

## SIMPLIFIED PROPOSAL (max 5 pages)

### Section 1: Information about the application

Title of project		Location (city, region, country)	
Budget amount		Duration (dd/mm/yy- dd/mm/yy)	
New NHC project	yes/no (or "tick relevant box")	Continuation of NHC project	yes/no (or "tick relevant box")
This project will be co-funded (please provide details in section 5)	yes/no (or "tick relevant box")	Proposal for funding also pending with other donors (please provide details in section 5)	yes/no (or "tick relevant box")

### Section 2: Information about the applicant

#### 2.1 About the applicant

Name of organization/applicant			
Contact information (address, website, e-mail and phone)			
Contact person		Contact information (e-mail, phone)	
Main aims of the applicant			
Number of staff		Number of volunteers	

Approximate annual budget	
References for your organization, with contact information	

## 2.2 About financial support, including project support from the NHC

Donor	Project title	Grant amount	Support period (dd/mm/yy-dd/mm/yy)	Name of contact person	Contact information

## Section 3a: Information about the project (internal actions)

### 3a.1 Project description

Selection of goals and target groups	<p><b>Objectives:</b></p> <p>Please list any relevant thematic project objectives below (for example <i>promotion of freedom of expression, increasing support mechanisms for torture victims, documentation of grave human rights violations</i> etc.):</p> <p><b>Target groups</b></p> <p>Please list any relevant target groups and/or beneficiaries below:</p>
Project description (maximum 1 page)	

### 3a.2 Risk mitigation

Identified risks in your project	Probability of the risk manifesting (low, medium, high)	Impact of the risk on your project, if it manifests (low, medium, high)	Risk mitigation: how will you deal with identified risk?

### 3a.3 Implementation plan:

Goal	Activity	Start	Finish

### Section 3b: Information about the project

Plans for visibility and public outreach	
In what way will the project contribute to the sustainability of your organization?	
In what way will you follow up on the results of your project?	
In what way will you coordinate with national and international state and non-state actors?	

### Section 4: Relevance for NHC collaboration

In what way can NHC assist in promoting your project?	
Added value of the NHC: Why do you want to cooperate with the NHC on this particular project?	

### Section 5: Budget narrative

Which positions and functions will be covered by the project, what will their engagement be, and the % of their salary that will be covered by the project?	
What administrative costs are foreseen to be covered by the project, and what %?	
Describe any foreseen procurements	
Explain any cost share with other donors	

Other points in the budget that you would like to elaborate on	
--	--