

# APPLICATION FORM

Please fill out this application form after reading the New Cooperation Fund Guidelines attached. (Max. 8 pages)

<b>Title of the project</b>			
<b>Name of the applicant</b>			
<b>Project period<sup>1</sup></b>			
<b>Project location</b>	<input type="checkbox"/> Armenia <input type="checkbox"/> Azerbaijan <input type="checkbox"/> Belarus <input type="checkbox"/> Georgia <input type="checkbox"/> Moldova <input type="checkbox"/> Ukraine		
<b>Safety</b>	<input type="checkbox"/> The project and partners can be made public. <input type="checkbox"/> The project or partners should not be made public. Explain in section 4 below.		
<b>Total project costs in DKK</b>		<b>Funding from other sources</b>	
<b>Total amount applied for in DKK<sup>2</sup></b>			
<b>Thematic areas (it is possible to add several thematic areas)</b>	<input type="checkbox"/> Youth <input type="checkbox"/> Media <input type="checkbox"/> Culture <input type="checkbox"/> Labour Market <input type="checkbox"/> Environment <input type="checkbox"/> Gender		
<b>Place and date:</b>			
<b>Name and signature:</b>			

<sup>1</sup> Please note that all projects should be finalised by the end of 2022.

<sup>2</sup> Only relevant if there is funding from other sources

## 1. PROJECT SUMMARY (10 lines)

*Briefly explain the background and purpose of the project, main activities, and key results. This description should function as a pitch of the project and can be used in the communication of your project.*

## 2. DESCRIPTION OF THE PROJECT

### Contextual analysis

*Please provide a contextual analysis of the intervention, including a contextual analysis of the situation of women and vulnerable groups in the specific context where the intervention will take place.*

### Stakeholder analysis

*Please provide a stakeholder analysis, those who are negatively and positively affected by the intervention.*

### Target group

*Please describe the group/entity that will be directly positively affected by the project.*

### Key Actions/activities

*Please provide a brief narrative of the main project activities that will be carried out to implement the intervention and deliver the identified results. Please describe the cross-regional relation-building and cooperation.*

### Key Results to be achieved

*Please describe how the key results will be achieved and the specific measures implemented to achieve the results.*

## 3. CROSS-CUTTING ISSUES, RISK AND MONITORING

### Human rights considerations, including gender and other grounds of discrimination

*Please describe how different genders benefit equally from the intervention. Please reflect upon other grounds of discrimination (political beliefs, class, education, age, ethnicity, disability, etc..) and how this will be addressed in the intervention.*

### Sustainability

*Please describe how the intervention will ensure sustainability, including how it is anchored in relevant partners, community, networks, etc. Please describe relevant strategies or reflections concerning the project objectives, including HRBA, SDGs, etc.*

### Risk factors and risk management

*Please analyse external and internal risks that may impact the implementation of the intervention and outline how these risks are mitigated.*

## 4. INTERVENTION LOGIC

*Please describe how the planned actions are expected to lead to the desired outputs and outcome.*

### Security and Safety

*Please describe considerations and measures regarding security and safety.*

## 5. SYNERGIES

*Please describe synergies and coordination to other intervention and projects on the ground funded by other donors and how it will ensure greater impact of the intervention.*

### Funding

*Please mention co-funding for the project if any.*

## 6. PARTNERSHIP (10 lines)

*Please describe the partnership between the applicant organisation and the Danish organisation and how it will strengthen a democratically organised civil society and promote the people-to-people exchange of experience.*

*Please describe how the partnership will add value to the existing DANEP, New Democracy Fund and other actors' efforts*

## 7. PROJECT ORGANISATION AND FOLLOW-UP

**Division of tasks and responsibilities within the applicant organisation and the Danish partner**  
*Briefly describe the division of tasks and responsibilities of the applicant organisation and the Danish partner, the project team, their experience, and qualifications.*

### Monitoring and Evaluation

*Please describe how the intervention will be monitored, by which methods, how data is recorded, and how the intervention will be evaluated. How will the intervention ensure lessons learned and how will they be documented?*

## ATTACHMENTS:

- Activity-based budget and a financing plan if relevant. If the project is co-funded, please include the split in the budget (to be attached to the application by the applicant)
- Work plan with a timeline (to be attached to the application by the applicant)

# NEW COOPERATION FUND

## GUIDELINES

### How to apply

Before applying to the New Democracy Fund, New Cooperation, please read the following guidelines.

