: Activity 2 Social media campaign | Design costs of 2 visuals | 2 visuals | 1 activity | 75 EUR | 150 EUR |
| Example: Activity 2 Social media campaign | Advertisement (on social media platforms) | 2 visuals | 1 time | 10 EUR | 20 EUR |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **Total** | | | | | **970 EUR** |

**Important Note:**

\* If you need to check EUR estimates for TL costs, you can use the InfoEuro rate that you can find at the following address, which can give you an indicative estimate: <http://ec.europa.eu/budget/contracts_grants/info_contracts/inforeuro/inforeuro_en.cfm>

1. **Expert Support**

* If you think you will need expert support for your action, please indicate which activity and in what area of expertise you will need support.
* If applicable, please describe what you expect the expert to do and what kind of results or outputs they will help produce. Also, indicate how many total days of support you estimate will be needed.

**Annex 1 – Eligible Budget Items**

1. **Costs for travel and transportation:**
   * Travel and transportation expenses
   * Accommodation costs
   * Per diems, subsistence allowances
2. **Costs for the organisation of participation in events:**

* Rental fees for venues
* Catering costs
  + Fees for participation in events (e.g., conferences, workshops, panels) and membership fees to networks
  + Association/platform/network establishment costs
* Translation and interpretation services
  + Special requirements for events (e.g., stationery, ambulance, childcare, PCR tests)
  + Stationery costs and other material costs (including artistic-related costs) related to event organisation
  + Equipment and furniture rentals (rental cost cannot exceed the 1/3 of the purchasing value of the relevant equipment/furniture)
  + Costs for exhibitions, stands
  + Communication costs (mobile phone credits) related to events/activities

1. **Costs for video production and post-production:**
   * Film, documentary, video shooting (e.g., montage, formatting, editing, mounting), radio programs, podcasts
   * Translation and interpretation services
   * Advertisement costs
2. **Design, production or printing of visibility/communication/promotional material**s (e.g., books, reports, brochures, posters, reports, flyers, roll-ups, pennants, posters, pens, website)

* Design costs
  + Printing costs
  + Dissemination costs
  + Translation services
  + Advertisement costs
  + Website costs (e.g., database, design, hosting)
  + Purchasing and subscription fees of digital tools required for the action
  + Design and management of digital and social media tools
  + Studies, research, evaluation services

Other costs which are not specified here are subject to the approval of the EU Programme Manager.

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**THANK YOU!**

metin, yazı tipi, ekran görüntüsü, logo içeren bir resim

Yapay zeka tarafından oluşturulan içerik yanlış olabilir.