**Application Form**

1. **General Information**

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| Name of institution or private applicant: |
| Registry code or personal ID code: |
| Postal address: |
| Phone: |
| Email address: |
| Bank details[[1]](#footnote-1) (i.e. bank name and address, international bank account number (IBAN), BIC/SWIFT code): |
| Title of the application: |
| Person responsible for the activities: |
| The period during which the grant will be used[[2]](#footnote-2)**:** |
| **Amount requested:** |

1. **The overall objective of the project**[[3]](#footnote-3)

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1. **Description of the project action plan**[[4]](#footnote-4) **or the organisation's annual work plan**[[5]](#footnote-5) **(proposed activities, justification of the need for the activities, performers and location of the activities). For projects, please ensure that the action plan is closely linked to the budget (point 5).**

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1. [[6]](#footnote-6) **Expected results and method of making the results of the project available to the public**

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1. **Impact, sustainability and relevance of the planned activities to the general public**

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1. **Project Budget** (indicating costs by category, e.g. travel, accommodation, etc.) or, if an operational grant is requested, then main categories of expenditure and sources of income of the organisation should be presented. Please note that the applicant’s own contribution and co-financing (if any[[7]](#footnote-7)) should also be presented here.

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The application must be accompanied by a CV of the person responsible for the planned activities.

**I/We hereby confirm that the information provided in the application is accurate, correct and complete.**

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| **Name and position of the applicant** |  |
| **Authorized Representative** (name, date, and signature (digital or on paper) |  |

1. If your bank account is in a bank outside of Estonia, an international bank account number (IBAN) and BIC code must be provided. [↑](#footnote-ref-1)
2. The maximum period is 01.01.2023–31.12.2023. [↑](#footnote-ref-2)
3. To be filled if support is requested for a project. [↑](#footnote-ref-3)
4. The project action plan must be submitted if support is requested for a project. [↑](#footnote-ref-4)
5. The association's annual work plan must be submitted if an operating grant is applied for. NB! Operating grants can be applied for by Estonian archival centres operating abroad, whose main task is to collect, preserve and enable the access to Estonian cultural heritage (including the acquisition of archives of other organisations and persons), and associations and co-operation networks of organisations established to support this goal. [↑](#footnote-ref-5)
6. To be completed if support is requested for a project. [↑](#footnote-ref-6)
7. It is recommended that applicants provide their own contributions or find co-financing. [↑](#footnote-ref-7)