**Tender for strengthening Existing Social Enterprises**

**in SERBIA**

**Application form**

**SECTION 1 - GENERAL DATA**

**Title of the proposal**

………………………………………………………………………….

**Legal data of the Applicant**

|  |  |
| --- | --- |
| Legal name of the Applicant |  |
| Address |  |
| Country |  |
| Diocese |  |
| Date of registration |  |
| Responsible person of the proposal |  |
| Email contact |  |
| Telephone |  |

**Bank account details of the Applicant**

|  |  |
| --- | --- |
|  |  |

**SECTION 2 - DESCRIPTION OF THE PROPOSAL**

**(a) General description of the existing Social Enterprise and Background of the proposal (max 2.000 characters)**

Please briefly present your Social Enterprise and your proposal. In particular, please describe:

* How was your Social Enterprise born, when has it been registered, in which legal form?
* Is there any formal link of your Social Enterprise with the local Church or Caritas?
* Which are your main activities and operations, which results have been achieved so far?
* Which are the long-term objectives and strategies of your Social Enterprise?
* Which is the actual situation of your Social Enterprise? Is your Social Enterprise fully self-sustainable, or in which percentage is considered self-sustainable? If supported, which is the percentage of external support and which funds are supporting this component?

**(b) Description of the proposal (max 2.000 characters)**

Please describe the objectives of your proposal and the main activities/actions/strategies to achieve these objectives.

**(c) Analysis of the market and of the competition (max 2.000 characters)**

Please analyze the needs of the market and the competition in your area:

* In which way did you analyze the market needs in your area about your products or services?
* Are there any other similar businesses within your area? If so, how many?
* At what price do they offer their goods/services?
* Are your prices competitive to similar businesses in your area?
* Is there any difference among your and their services/goods in terms of quality?
* Which is the target (clients) of your service or product?

**(d) Analysis of the Economic Impact (max 2.000 characters)**

Please identify the planned economic benefits that can be achieved through your proposal, trying to be more precise as possible. In particular:

* Explain how this grant/investment will affect your business (in terms of production’s growth; prices’ decrease; new hiring; market’s expansion or other);
* Explain how you are going to re-invest any eventual profit generated by this grant.

**(e) Stakeholders analysis (max 2.000 characters)**

Who are the stakeholders to be involved during the implementation? In which way are you going to cope with them?

Describe the relationships with your stakeholders: Beneficiaries, Partners, Policy makers, Other funding bodies, Media, Others. Explain also which is the involvement and the role of the local Church.

**(f) Analysis of the Social Impact (max 2.000 characters)**

Please describe the general social impact of your proposal. In particular, try to identify which social benefits will your community / beneficiaries / clients / organization receive by this proposal (such as: empowering people, employing vulnerable groups, involving stakeholders, creating relationships, others).

**(g) Marketing strategies (max 2.000 characters)**

If applicable, please explain which are the types of communication channels and related costs (advertising, promotion, marketing) of your services or products.

**(h) Length of the proposal and Timeframe**

The length of this proposal is … months*.*

*Example of Timeframe:*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Activity** | **Month 1** | **Month 2** | **Month 3** | **Month 4** | **Month 5** | **Month 6** |
| Activity 1.1 ….. | x | x |  |  |  |  |
|  |  |  |  |  |  |  |

**SECTION 3 - BUDGET AND BUSINESS PLAN**

**(i) Budget**

Please clearly identify the costs of the proposal, briefly explaining the reason for these costs (see example).

Please attach a pro-forma invoice for any cost above 2.000 EUR.

*Example of Budget lines:*

|  |  |  |  |
| --- | --- | --- | --- |
| **Type of expense** | **Nr. and type of units**  **x Cost per unit** | **Total cost** | **Justification** |
| E.g. Wheat seeds | 2 tons of wheat seeds  x 500 EUR | 1.000 EUR | 2 tons of seeds to be planted in the 5 hectares of land of the agricultural social enterprise |
| … | … | … | … |
| **TOTAL AMOUNT REQUIRED** | **…** | | |

**(j) Business plan**

Please attach to this Application Form a Business Plan of your Social Enterprise, if any.

**Applications to be sent via email by January 31st, 2018 to**

[**project.elba@gmail.com**](mailto:project.elba@gmail.com) **and** [**viktorc@caritas-beograd.org.rs**](mailto:viktorc@caritas-beograd.org.rs)