The application form can be downloaded on [www.newdemocracyfund.org/we-support/new-cooperation-fund](http://www.newdemocracyfund.org/we-support/new-cooperation-fund) and is to be submitted to [newcooperation@newdemocracy.org](mailto:newcooperation@newdemocracy.org) in English. The application form provides guiding questions to the details to be included in the application and summarizes the following:

- Description of who the beneficiary is and justification of why the support is needed and what activities the applicant wishes to receive support for.
- Description of how the partnership will strengthen a democratically organised civil society and promote the people-to-people exchange of experience.
- Description of how the partnership will add value to existing DANEP, New Democracy Fund and other actors' efforts.
- Description of any cross-thematic (based on the five thematic priority areas) and regional elements in the activities.
- Description of gender aspects and human rights considerations.
- Activity-based budget.
- When relevant, documentation of restrictions of civic space, windows of opportunity, and threats towards individuals or groups.

The applicant can receive advice in the writing process by writing to [newcooperation@newdemocracyfund.org](mailto:newcooperation@newdemocracyfund.org). Once the application is complete it should be sent to this e-mail address.

If the project is supported, the administration of the New Cooperation Fund will, where relevant, make a partner assessment of the applicant organisation.

### Background

The New Cooperation Fund represents the New Fund for Democracy's ability to support cooperation between civil society organisations (CSOs) and cultural, educational and knowledge institutions in Denmark and the Eastern Neighbourhood Countries (ENC) – Armenia, Azerbaijan, Belarus, Georgia, Moldova, and Ukraine – to:

- develop new or innovative people-to-people cooperation and exchange of experience
- enable the continuation of existing partnerships for further development of valuable experiences and to contribute to building sustainable partnerships

The New Democracy Fund strives to bring Danish democratic organisational tradition into play through new or innovative forms of cooperation. Historically, the many Danish volunteers and local democratic organisations have been crucial for democratic development or consolidation. Whether it is sports teams, building associations, creative change-makers, gardening groups, workplace 'clubs', or community boards, democratic civil society organisations have provided crucial training fields for the development of a democratic culture.

The funds are channelized through the Danish New Democracy Fund which is administered by a consortium of Danish CSOs (see below) that engages in support to strengthen democratic civil society and lasting sustainable

regional networks between civil society organisations in Denmark and the Eastern Neighbourhood Countries (ENC).

New Democracy Fund focuses on five thematic areas: youth, media, culture, labour market, and environment and climate. These areas are enforced by a cross-cutting emphasis on gender and human rights.

### Purpose

The New Cooperation Fund contributes to the objectives and outcomes of the New Democracy Fund by building sustainable lasting cooperation between CSOs in Denmark and the ENC.

The cooperation should ensure joint learning with regards to engaging in democratic dialogue, hold duty bearers to account, and ensure that the voice of the rights holders is heard.

The New Cooperation Fund goes beyond traditional development assistance, and it will favour strong, innovative, or courageous partnerships that are willing to take risks. Partnerships working within the thematic areas and cross-cutting emphasis – and oriented towards synergy, innovation or breaking new ground. Applicants suggesting possible synergies within other activities implemented under the New Democracy Fund will be taken into positive consideration.

### Eligible applicants

Civil Society Organisations registered in Denmark, Cultural, educational and knowledge institutions registered in Denmark (NGOs and self-governing organisations).

Civil society is defined as democratically organised CSOs, social movements, media, academia, trade unions as well as community-based groups and organisations, including cultural, educational, and knowledge institutions.

### Eligible actions

The New Cooperation Fund provides support for smaller projects that allow Danish civil society actors the opportunity to continue and develop existing partnerships as well as entering new or innovative partnerships with one or more partners in the ENC countries. Emphasis is placed on the breadth and depth of the partnerships. This means that the partnerships supported by the New Cooperation Fund shall contribute to sustainable lasting cooperation between CSOs in Denmark and the ENC. The Danish applicant should therefore demonstrate that they work towards establishing long-lasting cooperation which goes beyond traditional development assistance.

The Danish applicant should be able to contribute to ‘maintaining a popular Danish engagement in the development cooperation and in reaching a broad spectrum of Danes with knowledge about the living conditions and development in other parts of the world’, as outlined in Denmark’s Strategy for Development Cooperation and Humanitarian Action, World 2030.

The partnerships should work within the thematic fields of youth, media, culture, labour market, and environment and climate. Enforced with cross-cutting emphasis on gender and human rights.

The New Cooperation Fund will favour partnerships that create synergy, innovation, or ground-breaking cooperation.

The amount needed for the activities must be clearly outlined in a budget showing the individual costs. The suggested intervention shall be concluded before the end of 2022, and the timeframe for the assistance should strive to not exceed one year. The New Cooperation Fund reserves the right to reduce the amount granted to the individual applications, taking the limited funds available as well as other relevant factors into account.

