ALTERNATIVE PATHWAYS ALBANIA

Reducing Irregular Migration from Albania to the UK, by providing alternative pathways to Albanian youth

**Alternative Pathways GRANT SCHEME**

**Application Form**

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| **Title of the project** | *Insert title* |
| **Lot Number**  ***(choose only one LOT[[1]](#footnote-1))*** | *Insert the number of the LOT (LOT 1, LOT 2 or LOT 3)* |
| **Organisation Name** | *Insert name of the organisation/legal entity of the Applicant* |
| **Location** | * *Insert the municipality where the organisation is from :*   *…….*   * *Insert the municipalities covered by the project. (If relevant, specify the Administrative Units also) :*   *….* |
| **Requested Amount** | *GBP[[2]](#footnote-2)* |
| **Partner Organisation Name and Location (if relevant)** | *If there is a partnership, Insert the name of the partner and where it is located/established* |
| **Grant period** | *Insert proposed start and end date of the project implementation.*  *(end date cannot be later than 28 February 2025 and implementation period cannot be longer than 8 months)* |

Please add the main information about the applying organisation, including the person who will be the main point of contact throughout the application process and if successful, managing the grant.

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| **Legal entity name** (as per registration certificate) |  |
| **Date of registration** |  |
| **Legal representative name** |  |
| **Address** *(street, admin unit/municipality)* |  |
| **Website** |  |
| **Contact person name and position** |  |
| **Telephone** |  |
| **Email** |  |
| **Key web and social media channels** |  |
| **Ownership and legal status**  ***(public, private/commercial, CSO, foundation, media outlet, other - specify)*** |  |
| **Focus and mission.**  *typology, geography, mission, special focus, etc* |  |
| **Experience and Expertise**  *Previous experiences in similar projects / initiatives, sector, and regions. Attach a CV of the Organisation (and its partner organisation if relevant)* |  |

To the best of your ability, please address all the relevant items listed below in your application. Please follow the instructions provided for each part of this Application Form. Use **Arial 11 font**.

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| 1. **SUMMARY (max 1 page)** | |
| **1.1 Project Title** |  |
| **1.2 Summary of Project Intervention**  (including the region/municipalities to be covered by the Project) |  |
| **1.3 Main objective(s) of proposed project** |  |
| **1.4 Partners and Collaborators**  *(list the partner/s you will have for the implementation, and major collaborators)* |  |
| **1.5. Project Duration and Budget Requested** | *Project Duration (in months) : ….*  *Budget requested : …….* |

If there is an official partnership proposed, please provide the following information on the partner organisation/informal group :

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| **Name of the Partner** |  |
| **Location of the Partner** |  |
| **Date of registration/establishment** |  |
| **Legal representative name / Leader** |  |
| **Address and webpage/social media** |  |
| **Contact person name and position** |  |
| **Telephone** |  |
| **Email** |  |
| **Legal status of the partner**  *(public, private/commercial, CSO, foundation, media outlet/organisation, informal group; other - specify****)*** |  |
| **Focus and expertise / experience of the Partner**  *typology, geography, mission, expertise, special focus, etc* |  |

