EXTERNAL PROJECT APPLICATION *FORM*

Remember: your progress will be **automatically saved** to your profile, except for attached files, which will need to be re-uploaded each time.

Calculated fields (such as costs) must also be **checked and re-insert** at the start of each new session.

You can continue at any time.

SECTION A - ORGANISATION

A1) Applicant organisation

1. **Organisation full name** *
Full name of the applicant organization

2. **Letter from the sponsor (church, related association or UCEBI internal body)** *
Attach the letter used for the current year (PDF only).

Scegli file | Nessun file selezionato
massimo dim. 5 MB

3. **Registered office** *
Insert street, house number, postal code, city and country

Via via Roma 7, 00427 Roma (RM), Lazio, Italia

4. **Project title** *
If this is the same activity as in previous applications, keep the same title and add "Edition ... " (year of funding).

Short, clear, and explanatory. It may be accompanied by a subtitle.

5. **Project type** *
☐ Welfare ☐ Cultural ☐ Social ☐ Humanitarian

6. **Total project cost** *

7. **Share borne by the applicant organisation** *
Specify at least 10% of the total amount of the project. It must match the amount indicated in the budget.

0

8. **Amount OPM required** *
No more than 80% of the total cost. It must match the budget.

No more than 80% of the total amount of the project.

9. **Own sources of financing** *
Specify own funds, funds requested from other organisations/partners, any loans requested, other.

A2) Contact details for communications

10. **Postal address** *
Enter street, house number are required. Insert building, stairwell, and apartment number if applicable.

11. **Region and Country** *

Region

Country

12. **City and Postal Code** *

City

Postal code

13. **Phone number** *

14. **Email** *

15. **Other phone numbers**

ADD

16. **Other emails**

ADD

17. **Website and social media (optional)**
Insert the link to your website and Facebook and/or YouTube pages, etc., here.

Website (optional)

ADD

A3) Other

18. **Legal status of the organisation** *

19. **Activities carried out by the organisation** *
Describe in no more than 2,000 characters (including spaces).

Current length:
0 / 2000

20. **Founding Date** *

21. **Tax code** *
In alphanumeric format (with uppercase letters) or numeric only.

22. **Registration number in public registers** *
Indicate the registration number in the non-profit register or in the prefectural register, the number of the notarial deed and the name of the notary who has fixed the articles of association and/or the deed of incorporation.

A4) Personal data of the legal representative

23. **Name** *

24. **Surname** *

25. **Place of birth** *

26. **Date of birth** *
gg/mm/aaaa

27. **Tax code** *
In alphanumeric format (with uppercase letters) or numeric only.

Es. RTLSSN80M14I102

28. **Postal address** *
Enter street, house number, postal code, city and country

Via via Roma 7, 00427 Roma (RM), Lazio, Italia

29. **Email** *

30. **Phone number** *

31. **Profession** *

A5) Administrative Data

32. **Number of members** *

33. **Administrative body** *
Board of Directors, Management Committee, Steering Committee): insert number, names and position held.

34. **Members of the Board of Auditors** *
Insert number, names and position held. In case the company (or parent body) does not have it, insert that you are not required by law or by statute.

35. **Organisation collaborators** *
Indicate number in case of employees with employment contracts, volunteers, professional consultants or other.

36. **Public or private, national or international project partners** *
Indicate the name of the partners that will participate in the project, regardless of the organisation.

37. **Has the organisation already applied for Otto per mille funding in the last two years?** * ☐ Yes ☐ No

38. **How did you hear about Otto per mille UCEBI?** *

SECTION B - PROJECT

B1) Project Manager

39. **Name** *

40. **Surname** *

41. **Place of birth** *

42. **Date of birth** *
gg/mm/aaaa

43. **Tax code** *
In alphanumeric format (with uppercase letters) or numeric only.

44. **Postal address** *
Enter street, house number, postal code, city and country

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45. **Email** *

46. **Phone number** *

47. **Profession** *

48. **Role in the organisation** *

B2) Project Details

49. **Project Collaborators** *
Indicate number and type: employees with employment contracts, volunteers, professional consultants or other.

50. **Public or private, national or international project partners** *

51. **Context: a well planned project starts with an analysis of the context in which it will operate. Describe the target area, starting with an analysis of the needs and resources. Otherwise, the problems to which you want to respond must be well specified.** *
(between 1,000 and 2,500 characters including spaces)

Current length:
0 / 2500

52. **Project Recipients** *

53. **Project Objectives they must match the expected results** *
(between 1,000 and 2,500 characters including spaces)

Current length:
0 / 2500

B3) Project Description

54. **Project description and work plan** *
(between 1,000 and 2,500 characters including spaces)

Current length:
0 / 2500

55. **Start date** *
gg/mm/aaaa

56. **End date** *
gg/mm/aaaa

57. **Project Location** *

B4) Documents

The following documents must be mandatorily attached to the funding application, in PDF format, and stamped and signed by the legal representative:

58. **Copy of the memorandum of association** *
(only PDF)

UPLOAD FILE

59. **Copy of the articles of association** *
(only PDF)

UPLOAD FILE

60. **Copies of the financial statements or balance sheets for the last two years** *
(only PDF)

UPLOAD FILE

61. **Copies of the resolutions approving the financial statements/balance sheets by the competent body** *
(only PDF)

UPLOAD FILE

62. **Copy of the report of the control body (if required by the articles of association or by law)**
(only PDF)

UPLOAD FILE

63. **Copy of the tax code attribution document issued by the Revenue Agency** *
(only PDF)

UPLOAD FILE

64. **Copy of the document of the legal representative** *
(only PDF)

UPLOAD FILE

Any subsequent changes to the articles of association or legal representation must be promptly communicated without delay to the Otto per mille Office.

The following documents will also be attached in PDF format, stamped and signed by the legal representative:

65. **Project budget, compiled using the provided form** *
(only PDF)

UPLOAD FILE

66. **Letter of intent from any possible partners**
You will be drawn up in accordance with the prescribed form (where applicable).
(only PDF)

UPLOAD FILE

67. **Documentation on real estate**
Title deeds or other real rights of use, in case of projects involving land or buildings (where applicable)
(only PDF)

UPLOAD FILE

68. **Any supplementary documentation**

UPLOAD FILE

B5) Bank details

69. **Country of the bank** *
Germany

70. **Bank on which to make deposits** *
Please indicate:
- The IBAN code
- The first and last name/company name of the beneficiary
- SWIFT code of the beneficiary's bank
- The full address of the beneficiary and/or the full address of the bank

I have read and agree to the terms of the Privacy Policy

SUBMIT

CONTACTS

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