



Financed by ENI CBC Mediterranean Sea Basin Programme
2014-2020

Subgrant application form
for game development proposals

Reference:

[MED GAIMS Round 1]

[MED GAIMS Round 2]

Deadline for submission of application:
[15 September 2020]

[30 October 2020]

Title of the action:	
Location(s) of the action:	<i>Italy, Jordan, Lebanon, Spain</i>
Name of the applicant	
Name of the co-applicants	

Applicant's contact details for the purpose of this action	
Postal address:	
Telephone number:	
Contact person for this action:	
Contact person's email:	

NOTICE

Where you see < ... >, enter the information relevant to the call for proposals in question.

The phrases in square brackets [] should only be included if appropriate.

Any other part of these standard instructions should not be modified.

Please remember to delete this page, any other text with yellow highlighting and all square brackets in the final version.

INSTRUCTIONS FOR DRAFTING THE APPLICATION FORM

The applicant must ensure that your application:

- includes Page 1 of this document, filled in and submitted as a cover page;
- includes the table of the summary of the action;
- includes the description of the action (not exceeding 2 pages) and the relevance of the action (not exceeding 3 pages), the format for both documents being A4 size with 2 cm margins, Arial 10 font characters and single line spacing;
- provides the information requested under the headings below, in the order requested, and in proportion to its relative importance (see the relevant scores in the evaluation grid in the guidelines for applicants);
- provides full information (as the evaluation will be based solely on the information provided);
- is drafted as clearly as possible to facilitate the evaluation process.

1. Summary of the action

Please complete the table below.

Title of the action:	
Location(s) of the action: — specify country(ies), region(s) that will benefit from the action	
Total duration of the action (months):	
Requested EU contribution (amount)	<amount in EUR>
Estimated amount of necessary equipment	<amount in EUR>
Target groups ¹	
Final beneficiaries ²	

2. Description of the action (max 2 pages)

Please provide all the following information:

- Explain the objectives of the action
- Define and describe the target groups and final beneficiaries, their needs and constraints, and state how the action will address these needs and improve their situation.
- Briefly outline intervention logic underpinning the action, indicating the expected outputs and outcome. Include a detailed list of outputs with indicators and target values
- Briefly outline the type of activities proposed.
- Outline the broad timeframe of the action and describe any specific factor taken into account.

¹ 'Target groups' are the groups/entities who will directly benefit from the action

² 'Final beneficiaries' are those who will benefit from the action in the long term

3. Relevance of the action (max 1 page)

Please provide all the following information:

- Describe the relevance of the action to the objective(s) of the call for subgrant proposals.
- Indicate any specific added-value elements of the action.

4. Indicative action plan

Activity	Month 1	2	3	4	5	6	7	8	9	10	11	12	Implementing body
Preparation Activity 1 (title)													Applicant or co-applicant #
Execution Activity 1 (title)													Applicant or co-applicant #
Preparation Activity 2 (title)													Applicant or co-applicant #
etc.													

5. Experience of applicant and co-applicants

Please provide a description of actions of a comparable scale to the one for which a grant or subgrant was managed by your organisations in the past three years. Please also include an updated CV for each team member.

Maximum ½ page per action.

Name of the applicant or co-applicant:					
Project title:					
Location of the action	Cost of the action (EUR)	Role in the action (coordinator, co-beneficiary)	Name of donor	Amount contributed (by donor)	Dates (from dd/mm/yyyy to dd/mm/yyyy)
...
Short description of objectives and results of the action					

6. Identification of applicants and co-applicants

Fill-in one table for the applicant and each co-applicant.

Applicant	
Name	
Abbreviation	
Registration number (or equivalent)	
Official address of registration	
Country of registration	
Legal status (profit-making, NGO or public)	
Website of the organisation	
Telephone number	

Co-applicant #1	
Name	
Abbreviation	
Registration number (or equivalent)	
Official address of registration	
Country of registration	
Legal status (profit-making, NGO or public)	
Website of the organisation	
Telephone number	

Declaration by the applicant

The applicant, represented by the undersigned, being its authorised signatory [and in the context of the present application, representing any co-applicant(s) in the proposed action], hereby declares that:

- the applicant has the financial capacity and professional competence and qualifications to implement the proposed action;
- in case of co-applicants [the applicant undertakes to comply with the obligations foreseen with the principles of good partnership practice];
- the applicant is directly responsible for the preparation, management and implementation of the action with the co-applicant(s) if any, and is not acting as an intermediary;
- the applicant and the co-applicant(s) are not in any of the situations excluding them from participating in contracts foreseen by the applicable legislation
- the applicant and each co-applicant (if any) are eligible in accordance with the criteria set out in the guidelines for applicants;
- if recommended to be awarded a grant, the applicant and the co-applicant(s), if any accept the contractual conditions as laid down in the standard subgrant contract annexed to the guidelines for applicants.

We acknowledge that if we participate in spite of being in any of the situations for exclusion or if the declarations or information provided prove to be false, we may be subject to rejection from this procedure.

Signed on behalf of the applicant

Name	
Signature	
Position	
Date	

Mandate of the co-applicants

The co-applicant(s) authorise the applicant <indicate the name of the organisation> to submit on their behalf the present application form and to sign on their behalf the standard grant contract with <indicate the name of the contracting body>, as well as, to represent the co-applicant in all matters concerning this grant contract.

I have read and approved the contents of the proposal submitted to the contracting authority. I undertake to comply with the principles of good partnership practice.

Name:	
Organisation:	
Position:	
Signature:	
Date and place:	