### Process for applying

Two application rounds are carried out with grants for a maximum of 15 projects in total. The total budget for the New Cooperation Fund is DKK 10.000.000, and the project period is 2021 and 2022. To ensure circular learning and strengthening of new and innovative ideas, the applicants are encouraged to reach out to the New Cooperation

## New Cooperation Fund

Fund where additional synergies and complementarities with the New Democracy Fund could be discussed and ensured. Further, CSOs without established partnerships but with strong innovative project ideas with a great potential of contributing to sustainable and lasting partnerships can apply for support. For example, by suggesting potential partners in the ENC countries for the applicants and provide insights and expertise into the CSO landscape in the ENC region.

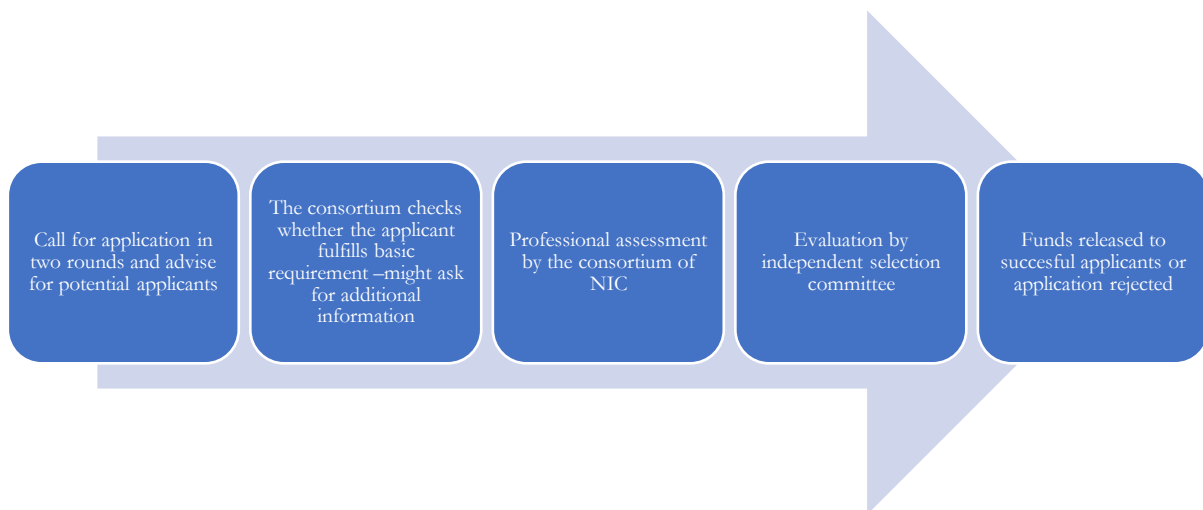
When the application is submitted, the New Cooperation Fund ensures that the application meets the eligibility criteria and assess the application based on the assessment criteria, knowledge from partnerships and outlook posts to be established by the New Democracy Fund in Belarus and Georgia. The prioritisation of applications is decided by an independent Selection Committee consisting of five independent professionals with experience from the region, from the thematic priority areas (youth, media, culture, labour market, as well as environment and climate) and civil society partnerships in the ENC.

The assessment criteria are as follows:

- The quality of the partnership, including the breadth and depth, and its innovative or courageous character.
- Action recognized by the defined target groups as relevant.
- Relevant themes (Youth, Media, Culture, Labour market, Environment, and climate) addressed
- Integration of human rights, including gender aspects.
- Coherence of intervention logic.
- Risk assessment including safety.
- Additionality and relevance to other similar interventions and avoidance of duplication.
- Prospects of sustainability.
- Experience of applicant team.
- Cost efficiency.

In both application rounds, the New Cooperation Fund will strive towards diversity in terms of countries and themes selected for grants.

Please find the process scheme of the workflow below.



The dates for the two application rounds will be published on [www.newdemocracyfund.org](http://www.newdemocracyfund.org).

The applicant can receive advice in the writing process provided by relevant consortium members. To get in touch, please write to [newcooperation@newdemocracyfund.org](mailto:newcooperation@newdemocracyfund.org).

Once the application is complete it should be sent to this e-mail address.

If the project is supported New Cooperation Fund will make a partner assessment of the applicant organisation.

## Conflict of Interest

Persons and/or Consortium Partners taking part in the assessment team, the Selection Committee or otherwise involved in the process are responsible themselves for informing the Admin Group of any existing or potential conflicts of interest related to their involvement in the selection process.

