**ORGANISATIONAL ELIGIBILITY ASSESSMENT**

**for selection of partner organisations in the Republic of Serbia for the implementation of**

***the Project “Employment Empowerment of Young Roma – Phase II”***

Applications must be submitted electronically at matanackovic@romaeducationfund.org by **November 15th, 2021** by 15 pm, CET time. Please include in the subject line: Call for Proposals – Educational Reintegration of Roma Returnees.

Annexes:

1. Application form for the grant proposal
2. Budget template
3. Organizational eligibility criteria template
4. Project Implementation and Monitoring Plan

*Detailed instructions on how to fill the forms are provided in the documents.*

In addition to the above documents the applicant should attach the following documents:

* Annex 1. Proof of registration
* Annex 2. Organizational statutes
* Annex 3. Annual financial reports for the last two years (2019, 2020) and audit report, if available
* Annex 4. Signed partnership statement (if applicable)

All parts of the Application Form must be completed, as well as annexes. Please, use the correct templates published as integral part of this Call for Proposals and please do not change their content or format.

**To be completed by the applicant:**

|  |  |
| --- | --- |
| **Name of applicant organization and acronym:** |  |
| **Name of the project:** |  |
| **Country:** |  |
| **Requested financing in EUR from REF:** |  |
| **Total project costs:** |  |
| **Project duration (d/m/y):** |  |
| **Contact person and email for this project:** |  |
| **Legal status:** |  |
| **Website of the Organization:** |  |
| **Other social media page:** |  |
| **Skype address:** |  |
| **Date of submission:**  |  |

* 1. **Financial stability** (please describe the main sources of funding in amount in last five years);
	2. **Governance** (describe the organization’s governance structure: do you have an active Board? The names and number of full-time and part-time staff by category (e.g. number of project managers, assistants, mediators etc.), indicating their ethnicity and gender (Roma/Non-Roma) other relevant resources (e.g. volunteers, associated organizations, being part of a network/s that might also contribute to implementation).
	3. **Leadership & Management** (how would you characterize the management of your organization today; for example: relationship between tasks, workflow, responsibility and authority? When was your organization established and when did it start its activities? How long have you been leading the organization?
	4. **Communication and Organizational effectiveness** (how effective has your organization been in recent years in the use of its presence on the web or use social media to real effect? Please list few examples; links etc.)