



**Project LB:** Comitato Internazionale per lo Sviluppo dei Popoli

**REvitalization of Sustainable Tourism  
Across Regions in The MEDiterranean  
RESTART MED! C\_A.1.3\_0054**

Financed by the ENI CBC Med 2014 2020 Programme

**Subgrant application form**

Promoting sustainable tourism in the Mediterranean

**Reference: call for sub-grant proposals number 1**

Deadline for submission of application: 16 October 2022

Title:	
Location(s):	<specify country(ies), region(s), area(s) or town(s) that will benefit from the subgrant(s)>
Name of the applicant	

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

**09 March 2022**

Subgrant application form

## **INSTRUCTIONS FOR DRAFTING THE APPLICATION FORM**

There is no specific template for the application form, but the applicant must ensure that the text:

- includes Page 1 of this document, filled in and submitted as a cover page;
- includes the table of the summary of the subgrant(s) activities;
- includes the description of the subgrant(s) activities and their relevance
- 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 subgrant(s)

Please complete the table below.

Title of the subgrant(s):	
Location(s) of the subgrant(s)— specify Region(s), Province(s), Municipality(ies)	
Total duration of the subgrant Project/initiative (months):	
Requested EU contribution (amount)	<amount in EUR>
Requested EU contribution as a percentage of total eligible costs (indicative)] (if contribution by the applicant is foreseen)	%
Total indicative budget	<amount in EUR>
Target groups <sup>1</sup>	
Final beneficiaries <sup>2</sup>	

## 2. Description of the subgrant (max 2 pages)

Please provide all the following information:

Please provide all the following information:

- Describe the applicant and the partnership
- Specifying role and responsibilities of the applicant and partners in the activities
- Give the background to the preparation of the action.
- Describe the key stakeholder groups involved, their attitudes towards the action, any consultations held with them and role in the action.
- Explain the objectives of the project
- Define and describe the target groups and beneficiaries and expected impact
- Briefly outline the type of activities proposed.
- Outline the broad timeframe of the project implementation and describe any specific factor taken into account.

---

<sup>1</sup> 'Target groups' are the groups/entities who will directly benefit from the subgrant(s)

<sup>2</sup> 'Final beneficiaries' are those who will benefit from the subgrant(s) in the long term

### 3. Sustainability challenges (Maximum ½ page)

Please provide the following information:

How likely the action reinforces the following sustainability pillars in tourist sector?

See definition from UNWTO: <https://www.unwto.org/sustainable-development>

- environmental sustainability
- socio-cultural sustainability
- economical sustainability

### 4. Relevance (max 1 page)

Describing relevance of the action please provide following information:

- How relevant is the proposal to the objectives of the call?
- Does the project affect the overall concerned territory and involve/provide benefits to the greater number of public and private actors of the territory?

### 5. Partnership / no. of actors involved (Maximum ½ page)

Please provide all the following information:

- Has the proposal the action been jointly identified with a number of different actors from the target territory?
- Does the action foresee the participation of a number of different partners and stakeholders from the target area/s in the implementation process?

### 6. Long-lasting effects of the action (Maximum ½ page)

Taking into account the characteristics and details of the action in terms of target audience, information channels and media used, kind of material produced, events organized, etc.,

- is the visibility initiative likely to continue and/or produce long lasting expected effects after the end of the subgrant?

### 7. Indicative action plan

Activity	Month 1	2	3	4	5	Implementing body
Activity 1 (title)						Applicant /partners
Activity 2 (title)						Applicant /partners
Activity 3 (title)						Applicant /partners
etc.						

4. **Experience of applicant** Please provide a description of minimum 3 actions of a comparable scale to the one for which a grant or subgrant was managed by your organisations in the past three years.

(add tables for additional experiences if needed)

<b>Name of the applicant</b>						
<b>Project title:</b>						
<b>Location</b>	<b>Amount of the grant</b>	<b>Role</b> (Applicant/coordinator, co-beneficiary)	<b>Name of donor</b>	<b>Amount contributed</b> (by donor)	<b>Dates</b> (from dd/mm/yyyy to dd/mm/yyyy)	<b>Other actors involved</b> Co-applicant, partners, stakeholders
...	...	...	...	...	...	
<b>Short description of the project/initiative implemented</b>						

<b>Name of the applicant</b>						
<b>Project title:</b>						
<b>Location</b>	<b>Amount of the grant</b>	<b>Role</b> (Applicant/coordinator, co-beneficiary)	<b>Name of donor</b>	<b>Amount contributed</b> (by donor)	<b>Dates</b> (from dd/mm/yyyy to dd/mm/yyyy)	<b>Other actors involved</b> Co-applicant, partners, stakeholders
...	...	...	...	...	...	
<b>Short description of the project/initiative implemented</b>						

<b>Name of the applicant</b>						
<b>Project title:</b>						
<b>Location</b>	<b>Amount of the grant</b>	<b>Role</b> (Applicant/coordinator, co-beneficiary)	<b>Name of donor</b>	<b>Amount contributed</b> (by donor)	<b>Dates</b> (from dd/mm/yyyy to dd/mm/yyyy)	<b>Other actors involved</b> Co-applicant, partners, stakeholders
...	...	...	...	...	...	
<b>Short description of the project/initiative implemented</b>						

## 8. Identification of applicants

Fill-in one table for the applicant.

<b>Applicant</b>	
<b>Name</b>	
<b>Abbreviation</b>	
<b>Registration number (or equivalent)</b>	
<b>Official address of registration</b>	
<b>Country of registration</b>	
<b>Legal status</b>	
<b>Website of the organisation</b>	
<b>Telephone number</b>	

CHECKLIST	YES	NO	N/A
Before sending your concept note check that each of the criteria below have been met in full:			
1. The correct sub grant application form has been used.			
2. The Instructions for the sub grant application have been followed.			
3. The proposal is typed and is written in English or Italian and attached			
4. The Declaration by the applicant (Annex C) has been filled in, signed and attached			
5. <u>General Information about the company form</u> (Annex D) ) has been filled in, signed and attached  (it is also possible to attach any other informative document about the applicant illustrating its experience and field of activity)			
6. <u>De minimis declaration</u> (Annex E) has been filled in, signed and attached			
7. Partner(s)'s Declaration(s) of Intent or similar documents showing the commitment of the Partner(s) to the action has been signed and attached			
8. Applicant annual turnover budget of the last three years has been attached			
9. The action will be implemented in an eligible country(ies) Region(s) Area(s)). indicated in section 2.1.2 of the guidelines			
10. The duration of the action correspond to the duration criteria indicated in the guidelines - minimum 2 month and maximum 4 months indicated in section 1.2 of the guidelines			
11. The requested EU contribution (amount) is within the minimum and maximum amount allowed indicated in section 2.1.2 of the guidelines			