PROPOSAL LIGHT TEMPLATE

Laudes Foundation is addressing the defining challenges of our time: climate change, nature loss and social inequality. We support brave action to inspire and challenge industry to transition to a green, fair, and inclusive economy. This proposal template is designed to help us both consider the fit between your proposed initiative and Laudes Foundations’ funding.

Please complete the following as concisely as possible while still providing sufficient information and analysis. Generally, we discourage proposals from being more than four pages.

We accept proposals in other formats (e.g. templates from co-funders) if all the questions below addressed. If any questions are missing, please ensure they are included.

We do accept applications in languages other than English – please reach out to your Laudes contact person for more information.

Please note that upon submission of the proposal, we will commence/update our partner assessment which includes a risk assessment and background screening for new partners. Also, by submitting this proposal, partners who have previously received grants from Laudes Foundation confirm that their originally submitted information (legal name, address, documentation substantiating their legal registration) remain unchanged since the initial grant. Any changes to this information must be clearly documented in this proposal.

By submitting personal data, you are accepting that Laudes Foundation may process such data in accordance with our [privacy statement](https://www.laudesfoundation.org/who-we-are/policies-and-commitments/privacy-statement/).

|  |
| --- |
| **Organisation legal name and registered office address** |
| *Name:* |
| *Address:* | *Country:* |
| **Main contact name, title and email** |
| *Name:* |
| *Title:* | *Email:* |
| **Authorised signatory/ies name/s, title/s, email/s and mobile phone number/s**  |
| *Name:* | *Mobile phone: +* |
| *Title:* | *Email:* |
| **Initiative title** |
|  |
| **Geography/ies covered** |
|  |
| **Duration** |
| *Initiative start date:*  | *Initiative end date:* |
| **Funding type/s requested** | [ ]  Programmatic Funding [ ]  General Operating Support[[1]](#footnote-2)  [ ]  Organisational Development Support [[2]](#footnote-3)  |
| **Total cost[[3]](#footnote-4)** | *Total estimated cost and currency[[4]](#footnote-5)* |
| **Funding request**  | *Amount that you are requesting from Laudes Foundation (cash), currency* |
| **Co-financing (in Euro)[[5]](#footnote-6)** | *Any additional resources that you or others are providing in addition to Laudes Foundation support (currency, amount and source)* |

# CONTEXT

# *We encourage you to be concise.*

# *Please add an appendix if you would like to share any additional detailed information.*

|  |
| --- |
| Please describe the problem this initiative or, for GOS, organisation seeks to address.If this is a continuation of a grant previously funded by Laudes, please answer if the problem changed since the initiative or, for GOS, organisation received funding, and if so, how.  |

**OF PROPOS**

## INITIATIVE SUMMARY

|  |
| --- |
| What?What do you want to achieve? High level objectives.How?How do you do it? Brief description of initiative or, for GOS, organisation. |

## OUTCOMES

|  |  |
| --- | --- |
| What would success look like? * In bullet points
 | How will it be measured? * In bullet points
 |
| How will you monitor, evaluate and learn during the period of this grant?  |

## FIT WITHIN THE FIELD

|  |
| --- |
| How does this proposal fit within the field?Is the initiative pioneering something new or adding to existing efforts? |

5. BUDGET AND ORGANISATION

## **5.1. Budget summary**

|  |  |  |  |
| --- | --- | --- | --- |
| Initiative | EUR | % / Initiative Total | Funder(s) |
| Initiative funding requested from Laudes  |  |  |  |
| Co-funding confirmed |  |  | Names |
| Co-funding pending |  |  | TBC or names |
| Initiative total costs[[6]](#footnote-7) |  | 100% | - |
|  |  |  |  |
| Laudes Funding Categories | EUR | % / Laudes Total Funding | Comment |
| Initiative Activities  |  |  |  |
| Top 1 Activity/ Cost driver (pl. specify) |  |  |  |
| Top 1 Activity/ Cost driver (pl. specify) |  |  |  |
| Others |  |  |  |
| General Operating Support |  |  |  |
| Capacity Building / Org Development |  |  |  |
| Safeguarding |  |  |  |

## **5.2. Organisation**

|  |
| --- |
| **Headquarters/other offices:** |
| **Established (year):** | **Yearly revenues:** EUR (year) |

|  |
| --- |
| **What is your organisation’s mission? How does your organisation's mission and Laudes mission relate to one another?** |
|  |
| **Who are your main implementing partners?[[7]](#footnote-8)** How were they involved in developing the proposal, and what are their respective roles and responsibilities in your initiative? |
|  |

1. General Operating Support (GOS): Unrestricted funds aiming to support an organisation in executing its mission, and providing flexibility for use where needed, including on projects or programmes. [↑](#footnote-ref-2)
2. Organisational Development (OD): Funds intended to support an organisation in building its capacity. Often, OD funds are blended either with a project or a GOS grant. [↑](#footnote-ref-3)
3. For General Operating Support proposals please use total organisation budget of last year. [↑](#footnote-ref-4)
4. We accept funding requests in EUR, USD, GPB, CHF. [↑](#footnote-ref-5)
5. Co-financing is defined as financial or in-kind resources that are additional to the foundation grant and directly support the implementation of the initiative and achievement of results committed at approval. Types of co-finance are: grants, loans, equity investments, committed in-kind support. [↑](#footnote-ref-6)
6. For General Operating Support proposals please use total organisation budget of last year. [↑](#footnote-ref-7)
7. When you submit your proposal, please copy in a representative from each implementing partner whom we can contact. [↑](#footnote-ref-8)