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| 1. **PROBLEM ANALYSIS AND IMPLEMENTATION** |
| * 1. **Context and Problem Analysis**   *What is the key problem/challenge your proposal is trying to address and influence change? Explain the context (external and internal factors) in which this problem exists and opportunities to intervene.* |
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| * 1. **Activities**   **List and describe the methodology and activities you will undertake, including visibility and media outreach activities.**  *In addition, please fill in the Activity Plan (Annex 1) which includes the list of deliverables/outputs and activities with a detailed timeline*  *IMPORTANT NOTE: The project should include activities that actively engage young people from 13 years old and up, grass root communities, diverse women, minorities and other underrepresented communities.*  *Activities that bring creative and innovative approaches are highly encouraged.* |
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| * 1. **Expected Results and Impact**   *List and describe the project Results, outputs/deliverables and indicators:*   * *Results that will be visible at the end of the project – changes/impact you aim to influence.* * *Key outputs you must deliver/produce to achieve stated results.* * *Indicators of success and targets. (Try to be specific and quantify results)* |
| |  | | --- | | * 1. **Target groups and beneficiaries**   *Who are your target groups and how will you address their needs? How many people will* be directly included in the action?  Does the proposal envisage involvement of women, youth, diaspora, other underrepresented communities, and how do you plan to address these groups in your action? | |  | | * 1. **Risks and mitigation measures**   *Describe the main internal and external risks or challenges which could threaten the implementation of the project and specify the measures planned for mitigation of the risks.* | |  | | * 1. Please list the team that will be responsible for the implementation. List their names and positions/responsibilities. **Participation of women and youth is highly encouraged**. | |  | |

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| 1. **Project Implementation Experience** |

Please provide information on at least 3 major donor funded projects / programmes your organization implemented the past. This should also include ongoing similar projects.

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|  | * + - * + Project name | * + - * + Short description of project and main outcomes. | * + - * + Donor organisation name | * + - * + Amount of project budget | | * + - * + Period of implementation |
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| 1. DECLARATION AND CHECK LIST |

**5.1 Privacy notice**

This project is managed by the British Council Albania on behalf of the UK Foreign, Commonwealth & Development Office (FCDO). The British Council Albania will use the information you are providing for the purpose of assessing your Application Form and securing your participation in this Project. We may pass this information on to other organisations, including the consortium and selection panel members in order to assess your application and to administer and evaluate the programme.

Under UK data protection law, you have the right to ask for a copy of the information we hold on you, for which we may charge a fee, and the right to ask us to correct any inaccuracies in that information. If you want more information about this, please contact your local British Council office or see our website: <https://www.britishcouncil.org/privacy-cookies/data-protection>

The British Council wishes to publish information on successful applications (including the summary provided on the first page of this form) on their website, in promotional materials disseminated through any medium, and in reports and documents. The British Council will not publish personal details on their website or via other media without prior permission.

**5.2 DECLARATION to be signed by the applicant**

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| The applicant is not guilty of misrepresentation in supplying the information required as a condition for participation in the grant award procedure or of failure to supply this information. | | I confirm the above |
| Upon the completion of Step 2 of the evaluation process, the project will conduct the Due Diligence check. The applicant must provide the British Council with all information reasonably requested by the British Council to complete the screening searches. | | |
| **Signatures**  **I certify that I am authorised to submit this Application on behalf of the named organisation and have read and understood the terms above.** | | | |
| **Signature of legal representative** | **Date** | | |
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Annexes and Supporting documents

1. Annex 1 – Activity Plan
2. Annex 2 – Budget Form
3. Registration documents (certificate) of the legal entity confirming that it is registered within the country of application,
4. Financial statements for 2022 and 2023 calendar year
5. Certificate from relevant tax authority that the legal entity has paid all due taxes, in accordance with local legislation, and issued no earlier than January 2024.
6. Statute of the organisation.
7. CV of the organisation
8. CVs of the main working group.
9. If there is a partnership proposed :
   * + Legal registration and statute of the partner organisation(if relevant)
     + CV of the partner organisation/informal group
     + Memorandum of collaboration

The Application Form with supporting documents must be sent to [info.albania@britishcouncil.org](mailto:info.albania@britishcouncil.org) within the deadline June 6th, 2024with the email subject consisting of the name of the LOT and Name of the applicant. (i. e LOT 1\_Name of the Applicant).

Documents must be submitted via email in word/excel and pdf format (signed version).

Applications might be submitted in English or Albanian, but English would be the preferred option.

1. One organization can apply to more than one LOT, but separate application forms need to be submitted for each LOT. Only one grant could be awarded to one organization. [↑](#footnote-ref-1)
2. GBP – Great Britain Pound [↑](#footnote-ref-2)