A conflict of interest may exist

- Where a person or someone involved in the assessment team, Selection Committee or otherwise has a direct, indirect, personal, financial, or business interest in the decision made.
- Where a person or a Consortium partner involved in the assessment team, Selection Committee or otherwise involved has a direct personal, financial, or business interest in the decision made.
- Where other relevant reasons for any of the above persons makes it clear that a vested interest may exist.

The Admin Group assesses each case to determine whether a conflict of interest exists. This assessment by the Admin Group must be based on transparent criteria. The conclusion of this assessment by the Admin Group must be made in written form and filed (ex. via minutes from a meeting).

If the Admin Group determines that a conflict of interest exists, then the person and/or the Consortium Partner will not be able to participate in any decisions regarding the specified applicants, whose application has given rise to the conflict of interest.

## Implementation

Leading up to and during the implementation of the action, grantees can receive advice from all member organisations of the consortium if needed. The New Cooperation Fund will work with grantees to extract learnings from the implementation and share them publicly when relevant.

## Reporting

The following reporting should be provided to the New Cooperation Fund:

- Interim financial and narrative report depending on the amount and length of the intervention.
- Final financial and narrative report – with results disaggregated by gender.
- Audited accounts depending on the amount of the intervention.
- One-pager learning brief produced.

If some of the action includes persons or organisations that could be endangered by being connected to the consortium and/or the New Democracy Fund, this will be discussed before the narrative report is submitted.

## The organisation of the New Cooperation Fund

An Administration Group consisting of the Danish Cultural Institute, International Media Support and 3F develop external and internal guidelines for the fund. This includes composing and approval of the Selection Committee.

Grant administration is provided by International Media Support.

## The partners behind the New Democracy Fund

Confederation of Danish Industry (DI), Danish Cultural Institute (DCI), Danish Youth Council (DUF), International Media Support (IMS), and United Federation of Workers in Denmark (3F), have formed a consortium that is managing the New Cooperation Fund as part of the New Democracy Fund (NDF).

The overall goal of the NDF is to support the strengthening of a democratically organised civil society and to promote people-to-people exchange of experience and regional networks. The focus of the fund is directed to the ENC consisting of Armenia, Azerbaijan, Belarus, Georgia, Moldova, and Ukraine. The thematic priority areas of the NDF are youth, media, culture, labour market, as well as environment and climate. The NDF is complimentary to the Danish Neighbourhood Programme and seeks to contribute to a more peaceful and stable Europe with freedom and progress through the development of democratic societies with accountable governments, an active civil society, free media, and well-functioning markets.

The expected outcome is that CSOs in the ENC is strengthened to act as democratic organisations fostering people-to-people cooperation in the areas of youth, media, culture, labour market, as well as environment and climate; that sustainable networks between CSOs in the ENC and Denmark lead to increased understanding and dialogue; and that the Danish public is informed about the developments in our neighbouring countries to the East. The outcome is further expected to be that the consortium will be able to assist Danish CSOs in establishing new and innovative partnerships and that rapid response can be provided to civil society groups, human rights defenders, and journalists to act in situations where rapid support is required.

- **Confederation of Danish Industry** (DI) is Denmark's largest, most representative, and most influential employers' and business membership organisation (EBMO), covering manufacturing and construction as well as service industries across sectors such as transport, energy, IT, health, trade, and professional services.
- **Danish Cultural Institute** (DCI) is a self-governing institution. Since 1940 DCI has been engaged in creating mutual understanding between people. DCI believes that the arts and culture are among Denmark's most important assets. Together with partners, DCI develops international activities that push boundaries and create opportunities, which provide mutual value and inspire. Especially when it comes to equal rights, education, sustainable development, democracy, and active citizenship. Important values in the world and in Denmark.
- **Danish Youth Council** (DUF) is an umbrella organisation founded in 1940, representing 78 children and youth organisations and more than 600,000 Danish children and youth. The member organisations of DUF range from scouts to political youth organisations, voluntary social organisations, cultural organisations, environmental organisations, organisations for youth with disabilities and many more.
- **International Media Support** (IMS) support public-interest journalism in conflict affected, fragile and transitional states has benefitted over 60 countries. With more than 500 national partnerships established, IMS's approach centres on three areas: participating in and building international and regional coalitions; linking local impact and knowledge from its country or regional programmes to global policy and standards development; and ensuring knowledge transfer and sustained local partner involvement in global discussions.



- **United Federation of Workers in Denmark** (3F) is Denmark's largest trade union federation with approximately 270,000 members. For more than three decades 3F has carried out development- and solidarity work by supporting trade unions in developing countries and Central and Eastern Europe. 3F work for the international labour rights as set out by the International Labour Organisation (ILO) and for a just and well-regulated labour market with better working and living conditions for all workers in the world.